



Waitaki

DISTRICT COUNCIL

TE KAUNIHERA Ā ROHE O WAITAKI

**I hereby give notice that the
Waihemo Community Board Meeting
will be held on:**

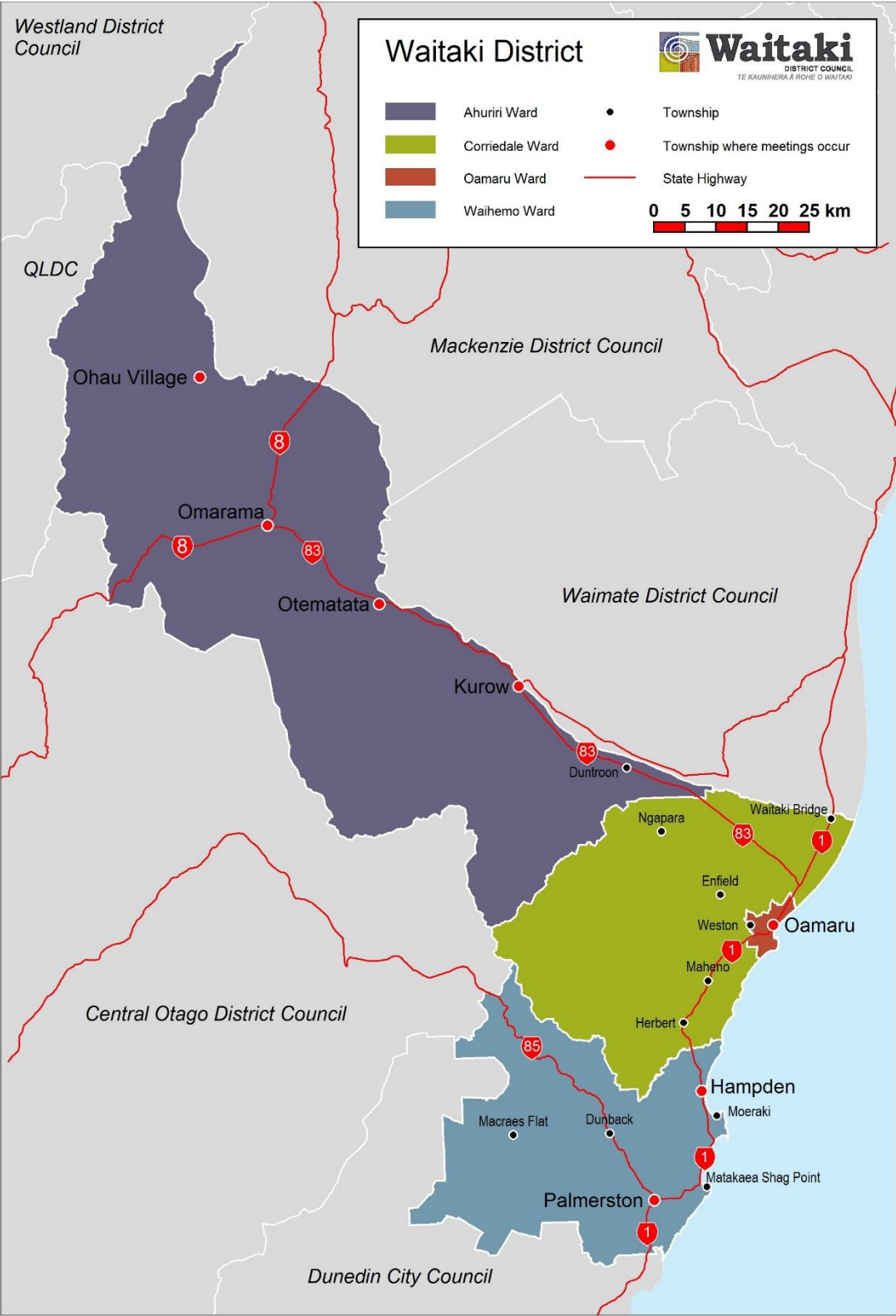
Date: Monday, 12 May 2025
Time: 6:00 pm
Location: Hampden Community Hall, 25/27
London Street Hampden

Agenda

Waihemo Community Board Meeting

12 May 2025

Alex Parmley
Chief Executive





Agenda Items

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- 1 APOLOGIES**
- 2 DECLARATIONS OF INTEREST**
- 3 PUBLIC FORUM**

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

4.1 PUBLIC MINUTES OF THE WAIHEMO COMMUNITY BOARD MEETING HELD ON 10 MARCH 2025

Author: Sieglyn Duero, Executive Assistant

Authoriser: Alex Parmley, Chief Executive

Attachments: 1. Public minutes of the Waihemo Community Board Meeting held on 10 March 2025

RECOMMENDATION

That the the Waihemo Community Board confirms the Public minutes of the Waihemo Community Board Meeting held on 10 March 2025, as circulated, as a true and correct record of that meeting.

DRAFT UNCONFIRMED MINUTES

**OF THE WAIHEMO COMMUNITY BOARD MEETING
HELD IN THE WAIHEMO SERVICE CENTRE, PALMERSTON
ON MONDAY, 10 MARCH 2025 AT 6:00 PM**

PRESENT: Member Jim Thomson, Member Tanya Bell, Member Kerry Stevens, Chair Heather McGregor, Member Carol Watson

IN ATTENDANCE: Mayor Gary Kircher
Lisa Baillie (Director Community Engagement and Experience)
Joanne O'Neill (Director Strategy, Performance, and Design)
Sieglyn Duero (Executive Assistant; minute-taker)

IN ATTENDANCE FOR SPECIFIC AGENDA ITEMS:

[Type here](#)

MEETING OPEN

The Chair declared the meeting open at **5.58pm** and welcomed everyone present.

1 APOLOGIES

RESOLVED WCB 2025/001

Moved: Cr Jim Thomson

Seconded: Member Carol Watson

That the apology received from Member Paul Roy and Alex Parmley be accepted.

2 DECLARATIONS OF INTEREST

There were no declarations of interest.

3 PUBLIC FORUM

Elizabeth Corish (Palmerston Landfill)

Elizabeth expressed concerns regarding the closure of Palmerston's landfill. The closure has led to inconvenience and increased travel for local residents, which is not environmentally sustainable as it does not contribute to the reduction of the carbon footprint.

The mayor responded that Palmerston's landfill had a limited life and the consent had lapsed.

Member Kerry Stevens suggested that for similar concerns in the future, individuals should speak at a Council Meeting public forum or make a submission to the Long-Term Plan (LTP).

Lisa Baillie noted that the Transformation programme will include changes in reporting through the Locality Officer to produce meaningful data for the community.

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

4.1 PUBLIC MINUTES OF THE WAIHEMO COMMUNITY BOARD MEETING HELD ON 2 DECEMBER 2024

There is no response yet to the proposed joint meeting to clarify responsibilities for maintaining the storm water channels.

Cr Thomson is coordinating with the Otago Regional Council and Cr Malcolm (ORC) to ensure personnel availability on-site.

RESOLVED WCB 2025/002

Moved: Member Kerry Stevens

Seconded: Member Carol Watson

That the Waihemo Community Board confirms the Public minutes of the Waihemo Community Board Meeting held on 2 December 2024, as circulated, as a true and correct record of that meeting.

5 MEMORANDUM REPORTS

5.1 BUILDING CONSENTS ISSUED IN THE WAIHEMO WARD DURING NOVEMBER, DECEMBER 2024 AND JANUARY 2025

RESOLVED WCB 2025/003

Moved: Member Kerry Stevens

Seconded: Member Tanya Bell

That the Waihemo Community Board receives and notes the information.

5.2 COMMUNITY BOARD MEMBERS AND WARD COUNCILLOR'S REPORT

RESOLVED WCB 2025/004

Moved: Member Carol Watson

Seconded: Cr Jim Thomson

That the Waihemo Community Board receives and notes the information.

5.3 CHAIRPERSON'S REPORT

The Chair noted that after 39 years, the Palmerston Sawmill has closed. The sawmill had been supportive of the community.

RESOLVED WCB 2025/005

Moved: Chair Heather McGregor

Seconded: Member Kerry Stevens

That the Waihemo Community Board receives and notes the information.

5.4 FINANCIAL REPORT TO WAIHEMO COMMUNITY BOARD (MARCH 2025)

RESOLVED WCB 2025/006

Moved: Cr Jim Thomson

Seconded: Member Carol Watson

That the Waihemo Community Board receives and notes the information.

5.5 COUNCIL INFORMATION REPORT - LINKS TO COUNCIL MEETING AGENDA PAPERS

Item 5.5 was discussed after Item 5.6.

Update from Mayor Gary Kircher

The Mayor's report was presented at the Council Meeting on February 25th. Discussions regarding the St John shuttle service are progressing well.

The Local Water Done Well discussions are ongoing, with Waitaki involved in two groups. An investigation into a joint council-controlled organisation (CCO) is in progress, and the Waitaki District Council (WDC) now joins councils from Clutha, Gore, Central Otago, Timaru, Waimate, and Mackenzie. Community consultation is planned for April or May.

Update from Cr Jim Thomson

Cr Thomson received a call from a dissatisfied member of the public concerning the consultation process for the District Plan. He acknowledged that the decision-making process is not without flaws and noted that the submission procedure can help refine it. This allows the panel to make informed decisions. Encouragingly, support is available for those who are not confident in making their submissions, and individuals are urged to seek assistance as needed.

Update from Lisa Baillie

Provided an update noting changes in Governance, expecting a straightforward process. Used a different communication style acknowledged during the LTP consultation. Stage 4 of Transformation presented; the customer service approach has changed, identifying gaps but acknowledged by the community.

Update from Director Joanne O'Neill

Joanne is the WDC Director for Strategy, Performance, and Design, and she will be assuming responsibility for the WCB portfolio.

RESOLVED WCB 2025/008

Moved: Member Kerry Stevens

Seconded: Member Carol Watson

That the Waihemo Community Board receives and notes the information.

5.6 CORRESPONDENCE

Item 5.6 was discussed before Item 5.5.

The Correspondence from Bruce and Denise Cameron has been supplied by the Board Chair for formal receipt at this meeting. It is in regard to a complaint on an ongoing unauthorised musical festival at 468 Chalmers Road, Palmerston.

Officer comment noted that the activity is a permitted activity and did not require a resource consent. Building permit was granted for the marquee, and alcohol licence was not required.

Officer comment noted that no reports of complaints received for the 2024 event and other issues raised should be directed to the local police.

ACTION: The WCB is requesting an officer response to be sent to the sender, if it has not been done.

RESOLVED WCB 2025/007

Moved: Member Tanya Bell

Seconded: Member Carol Watson

That the Waihemo Community Board formally receives two items of correspondence and considers officer comments (where available) and any actions in response.

6 MEETING CLOSE

The Chair declared the meeting closed at **6.44pm**.

TO BE CONFIRMED at the Waihemo Community Board Meeting to be held on Monday, 12 May 2025.

.....
CHAIRPERSON

5 DECISION REPORTS

5.1 HAMPDEN SCHOOL STORMWATER

Author: Erik van der Spek, Network Manager

Authoriser: Roger Cook, Director Natural and Built Environment

RECOMMENDATION

That the Waihemo Community Board:

1. Waihemo Community Board approves the full cost of repairs (Quoted at \$9106.76 plus gst) to come from the Hampden Amenity Rate

DECISION OBJECTIVE

To determine whether the Waihemo Community Board will contribute to the cost of stormwater pipe repairs in the Hampden School grounds.

SUMMARY

Hampden School has a stormwater pipe that passes through its grounds, which has failed. As the pipe takes flow from other community infrastructure, Hampden School has requested that the Waihemo Community Board make a contribution to the cost of repair.

DECISION-MAKING EXPECTATIONS

Governance Decision-Making:	Determining any contribution
Operational Decision-Making:	Implement decision
Communications	Media Releases – contributed to by officers and Elected Members Media/public enquiries regarding governance decision-making topics above can be addressed by governance Media/public enquiries regarding operational decision-making topics above can be addressed by officers

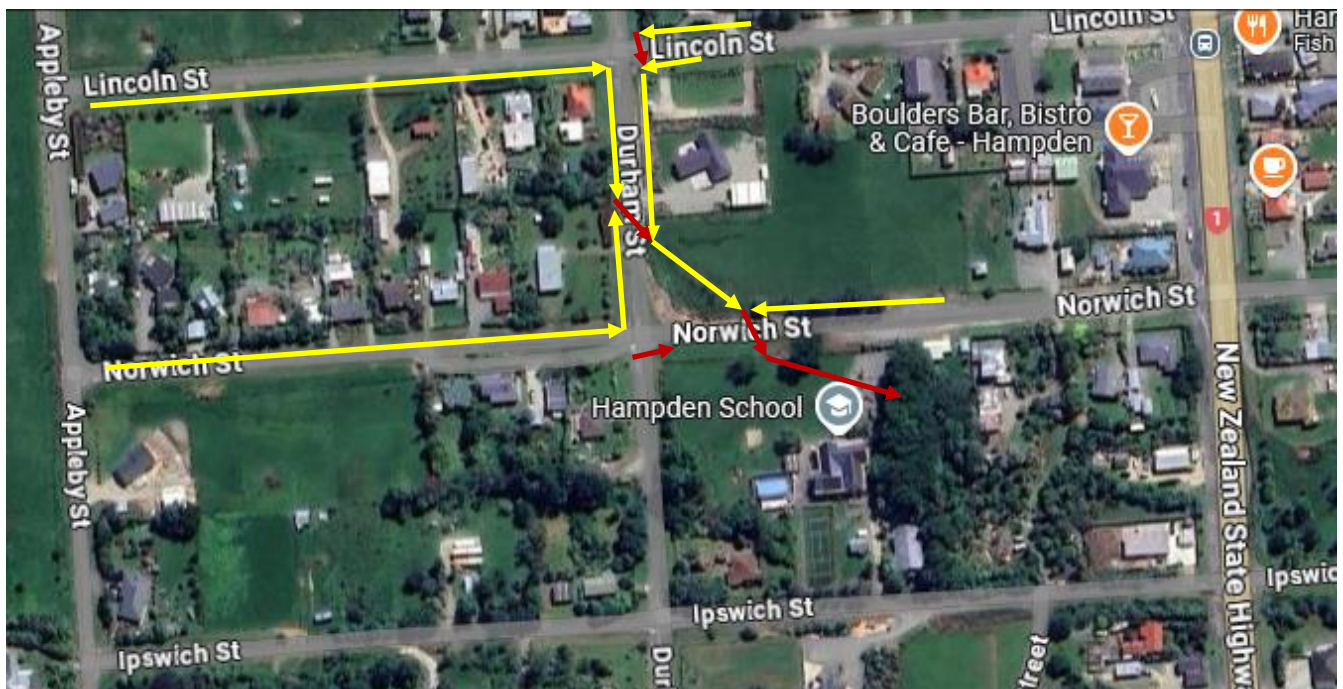
SUMMARY OF DECISION-MAKING CRITERIA

	No/Moderate/Key		No/Moderate/Key
Policy/Plan	No	Environmental Considerations	No
Legal	No	Cultural Considerations	No
Significance	No	Social Considerations	Moderate
Financial Criteria	Key	Economic Considerations	No
Community Views	Moderate	Community Board Views	Key
Consultation	No	Publicity and Communication	No

BACKGROUND

Hampden School has a stormwater pipe which passes through their grounds which has failed. Their grounds are at a low point where the natural surface water flow would go so it was likely installed to prevent issues for the school. There is no evidence to determine who installed this. Council has no record of this on our asset system. Normally an easement would be in place if Council had constructed this. It does take stormwater from the roadside, which would otherwise flow overland through the school.

In the absence of any easement or other proof of ownership, 'what is on the land, belongs to the land'. Council is responsible for the drains on Road Reserve, and Ministry of Education is responsible for those on the school property. This is a community issue that we need to work together to resolve.



The cost of repair for the failed pipe is \$9106.76 plus gst. To reinstate the area to a functional state, the Ministry of Education is proceeding with the necessary repairs. The Ministry of Education and the Hampden School Board have requested the Waiheke Community Board cover the cost of, or make a contribution toward the repair. The pipe may be in poor condition so it may be necessary be clear that this would be 'without prejudice' payment and does not guarantee contributions in future.

WDC collects a Hampden Township Amenity rate from local ratepayers which can be used to contribute to the repair. The current balance in the Hampden Township Amenity Rate account is approximately \$30,000. The Waiheke Community Board has delegated authority to approve projects that are funded by targeted rates within Waiheke Ward.

SUMMARY OF OPTIONS CONSIDERED

Option 1 – Waiheke Community Board declines to contribute.

Option 2 – Waiheke Community Board approves the full cost of repairs (Quoted at \$9106.76 plus gst) to come from the Hampden Amenity Rate.

Option 3 – Waiheke Community Board approves a portion (to be determined by the Board) of the cost of repairs.

ASSESSMENT OF PREFERRED OPTION

The Waihemo Community Board have discussed options, and officers understand Option 2 is their preferred option.

CONCLUSION

A contribution from the Waihemo Community Board would support the Hampden School to resolve a community issue.

ADDITIONAL DECISION-MAKING CONSIDERATIONS

Waitaki District Council Strategic Framework

Outcomes

Community Outcomes

Prosperous District

- Attractive to new opportunities
- Supporting local businesses
- Fostering a diverse and resilient economy

Strong Communities

- Enabling safe, healthy communities
- Connected, inclusive communities
- Promoting a greater voice for Waitaki
- Celebrating our community identity

Quality Services

- Robust core infrastructure and services
- Community facilities and services we are proud of

Valued Environment

- Protecting our diverse landscapes and water bodies
- Meeting environmental and climate change challenges

Community Views

As the School provides a community service, it is thought community would support the use of funds for this purpose.

Financial Considerations

The Waihemo Community Board has delegation to allocate the Amenity rate to projects. As this work helps to resolve a community issue, this is an appropriate use of these funds.

Legal Considerations

Ownership of the pipe is undetermined. In the absence of any easement or evidence of ownership, 'what is one the land, belongs to the land'.

6 MEMORANDUM REPORTS

6.1 WAITAKI GATEWAY AND TOWNSHIP SIGNAGE

Author: Melanie Jones, Community & Economic Development Manager

Authoriser: Joanne O'Neill, Director Strategy, Performance, and Design

Attachments: 1. Waitaki Logo refresh and signage [↓](#) 

RECOMMENDATION

That the Waihemo Community Board endorse the proposed approach for the design and installation of gateway and township signage across the district, featuring the new Waitaki logo and identity.

PURPOSE

Provide an update on the development of the new Waitaki Gateway and Township signage. Seek community board feedback on designs and next steps.

Attachments

Appendix 1: New district logo and signage concepts developed to date.

Appendix 2: Presentation on designs for Gateway and Township signs will be made on the day and shared post the meeting.

SUMMARY

The Waitaki Identity & Story was adopted by Council in November 2024 with an iterated logo adopted in March 2025 to avoid potential trademark challenges with the Woolchemy brand. This work was identified in the Uplifting Waitaki:Hāpaitia te Waitaki Economic Development strategy as foundational work to support the economic growth and community ambitions outlined in the strategy. This work supports the branding and promotion of the district and will form the basis of material used in visitor promotion, attraction of business and investment, and attraction of the people and skills our businesses, economy, and community need.

The current district signage is outdated and overdue a refresh. New signage will strengthen Waitaki's identity and foster a sense of pride and welcome in our communities, aligning township and Gateway entry signage with the renewed Waitaki district brand. This work is now being led by a project team within council.

Discussions with NZTA are informing redesign options and timelines for implementation. To facilitate implementation existing signage sites will be refreshed. Five Gateway signs and ten Township signs are proposed for implementation and an additional Gateway entry sign at the Waimate/Waitaki boundary SH82a is under discussion.

Budgets are still being finalised for 2025/26, however, ~\$240k is available for Gateway and Township signage in the 2024/25 fiscal year. These funds will support Phase One implementation. Local signage companies will be asked to participate in a Request for Quotation (RFQ) process to confirm a supplier(s) in June 2025. Signage implementation will aim to start by end June 2025. Gateway entry signage on SH1 and SH83 will be prioritised first and signage at the entry townships of Palmerston and Ōmārama.

FURTHER CONTEXT

Community conversations in November 2024 provided valuable feedback on signage direction. Feedback included a request to explore natural, local and more durable materials to extend the life

cycle of the panels as well as input on locally relevant symbols to personalise the townships. Two design routes are being developed one with corten steel designed to maximise impact and longevity (20+ years) and a second, lower budget option like the current signage – signs printed on aluminium (shelf life ~ 5-10 years). The more durable corten steel signage is recommended for both the Gateway and Townships entry signs.

Post Community board feedback recommended Gateway and Township signage options will be shared with the community via Council's Let's Talk Waitaki page.

Alongside District Gateway and Township signage, the new identity will also be used on other wayfinding signage. A phased implementation plan is outlined below for Community Board input. Roll out timing will be subject to budget availability and RFQ input.

Gateway & Township signage roll out recommendation

Township entry and exit signage: 1. Ōmārama; 2. Palmerston; 3. Moeraki; 4. Duntroon; 5. Otematata; 6. Kurow; 7. Hampden; 8. Herbert Waianakarua; 9. Kakanui; 10. Ōamaru

Notes: Additional entry sign requested for Palmerston – SH85. Removal of 1970's era sign located by Power Net installed by the Lions Club.

Gateway signage: 1. Lindis Pass; 2. Palmerston; 3. Lake Ruataniwha; 4. Waitaki Bridge; 5. Shag River.

Notes: Additional Gateway sign proposed: 6. Waitaki/Waimate boundary SH82a.

Next steps

What	Timing
Ahuriri & Waihemo Community Board meeting	May 12 2025
Let's Talk Waitaki Feedback	May 2025
Request for Quotation to suppliers/decision	May - June
Councillor briefing tbc	Mid-June 2025
Signage phased implementation	From June 2025

Waitaki Brand Identity

Waihemo & Ahuriri Community
Boards, 12 May 2025

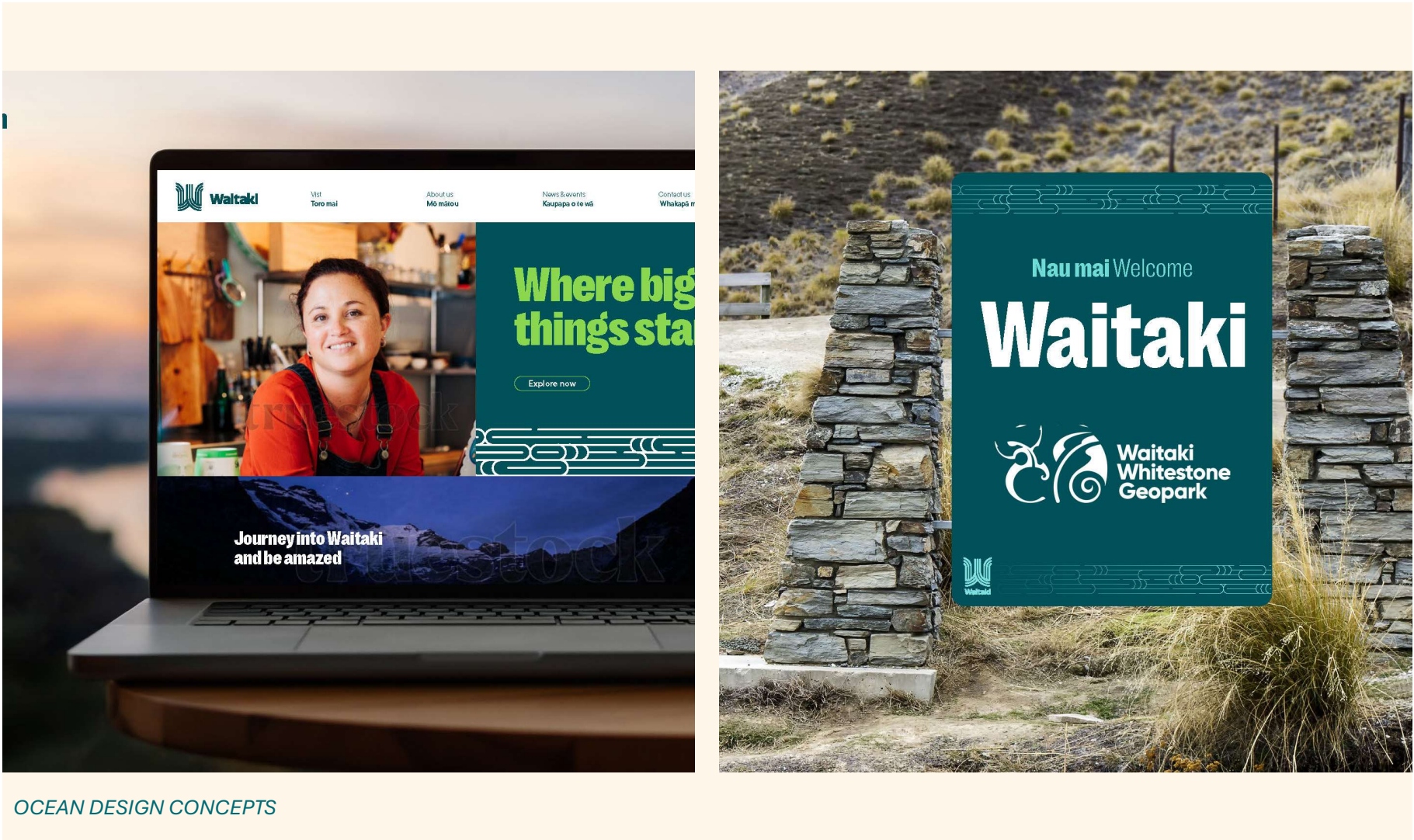
New District Logo

Option one

This tohu weaves each arm of the 'W' together forming connection points where they meet. It communicates the way the Waitaki flows down from Aoraki feeding the land and community. Ki uta, ki tai. From the mountains to the sea.







OCEAN DESIGN CONCEPTS

Gateway & Township Signage development

Current gateway signs



Lake Ruataniwha



Lindis Pass



Palmerston

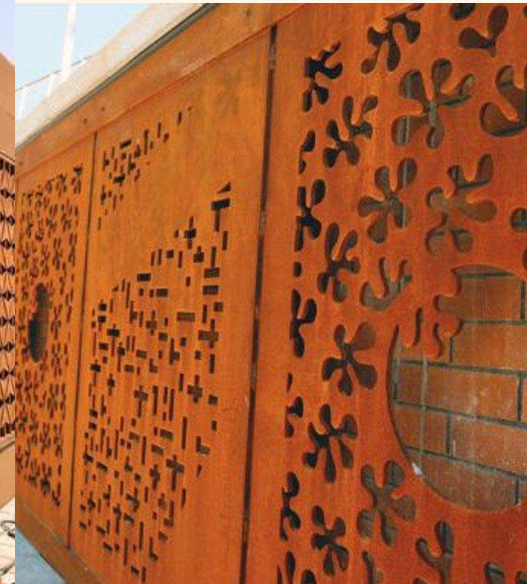


Shag River



Waitaki Bridge

Natural materials



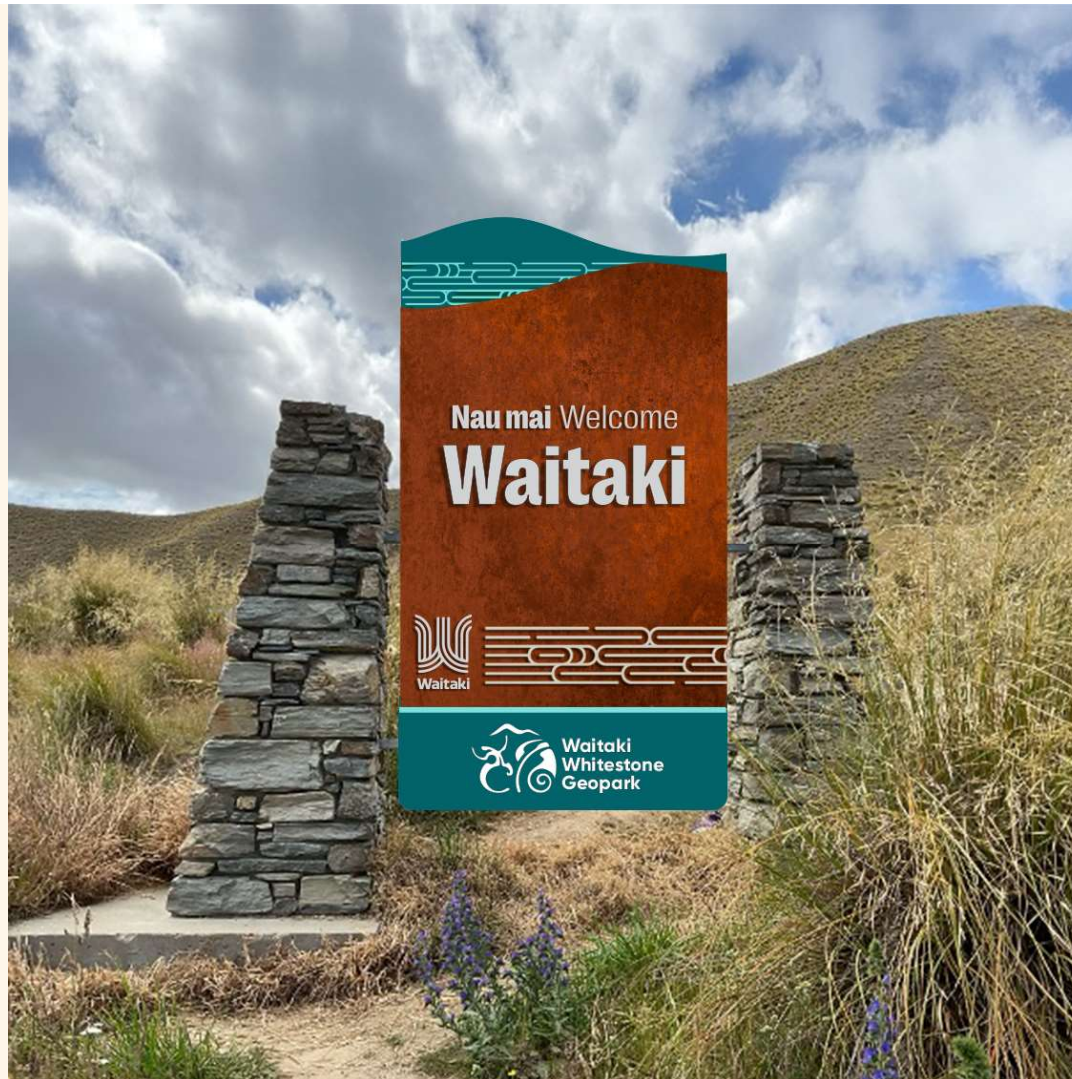








NDC Design Evolution
DRAFT



NDC Design Evolution
DRAFT





OC Design
olution
AFT

Natural materials

- Corten steel is very **durable** and the rust look actually seals the surface. That is why shipping container and truck decks are made from it.
- Corten does not require any treatment. Panels are pre-rusted so they look nice right away and get better with age.
- The coarse-grained patina is **graffiti and sticker-resistant**, and any repairs or alterations to the corten steel structure will become invisible over time due to its natural oxidation.
- Its popular as a cladding on a home too - the Galley in town is a good example
- Corten steel Maintenance: **None required**. Graffiti can be removed with a high-pressure washer. The rust patina is then locally removed, but will gradually return.










Township signage concepts



OC Design Evolution DRAFT

6.2 CORRESPONDENCE

Author: Erik van der Spek, Network Manager
Authoriser: Roger Cook, Director Natural and Built Environment
Attachments: 1. Correspondence from Gary and Corrina Johnston- Gilligan Street Palmerston  

RECOMMENDATION

That the Waihemo Community Board formally receives one items of correspondence and considers officer comments (where available) and any actions in response.

PURPOSE

The purpose of this report is to present Board correspondence that has been received by the Board Chair for formal receipt by the Board and to provide additional officer comments where these have been sought by the Chair and for actions to be agreed in response.

SUMMARY

Correspondence has been supplied by the Board Chair for formal receipt at this meeting.

1. Gilligan/ Brough Street Intersection

A letter to the Waihemo Community Board expressing concern about Gilligan/ Brough intersection is provided in Attachment One. The letter expresses concern about vehicle speeds since the intersection was changed.

The Intersection change was initiated in 2015 from a request of the Waihemo Community Board. The request stated *'Intersections of Gilligan St and Brough St in Palmerston have a give way giving the right of way to Brough St. This is an historical set up that was originally set up as this used to be a busy road to the old tip and there was not the outside traffic, that now exists, on Gilligan St. Could the setup be looked at with a view to changing the give way to Brough St as at least 98% of the traffic travel on Gilligan St. There has been two near accidents, that I know of, in the last 12 months as visibility has now been restricted by a garage that has recently been built on Brough St. Most of the Community Board have viewed the intersection and agree that a change is necessary.'*

Council will arrange for some traffic counters to be installed to assess speed. This will help to confirm the extent of the concern and could provide information for Police enforcement of speed limits.

Visibility to and from this intersection from residential properties is adequate.

Speed humps, or rumble strips are generally used in targeted locations of High risk such as outside schools and are unlikely to assist in this case due to the length of road concerned.

Reversing the change could result in further accidents at the intersection, which was the rationale for the Community Board requesting the change in the first place.

26/04/2025

Waihemo Community Board
Palmerston.

Chairperson Heather Mc Gregor

Dear Heather

We live at 67 Gilligan Street Palmerston and are deeply concerned about the speed of vehicles using the section of Gilligan Street between Mull St and Stromness Street.

When we first moved here in 2010 there was a give way on Gilligan Street at the intersection of Brough Street, this was a very effective way of controlling the speed of traffic along this section of the street as vehicles had to slow right down and give way to vehicles using Brough Street.

Several years ago, the council decided to change the layout and install the give way on Brough Street which has now resulted in the traffic on Gilligan Street having a long uncontrolled section of street with hill approaches from both ends. The speed and volume of traffic has increased, especially around work/shift start and finish times.

There are no footpaths on this section of the street, so pedestrians have no choice but to walk on the roadway. Turning in and out of our driveway is a real challenge with limited visibility in one direction for both us and road users.

There is also a family of young children who bike, walk their dog, and play in the area.

I believe there is the real potential for an accident to happen if some measures are not taken to address this problem.

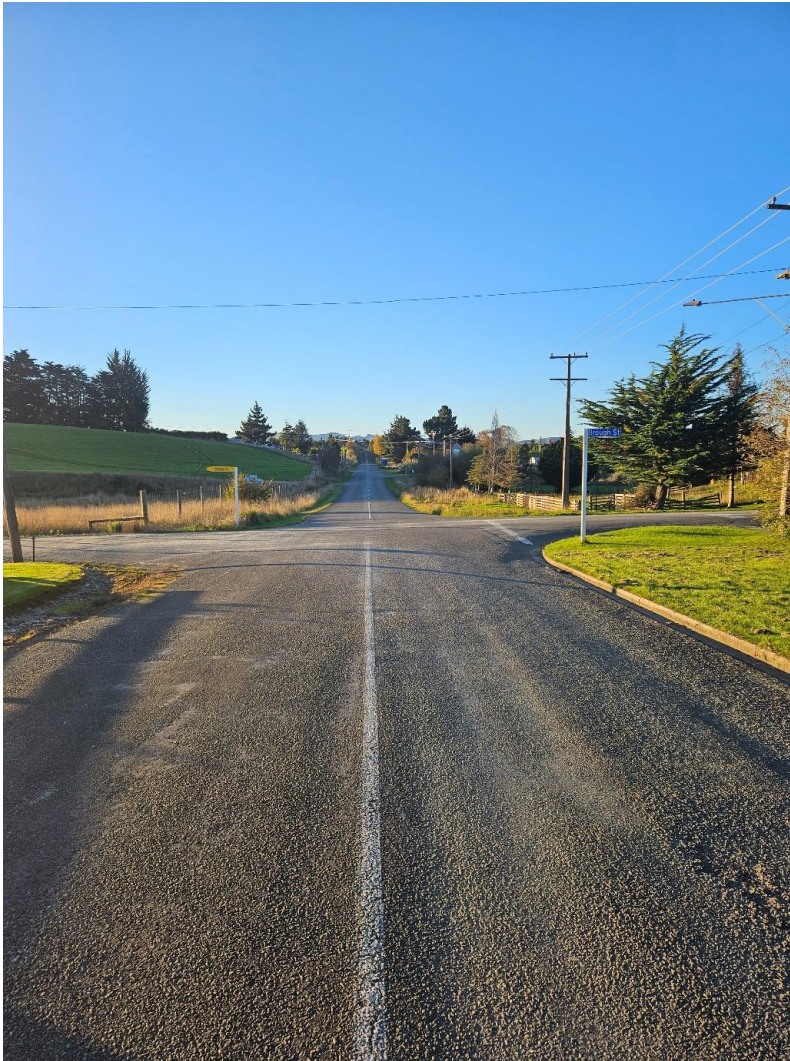
Could we please ask the Waihemo Community Board to work with Council to consider reinstalling the give way on Gilligan Street and/or some traffic calming measures such as speed humps, rumble strips, increased road markings etc.

We also have the support from several neighbours who all share our concerns. I have spoken with Constable Shell Cobby from Palmerston Police and she is actively patrolling the area when possible.

We look forward to your reply. Thank you.

Yours Faithfully

Gary and Corrina Johnston



6.3 BUILDING CONSENTS ISSUED IN THE WAIHEMO WARD DURING FEBRUARY AND MARCH 2025

Author: Brent Cunningham, Building Services Manager

Authoriser: Roger Cook, Director Natural and Built Environment

RECOMMENDATION

That the Waihemo Community Board receives and notes the information.

PURPOSE

To provide Board members with a list of building consents issued in the Waihemo Ward during February and March 2025.

FEBRUARY 2025

Project Address	Project Description	Cost (\$)
Goodwood Road, Palmerston	New transportable 2-bedroom, 1 bathroom dwelling Temporary site to be removed and relocated, no drainage or foundations	220,000
Copinsha Street, Palmerston	Foundations, connections to services, installation of a woodburner, construction of a garage and link way for a pre-built 3-bedroom, 2-bathroom dwelling	95,000
Stafford Street, Hampden	Construction of a 50m2 dwelling and septic system	300,000

Area Sub-totals	Cost \$
Palmerston	315,000
Hampden	300,000

MARCH 2025

Project Address	Project Description	Cost (\$)
Islip Street, Waynes	Construction of a 1 bedroom, 1 bathroom dwelling with woodburner and Wastewater Treatment system. Addition of a second woodburner, new window, lintel and bracing to western end wall. Remove Clear-Light Corrugated rain screen section - all Corrugated Iron rain screen on dwelling	275,000
Pagan Road, Palmerston	Construction of an 8 bay MITEK Pole Shed	46,000
Stromness Street, Palmerston	Extend lounge/dining area of existing dwelling	100,000
Stafford Street, Hampden	Install replacement freestanding Maxen Kinmont 350 heater with Dektite flashing	5,500

Horse Range Road, Palmerston – Hillgrove	Installation of a free-standing woodburner and ECO Flue Kit with Dektite Premium Soaker Tray Flashing into Pole Shed	5,000
Leicester Street, Hampden	Installation of a free-standing woodburner and Maxen Flue Kit with Dektite Premium Soaker Tray Flashing	5,500

Area Sub-totals	Cost \$
Hampden	11,000
Palmerston	146,000
Palmerston- Hillgrove	5,000
Waynes	275,000

6.4 FINANCIAL REPORT TO WAIHEMO COMMUNITY BOARD (MARCH 2025)

Author: Amanda Nicholls, Chief Financial Officer

Authoriser: Paul Hope, Director Support Services

RECOMMENDATION

That the Waihemo Community Board receives and notes the information.

PURPOSE

This report is intended to update the Waihemo Community Board on financial matters and activities within the Waihemo ward.

BACKGROUND

Summary of key financial results – Appendix A

This is a high-level view which summarises rates revenue and the operational cost of the Community Board activity – operating costs include the remuneration and other expenses related to the elected members of the Board themselves and a share of Council overheads, together with details of grants made during the period.

This report records the Board's financial performance against budget for the nine months ended 31 March 2025.

Significant projects within the ward – Appendix B

The Board may submit proposals for works to be undertaken that it believes will benefit the community, and Council officers also schedule large projects with that same objective. This report provides a financial summary listing those projects, their budgeted cost, and the amounts spent to date on bringing them to fruition. Members may request further information to be provided to a future meeting.

Community funding – Appendix C

This report provides details of budgeted and actual amounts of grant funding provided for community groups and activities within the Board's purview.

Separate rate accounts – Appendix D

This report details balances for hall accounts only as of 31 December 2024. The Board will receive full details of all separate rate accounts pertaining to activities within the ward as of June each year, but during the year will receive a quarterly update on the position relating to halls.

Appendix A - Summarised Key Financial Results for the period ended 31 March 2025

The table below sets out summarised financial information related to the Community Board for the third quarter of the 2024-25 financial year, including amounts budgeted but unspent in 2024 and previous periods for community grants and discretionary spending.

Further analysis of unspent grant funding is provided in Appendix C which details community grant and discretionary spending.

	2025 3rd qtr actual	2025 Full Yr Budget	2024 Full Yr Actual
Rates revenue	257,369	342,421	332,828
Unspent budget brought forward	-	50,844	-
Total Revenue	257,369	393,265	332,828
Operating costs	187,871	342,421	350,558
Unspent grant budget brought forward	-	50,844	-
Operating costs	187,871	393,265	350,558
Surplus	69,498	-	(17,730)

Appendix B - Significant projects planned within the ward in the 2024-25 financial year.

This report details projects to be undertaken in the Waihemo ward during the 2024-25 financial year, highlighting progress being made by reporting projected project cost and actual cost incurred to date. The intention of this report is to inform the Board on progress towards the completion of key capital works for the benefit of the communities in the Waihemo ward.

Approved budget includes both the adopted 2024-25 Enhanced Annual Plan budget for the work and any unspent budget amounts approved to be carried forward from the 2023-24 financial year.

Spent to date includes expenditure processed up to approximately two weeks prior to the date of this meeting.

Project	2025 Budget	Spent to date	Balance
7870.701.401 Community Safety Cameras - Palmerston CBD	12,000	19,914	(7,914)
W1734 Coastal Erosion Mitigation	10,780	1,625	9,155
W1819 Puketapu Track	800,000	10,747	789,253
W2107 Palmerston Cemetery - new ash beam	52,020	-	52,020
W2049 Moeraki Sea Outfalls @ Millers Bay Reserve	150,000	11,408	138,592
3330.580.401 Maintenance of Watercourses in Palmerston	25,000	-	25,000
7331.700.401 Moeraki Haven Street Bollards & Walking Track	50,000	-	50,000
W2104 Palmerston streetscape	53,000	-	53,000
W1815 Hampden Wastewater Issues & Options	40,000	3,344	36,656
W1748 Waihemo Urban Water Main Upgrades	3,950,000	1,016,184	2,933,816
W1760 Palmerston Wastewater Main Renewals	650,000	264,898	385,102
W1834 Wastewater Overflow Mitigation - Palmerston	150,000	264,898	(114,898)
W1869 Coastal Landfill Remediation	6,966,000	8,226,851	(1,260,851)
W2056 Copinsha Street footpath	110,000	94,764	15,236
	13,018,800	9,914,633	3,104,167

Appendix C - Community Funding

The annual budget for the Community Board includes amounts intended to enable it to provide a level of additional financial support within its local community.

- **Discretionary Fund**
 1. The annual budget of \$5,000, together with unspent funds of \$18,492 from the 2023-24 financial year, provides \$23,492 to fund small community projects. As this budget is funded directly from rates, balances unspent at year end is carried forward until spent.
 - 2.
- **Community Grants**
 3. An annual budget of \$9,000 for Community Grants, including \$5,000 for the Waihemo Heritage Trust. Unspent balances are carried forward until spent, and \$29,853 has been added from 2023-24, providing \$38,853 for the 2024-25 financial year.

Council is commencing work on the 2025-2034 Long Term Plan, and officers would appreciate the Board reviewing its projected budgets for community and discretionary grants over that period.

The report below details expenditure on grants in the current year – recipient, purpose and amount provided against the annual budget, including amounts unspent from previous periods.

	Annual Budget	Payment made to	Project/purpose of payment
Community Grants			
Palmerston Museum (specific)			
Annual Plan budget	5,000.00		
ADD unspent budget from prior year	<u>10,000.00</u>		
Available to spend	15,000.00		
Total spent current year	-		
Balance to spend	<u>15,000.00</u>		
General Community Grants			
Annual Plan budget	4,000.00		
ADD unspent budget from prior year	<u>19,853.00</u>		
Available to spend	23,853.00		
Spent current year	-		
Balance to spend	<u>23,853.00</u>		
Discretionary Fund			
Annual Plan budget	5,000.00		
ADD unspent budget from prior year	<u>18,492.00</u>		
Available to spend	23,492.00		
Spent current year	-		
Balance to spend	<u>23,492.00</u>		

Appendix D - Separate Rate Accounts

These record unspent balances of targeted rates levied for specific purposes, such as water and sewer systems, township amenities (including stormwater systems if applicable), community halls, and Ward Services (including parks and reserves, sports fields, etc).

The preparation of financial reporting of separate rate accounts is subject to delays arising from the need to ensure accuracy in processing financial transactions, particularly relating to capitalisation and depreciation of assets, and to the funding of capital projects. For this reason, presentation of these reports cannot be made in a timely manner.

The table below lists the balances of separate rate accounts relating to community halls within the Waihemo ward as at 31 December 2024.

The Palmerston Hall rate supports the operations of two halls in the township. Council maintains a depreciation reserve in relation to the Palmerston Sports Hall only.

		Rate Account Balance	Depreciation Reserve Balance	Internal Loans Balance
		30-Dec-24	30-Dec-24	30-Dec-24
Hall				
Dunback		\$ 11,798	\$ -	\$ -
Hampden		\$ 9,972	\$ -	\$ -
Macraes		\$ 5,142	\$ -	\$ -
Moeraki		\$ 32,862	\$ -	\$ -
Palmerston		-\$ 17,691	\$ -	\$ -
Wainakrua		\$ 415	\$ -	\$ -

6.5 CHAIRPERSON'S REPORT

Author: Sieglyn Duero, Executive Assistant

Authoriser: Alex Parmley, Chief Executive

RECOMMENDATION

That the Waihemo Community Board receives and notes the information.

PURPOSE

The purpose of this report is to share the Chairperson's report with Board members and the public.

Meetings attended

16 March 2025	Meeting Palmerston Waihemo RSA
24 March 2025	Meeting with Puketapu Community Trust
25 March 2025	Meeting with Civil Defence and local Police Officers
26 March 2025	Meeting with a rate payer with concerns at Shag Point
31 March 2025	Invite to speak to Palmerston St John Cadets
3 April 2025	WCB Informal Discussion on Council Operating Model
7 April 2025	Meeting Palmerston Waihemo RSA
8 April 2025	WCB Agenda Meeting, Oamaru
8 April 2025	Community Group Grants, Oamaru
8 April 2025	WCB Informal meeting
9 April 2025	Meeting Puketapu Radio
11 April 2025	Attended and organised Poppy Day, Palmerston
25 April 2025	Attended and organised Anzac Day in Palmerston and Dunback
2 May 2025	Pink Ribbon Morning Tea, Palmerston

Community Group Grants

Two local groups were granted funding for their forth coming projects in April.

East Otago Musical Theatre \$3000.00

Hamraki Rag \$1500.00

CCTV

This has been installed in the main area in the Palmerston Town Centre.

Community Housing

The Council Flats have started with the repainting, one block has been completed.

District Signage

Officers will be speaking to Board Members regarding the town entrance signs, this has certainly taken some time for the process to go through Council, but I am sure residents of Palmerston will welcome the new signage in the coming months.

Anzac Day

As part of my role with the Palmerston & Waihemo RSA, I organised the Anzac Day Services for Palmerston and Dunback.

Board Member Kerry Stevens organised the Hampden Service.

Thank you to the Board Members and Mayor Gary Kircher who laid wreaths on behalf of the Waihemo Community Board and the Waitaki District Council.

Pink Ribbon Morning Tea

Organising is well under way as we plan for the thirteenth annual fundraising event for Breast Cancer NZ. This is being held in Palmerston on Friday, 2 May 2025.

6.6 COMMUNITY BOARD MEMBERS AND WARD COUNCILLOR'S REPORT

Author: Sieglyn Duero, Executive Assistant

Authoriser: Alex Parmley, Chief Executive

RECOMMENDATION

That the Waihemo Community Board receives and notes the information.

PURPOSE

The purpose of this report is to convey reports from the Waihemo Community Board Members and the Waihemo Ward Councillor for the information of communities throughout the Waihemo Ward.

WAIHEMO COMMUNITY BOARD MEMBER REPORTS

Board Member Paul Roy

[No report was supplied by the time of agenda production.]

Board Member Tanya Bell

10 March 2025	Waihemo Community Board Meeting Palmerston
16 March 2025	Rural Women - Celebrating 75 years of the Macraes-Dunback branch of Rural Women Macraes
17 March 2025	East Otago Medical Trust Meeting Palmerston
3 April 2025	Waihemo Community Board Informal discussion Palmerston
6-7 April 2025	Waihemo Collie Club Dog Trials Dunback
11 April 2025	Collecting for RSA Palmerston
15 April 2025	Meals on Wheels delivered
25 April 2025	Wreath laid at the Dunback Memorial for Anzac Day on behalf of the W.C.B. Dunback
5 May 2025	East Otago Medical Trust Meeting Palmerston

Board Member Carol Watson

3 April 2025	Attended an informal meeting of the Community Board with some council staff in attendance
8 April 2025	East Otago Catchment Group Meeting (missed informal Community Board Meeting)
25 April 2025	Attended ANZAC service in Palmerston and laid A wreath on behalf of the Waihemo Community Board.

Board Member Kerry Stevens

10 March 2025	Met with Heather McGregor and Matt Hannagan regarding stormwater drain at Hampden School
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10 March 2025	Attended WCB meeting
14 March 2025	Wrote and sent report regarding stormwater drain on Hampden School to Heather McGregor
18 March 2025	Attended WDC LTP hearing and spoke on behalf of WCB's submission
03 April 2025	Attended WCB informal meeting re Council operating model
08 April 2025	Attended WCB informal discussion re several local matters
22 April 2025	Met with Jennifer Black and Matt Hannagan re submission to Miles Anderson MP about SH1 speed limits in Hampden
25 April 2025	Hosted Hampden Anzac Day Service – very good attendance with Hampden Hall full. Jim Hopkins was guest speaker and spoke very well.

I will be meeting with Miles Anderson MP for Waitaki and several concerned Hampden residents on Mon 12 May regarding SH1 speed limits in Hampden. Cr Jim Hopkins and Heather McGregor have both been very supportive regarding this issue and their support is much appreciated.

Waihemo Ward Councillor Jim Thomson

11 March 2025	Council Workshops Oamaru
17 March 2025	LTP submissions Oamaru
18 March 2025	LTP submissions Oamaru
25 March 2025	Council Oamaru
26 March 2025	NZ Planning Conference Invercargill
27 March 2025	CEEC subcommittee Oamaru
31 March 2025	LTP Deliberations
1 April 2025	Council Oamaru
3 April 2025	WCB meeting with new locality staff
4 April 2025	Extra ordinary council meeting (zoom)
8 April 2025	Council briefings Oamaru
10 April 2025	DPRSC Oamaru
11 April 2025	Governance only and LTP Workshop
23 April 2025	Meeting with Mayor and Ratepayers re Beach Road.
25 April	ANZAC services Palmerston and Dunback.
28 April 2025	LTP discussions Oamaru
29 April 2025	Council Oamaru
29 April 2025	Zoom interview CCO director
1 May 2025	Zoom interview CCO director
5 May 2025	Otago Southland RTC
6 May 2025	Briefings and workshops Oamaru

6.7 COUNCIL INFORMATION REPORT - LINKS TO COUNCIL MEETING AGENDA PAPERS

Author: Sieglyn Duero, Executive Assistant

Authoriser: Alex Parmley, Chief Executive

RECOMMENDATION

That the Waihemo Community Board receives and notes the information.

PURPOSE

The purpose of this report is to provide links to final agenda papers and any related attachments for recent Council Meetings and events, along with the Chief Executive's summary of discussions at Council Meetings (where available), for the information of Community Board members and their Ward communities.

SUMMARY

Links are provided below to the final agenda papers to recent Council Meetings, as published on Council's website, since the previous Community Board Meeting. The Chief Executive's summaries of Council Meetings, where available and as posted on Facebook, have also been provided within the list of links, for ease of reference for Board Members and residents of their Ward communities.

Please note that recordings of all the public sessions of the meetings and events listed below can also be found on Council's YouTube page (direct links provided below):

[Waitaki District Council - YouTube](#)

<https://www.youtube.com/channel/UC5QsY7I0r-NK-TEIR8C9yNw>

Click on the LIVE tab to bring up the various meetings and events that have been livestreamed.

Direct links to Council Meeting agenda papers since the last Community Board Meeting, as published on Council's website in the "Council Meetings / Agendas and Minutes" section are provided below.

Public Agenda for the Council Meeting held on 25 March 2025

[Agenda of Council - Tuesday, 25 March 2025](#)

Public Agenda for the Extraordinary Council Meeting held on 4 April 2025

[Agenda of Extraordinary Council - Friday, 4 April 2025](#)

Public Agenda for the Council Meeting held on 29 April 2025

[Agenda of Council - Tuesday, 29 April 2025](#)

Chief Executive's Summary of 25 March 2025 Council Meeting (as per Facebook):

Today at Council the Chief Executive presented his quarterly CE report. It took the opportunity to highlight the fantastic progress we are making in changing our organisation to deliver to our district and customers in a different and more effective way.

At the same time we continue to deliver most of our BAU and some significant projects for the district.

However, it also highlighted that we are feeling the strain as an organisation, in transforming, delivering a significant work programme and dealing with big pieces of work such as the Long Term Plan, the District Plan and Local Water Done Well. The Chief Executive encouraged the Council to remain focused on the priorities and thanked staff for their work, and councillors for their support.

Council also reviewed reports from our Council Controlled Organizations (CCOs).

Whitestone Contracting Ltd made a profit of \$474,933 before donations and taxes for the six months ending December 31, 2024. This is a bit less than last year, but the company is still doing well.

Tourism Waitaki Ltd (TWL) had a strong performance in the first six months of the financial year. TWL is responsible for promoting the Waitaki District to visitors and running the Ōamaru Blue Penguin Colony. TWL has grown its income and reduced costs, so it doesn't need funding from the Council this year.

Omarama Airfield Ltd is our smallest CCO, and we own 50% of it. OAL provides an important facility for locals and visitors. It had a successful summer, but its income was just below its costs. OAL is still working on selling plots at its subdivision at Nimbus Drive.

Finally, the Council received a report on the Waitaki Identity and Story. This project aims to create new tools and branding to promote the district to visitors, investors, and potential residents.

It includes replacing old signs at the district and town entrances and other promotional materials to support growing our economy.

Today, the Council agreed to adopt a new logo for the Waitaki Identity, which will be part of the new branding. This will be shared with the community shortly.

Chief Executive's Summary of 4 April 2025 Council Meeting (as per Facebook):

Council agrees preferred option for Local Water Done Well consultation

The Waitaki District Mayor and Councillors today agreed upon a preferred option for consultation with the community for the future of Water Services Delivery as part of the Government's Local Water Done Well reform programme.

The Mayor and Councillors were provided with new modelling by Morrison Low on the viability of an In House Business Unit, External Council owned CCO and a joint CCO with three other Southern Councils – Central Otago, Clutha and Gore – in a proposed partnership under the name Southern Water Done Well.

This is different to the modelling for an Otago/Southland option which was explored in 2024, but did not progress. That modelling was the basis for Councils earlier Long Term Plan consultation questions regarding water services.

The modelling also accounts for the contents of the current Local Government (Water Services) Bill which is currently before Parliament, that provided further information on the role of the Commerce Commission.

This also made it clear that there is no 'status-quo' option for Council, water services cannot be delivered as they are – as the legal and regulatory framework for both water delivery, infrastructure, investment and charge – as well as the debt required to meet these, would exceed Councils ability to meet.

The bill also includes additional consultation requirements not contained in the Local Government (Water Services Preliminary Arrangements) Act 2024.

This requires Council to conduct a consultation on the options presented today, before making a decision and providing a Water Services Delivery Plan to the Department of Internal Affairs by September 3, 2025.

Council also directed the Chief Executive to explore including a fourth option on the consultation, a potential partnership with Timaru, Mackenzie and Waimate. While there is some modelling of this undertaken in early March, there has not been commitment to a similar partnership or project collaboration like the Southern Water Done Well group of Councils, and it lacks the more detailed modelling resulting from that partnership.

Waitaki District Council will be providing further information on this consultation and the Government's water reforms legislation later this month, ahead of a planned consultation opening on May 6 2025 and closing on June 9 2025.

Deputy Chief Executive's Summary of 29 April 2025 Council Meeting (as per Facebook):

District Plan – Councillors discussed 2 papers in relation to the complex District Plan. The first went through as proposed with a few minor issues identified by staff and recommended by the District Plan Review Sub Committee, as well as a few minor issues identified by officers that involved further refinement and simplification of the consent process in a few areas. The second was in relation to a requested extension of the consultation period for a representative of a group of submitters and the recommendation of appointing an independent commissioner to decide on procedural matters. After much discussion, Councillors resolved to extend the consultation period for all submitters and not to appoint the independent commissioner support.

Local Approved Products Policy – Psychoactive Substances – 3 yearly review – Whilst we don't currently have any of these products approved for public use, it was discussed that there is benefit in keeping a policy in place. Therefore, it was agreed to approve the policy with no changes and that the next review will take place in 2030, assuming nothing else changes during this time.

Ōamaru Heritage Buildings Landmarks Listings – this was a great discussion that would allow us to finally recognise the work of many Waitakians over many years to preserve our remarkable heritage area. Approval of this paper as written, allows Heritage New Zealand Pouhere Taonga (HNZPT) to list Council-owned property and legal registered interests in the Ōamaru Historic Town Centre and Port National Historic Landmark Proposal. This means that our Ōamaru Historic Town Centre and Port sites would go from being listed among the thousands of items on HNZPT's list to one of only a handful of places of exceptional national significance, requiring no additional regulatory burden on Council as a property owner. This marks very exciting progress for both the protection and promotion of our Taonga.

Triennial Elections 2025 – In relation to voting methods for the next and future elections. At the March Council meeting, the Governance Team requested further information on the cost and possibility of moving to booth voting, or a combination of booth and postal, hence this paper. Following much discussion of the possible methods, costs and resourcing requirements of changing the methods, and on the advice that it was too close to the 2025 election to make this change, Council resolved to continue with the postal voting method for this election. They also resolved to use the random order of candidate names on the voting papers, as per previous years. We did also agree that we could relook at the cost and resourcing implications for future elections, post the 2025 triennial elections.

7 MEETING CLOSE