



Otorohanga Community Board

AGENDA

13 June 2013

Members of the Otorohanga Community Board

Mr R Prescott (Chair)
Mrs EM Cowan (Deputy Chair)
Mrs AC Laws
Mr AG Ormsby
Mr PD Tindle
Mr DR Williams

Meeting Secretary: Mr CA Tutty (Governance Supervisor)

OTOROHANGA COMMUNITY BOARD

13 June 2013

Notice is hereby given that an ordinary meeting of the Otorohanga Community Board will be held in the Council Chambers, Maniapoto St, Otorohanga on Thursday 13 June 2013 commencing at 4.00pm.

6 June 2013

DC Clibbery
CHIEF EXECUTIVE

AGENDA

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PRESENT

IN ATTENDANCE

APOLOGIES

ITEMS TO BE CONSIDERED IN GENERAL BUSINESS

CONFIRMATION OF MINUTES – 9 MAY 2013

REPORTS

Item 136 REQUEST FOR DRAIN PIPING – DOMAIN DRIVE

To: **Chairman and Members
Otorohanga Community Board**

From: **Engineering Manager**

Date: **13 June 2013**

Relevant Community Outcomes

- The Otorohanga District is a safe place to live
 - Ensure services and facilities meet the needs of the Community
 - Manage the natural and physical environment in a sustainable manner
-

Executive Summary

A request has been received for assistance in respect of piping an open stormwater drain that runs alongside Domain Drive next to the Otorohanga Kiwihouse.

Staff Recommendation

It is recommended that:

Consideration is given in the later stages of the 2013/14 financial year to making a contribution of up to \$5,000 towards the cost of works to modify the existing storm water drain on the Kiwi House site off Domain Drive.

Report Discussion

A request (copy attached) has been received from the Otorohanga Kiwi House requesting that the existing open storm water drain that runs alongside Domain Drive on the southern side of the Kiwi House site is piped.

This open drain has two distinct sections, each approximately 45 metres long, as follows:

- An upstream section of narrow & shallow trench (typically around 500mm wide and deep) into which flows storm water from a 225mm diameter pipe.
 - A downstream section of much larger open drain (more than 1.5 metres deep), which flows into a 600mm diameter pipe.
-

The reason why these two sections of open drain are so different in dimensions is not readily apparent. The main storm water flows that enter the 600mm diameter pipe come from pipes flowing into the open drain less than 6 metres upstream of the large pipe inlet, and there does not appear to be a need for the section of drain above this to be so deep, other than to (perhaps) enable drainage from a small pipe that appears to come from an adjacent Kiwi House pond, which could be directed elsewhere.

The section of open drain is shown as the dashed line on the plan overleaf. The solid lines are piped drains feeding into it, with the thickness of the lines indicating the relative size of those pipes. The open drain is entirely on the premises of the Kiwi House, but it is a public drain since it carries stormwater from a catchment area that includes the upper section of Domain Drive and Gradara Avenue.



Problems with Existing Open Drain

The primary problem that has been cited by the Kiwi House in respect of the existing drainage arrangement is that flooding of its premises has occurred at the downstream end of the open drain.

This flooding has occurred because the inlet to the 600mm pipe (which is screened with coarse weld mesh) has become blocked in heavy rain.

Such blockage and associated flooding are however primarily the consequence of other previous actions by the Kiwi House, in particular:

- The Kiwi House has previously piped the lower section of open drain through their premises, moving the potential point of overflow further upstream; and
- The Kiwi House's recent felling of the trees alongside the drain (shown on the plan above) has contributed to a large quantity of fine branches and twigs being left in the drain, which naturally get carried onto the pipes intake screen in heavy rainfall, with leaves then building up behind these branches.

It is believed that prevention of blockages at the pipe inlet could be simply achieved by taking all of the twigs and branches out of the open drain. With the trees alongside the drain now removed, there would be little potential for obstructive matter to enter the drain in the future, with the existing screen being sufficiently coarse to allow leaves to pass easily.

It is however believed that the real issues for the Kiwi House are matters of aesthetics and site amenity.

Storm Water Contributions Policy

Council's *Policy on Contributions for Storm Water Works* provides a framework to guide decisions on requests for modification of the public storm water system, in particular the extent of financial contributions towards such works.

The benefit criteria of this policy are as follows (in italics):

To be considered for subsidy, the proposed work shall in all cases be to a design and standard of construction approved by Council, and will satisfy one or more of the following five criteria in respect of the expected benefits resulting from this work:-

- It will effectively address a potential flooding problem that is considered by Council to pose a significant threat of damage to property in its existing state of development;*
- It will effectively address health or safety issues that are considered by Council to have real and immediate potential for harm;*
- It will make a significant positive contribution to the ability of Council to effectively maintain the existing stormwater system;*
- It shall provide significant other benefits for the general community that may include substantially enhanced aesthetics, amenity value or overall drainage system performance in terms of either capacity or environmental impact;*
- It enables property improvement where it is considered that such improvement has benefits for the broader community.*

Furthermore the work will not:-

- Be required to remedy a stormwater related problem which makes any property substantially unsuitable for its current or intended use, and which should have been readily apparent to the owner of that property at the time of purchase or change of use; or*
- Be a solution that would be expected to result in the existing problem being replaced by a problem of similar severity at a new location; or*
- Significantly reduce the ability of the existing stormwater drainage system to accommodate (through controlled flow and planned retention) a rainfall event of critical duration with a 20 year return period based upon the current and foreseeable future development of the relevant catchment(s); or*
- Be work that is required to remedy previous unauthorised work on public stormwater drains that has been carried out by, or with the approval of, the current owner of the property on which such work has occurred; or*
- Take a form that is significantly more costly than another, equally effective means of achieving the same objectives; or*
- Be likely to have the effect of imposing on Council additional liabilities and responsibilities for maintenance that are of such an extent as to be considered unacceptable.*

It should be noted that compliance with the conditions above enables subsidy of the work in question to be considered. This compliance should not however be taken as necessarily representing a firm commitment on the part of Council to undertake or subsidize such work.

Assessment of Request Against Policy Criteria

It is acknowledged that flooding has occurred, but as discussed previously, the removal of existing debris from the drain appears to offer a much less costly means of addressing this issue than piping the drain.

There is very little potential benefit of piping the drain in terms of health and safety. The drain is not in a location where children are likely to be in it, the footpath along domain drive is on the

other side of the (very wide) road, and it is approximately 50 metres away from the Camp Kiwi Holiday Park, so it is unlikely that anybody would be near it, particularly during heavy rain, which is the only time that there will be a significant flow of water. The entrance to the 600mm diameter pipe already has a coarse screen over it that would prevent a child entering.

It is difficult to see how piping would make a '*positive contribution to the ability of Council to effectively maintain the existing storm water system*'. If the existing tree debris was removed from the drain to prevent blockages the existing open drain should function perfectly well, with a significantly lower lifetime cost than a piped drain.

Similarly piping the drain is considered unlikely to '*provide significant other benefits for the general community that may include substantially enhanced aesthetics*' since the drain is not in a highly visible location.

As such the only policy criteria that appears to be satisfied by piping of the drain is that '*It enables property improvement where it is considered that such improvement has benefits for the broader community*'. The Policy states the following in respect of such works:

- *Works that provide improvements in respect of amenity value, aesthetics and/or property development may together qualify for a subsidy of not more than 10% of the cost of works;*

Probable Cost of Piping

The work required to fully pipe the drain would be expected to consist of the installation of approximately 85 metres of concrete 225mm diameter pipe, 5 metres of 600mm pipe, 5 metres of 450mm pipe, one large (1500mm diameter, 2.5 metre deep) manhole and possibly one further smaller manhole.

The installed pipes would be to the same standards as normally required for sections of the public storm water network. Once an open drain is piped it is inevitable that there will be an expectation that Council will in future maintain and renew the pipe, and for this reason the pipes initially installed must be to a high standard with a long expected life.

The installation of the 225mm concrete pipe would however be expected to be very straightforward and might cost as little as \$10,000.

The works with the larger pipes and manhole are more difficult. An existing concrete storm water chamber needs to be removed and the connections to the new manhole could be geometrically challenging. It is suggested that it would be prudent to allow \$12,000 for these works in case more complex connections are needed.

As such the overall cost of works, if conducted by a contractor, is considered likely to be in the \$20,000 to \$25,000 range, and as such Council's policy suggests that a financial contribution of up to \$2,500 towards these works might be appropriate.

It is considered desirable that if piping of this section of drain is undertaken, that all of the associated works – including the connection to the 600mm pipe are completed. The existing concrete chamber is old and showing signs of deterioration and it would be prudent to replace this at the same time as the drain was piped.

Because of this it is suggested that it would be appropriate for Council to provide a contribution that was somewhat higher than the 10% of total cost, with an overall contribution level of \$5,000 being suggested to reflect the value of replacing the chamber.

Previous Works on Drain

The Otorohanga Community has previously provided financial support to the Kiwi House for the piping of the section of drain that is below the section now being discussed. This previous support was in the form of Council providing the pipes, and the Kiwi House arranging and paying for the installation.

This arrangement was however made prior to the introduction of the storm water Contributions Policy, and as such it does not serve as a model for making a decision now. As some members will be aware issues relating to council contributions towards the piping of storm water drains have at times been contentious, and the policy was introduced to better manage such issues.

Other Potential Approaches

Another approach to addressing the issues would be to retain the lower section of the open drain as an open drain, but partially infill the channel above the intercepting pipes, leaving only a much smaller drain, similar to the 500mm wide and deep upper section.

Such a drain could be put along the boundary of the Kiwhihouse site and would be expected to have little adverse impact on that site.

If this approach was adopted it would be suggested that Council should not contribute anything to the cost of the drain modifying works, but would contribute \$3,500 towards the cost of installing the large manhole and connecting pipes at the downstream end of the section.

Execution of Piping Works

The laying of the 225mm drain is considered a relatively straightforward task that could be conducted by competent volunteers, in the same way that the downstream section of pipe was installed some years ago. The drain would be straight, shallow and with a relatively steep gradient, leaving little potential for significant problems.

The installation of the manholes and the associated pipe connections to them is however considered to be work that requires the skills of a qualified drainlayer or other person with extensive relevant knowledge and experience, and it would be desirable to have such a person involved in overseeing all of the works.

Availability of Funding

There is a budget allocation of \$10,000 for storm water Sundry Improvements in Otorohanga in the 2013/14 year for unexpected or minor capital works.

Some of this could if desired be used to subsidise works on the open drain off Domain Drive.

This project is however not considered urgent, and for that reason it is suggested that a final decision on contributing towards such works is delayed until the later stages of the 2013/14 year when a clearer picture of the storm water account for that year is available.

Dave Clibbery
ENGINEERING MANAGER



Mr. Robert Prescott
Chairman
Otorohanga Community Board
C/- Otorohanga District Council
Maniapoto Street
Otorohanga

Dear Robert,

The Otorohanga Zoological Society Management Committee requests that the Council-owned open drain on the Domain Drive boundary of the Otorohanga Kiwi House be piped. The recent removal of conifers by Rotary volunteers assisted by council staff has made the drain readily accessible for piping.

Currently aviaries and adjacent areas inside the Kiwi House Park flood in heavy rainfall events. A Kiwi House staff member is forced to climb into water up to 5 feet deep to remove debris clogging the pipe. This is unpleasant and potentially dangerous for our employee, Sue Tucker.

Recently the Kiwi House has spent significant funds and many hours of staff and volunteer time re-landscaping areas that are subject to flooding from the open drain. The recently completed Kakariki Aviary is particularly at risk. This aviary is designed for public access and is the newest attraction in the Park. The re-developed Pukeko Pond area and Native Falcon Aviary are also subject to flooding when the drain blocks. (The rare and endangered native falcons are ground nesting).

There is also potential public risk to the adjacent Camp Kiwi Holiday Park and residential properties opposite the drain.

We would like to assist the Otorohanga Community Board by providing landscaping expertise and labour to reinstate the road verge on Domain Drive with a 2-mower width grass strip that Kiwi House staff would mow.

Sincerely,

President
Otorohanga Zoological Society
PO Box 222
Otorohanga 3940

Item 137 BURIAL BERM EXTENSION – OTOROHANGA CEMETERY

**To: Chairperson & Members
 Otorohanga Community Board**

From: Community Facilities Officer

Date: 13 June 2013

Relevant Community Outcomes

- Ensure services and facilities meet the needs of the Community
 - Manage the natural and physical environment in a sustainable manner
-

Executive Summary

Location of new berms for burials in the Otorohanga Cemetery to be decided

Staff Recommendation

It is recommended that:

The Otorohanga Community Board decide where the next burial berms are to be located in the Cemetery.

Report Discussion

According to the Cemetery Records, there are 31 burial plots left for sale. According to the Governance Supervisor, Otorohanga has approximately 10 burials per year. At this rate there is provision for 3 years. The ash berms, however, are well catered for.

There is potential for there being a shortage of burial berms in the unlikely event of a pandemic.

We are also heading into the era of the “baby boomers” moving into retirement age and subsequently the likelihood of requiring burial facilities. However, the likelihood of an increase in the demand for ash berms or not could make a significant difference to the requirement of further burial berm extensions.

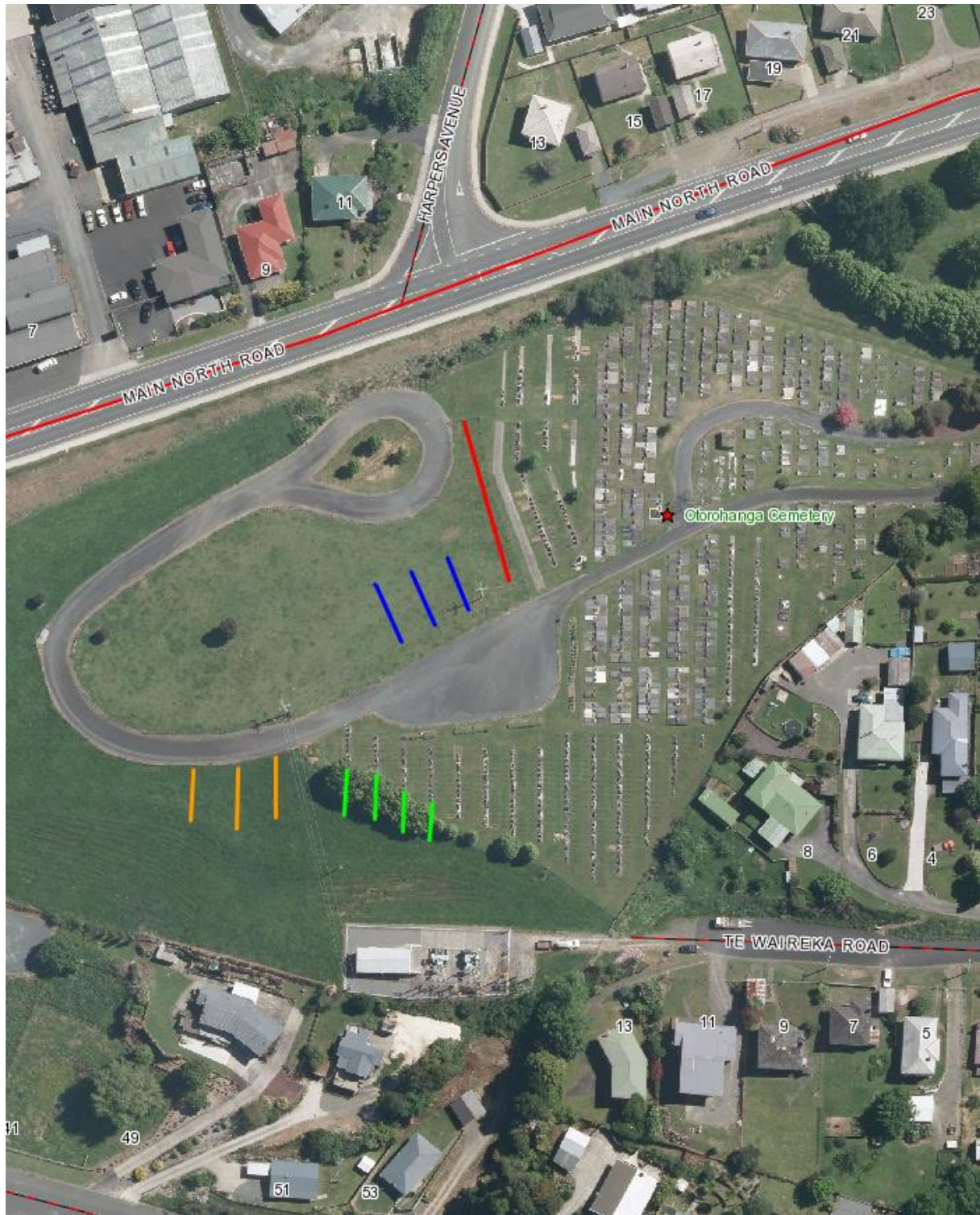
See following page of options for the location of new burial berms. The red line follows a replica of the existing berm on the other side of the footpath. This existing berm is understood to be unpopular due to the steepness of the terrain. In that case the red line again would be too steep. Option 1 (blue) is on flattish land leading out about 12m to the edge of where the land begins to drop away. This one berm would accommodate 20 plots, 10 either side of the beam (berm). Option 2 (mustard) is similar and Option 3 could be an extension to the existing berms with the trees removed and the existing fence moved. All options will need the fencing rearranged with the mowing contract increased and Licence to Graze land decreased.

There is \$10,480 in the 2015/16 budget for berm extension. The cost to build one 12m burial berm including the rearrangement of fencing would be in the vicinity of \$2,000.

Dianne Tautari
COMMUNITY FACILITIES OFFICER

Attachments

- a. Aerial map of cemetery



Red - too steep

Blue - Option 1, move fences

Mustard - Option 2, move fences

Green - Option 3, extension to existing berms, remove trees, move fences.

Item 138 APPLICATION FOR TEMPORARY ROAD CLOSURE - MID-WINTER RUN/WALK PRIZEGIVING

To: **Chairperson and Members
Otorohanga Community Board**

From: **Engineering Support Officer**

Date: **13 June 2013**

Relevant Community Outcomes

- The Otorohanga District is a safe place to live
 - Ensure services and facilities meet the needs of the Community
 - Foster an involved and engaged Community
 - Recognise the importance of the Districts rural character
-

Executive Summary

An application has been received from Weta Promotions Ltd for the following road closure within the Otorohanga township for the purpose of holding the Prize Giving for the Otorohanga Dental Surgery/Bailey Ingham Limited Mid Winter Run/Walk and associated events.

Staff Recommendation

It is recommended that:

Approval be granted for the following road closure and associated events to be held at the Thirsty Weta, Wahanui Crescent:

Purpose: Mid Winter Run/Walk Prize Giving

Date: Wednesday, 19 June and Thursday, 20 June 2013

Details of Closure: **WAHANUI CRESCENT** – from its intersection with Maniapoto Street to its intersection with Whittington Lane

Period of Closure: 12 noon 19 June to 2am 20 June

Detour: By way of Whittington Lane

With the following conditions imposed:

1. No objections are received from the NZ Police Department, or New Zealand Transport Authority.
 2. Persons will be allowed through in the event of an emergency.
 3. Weta Promotions Limited are to pay for all advertising costs in appropriate newspapers. Public notice advertisements are to be published in the Waitomo News.
 4. Weta Promotions Limited are responsible for obtaining public liability insurance (and paying the cost thereof) to a minimum value of \$2,000,000. This is required to indemnify Council against any damage to property or persons as a result of activities during the road closure period. Council requires that it is held covered under the terms of such policy and accordingly the policy is required to be in both parties' names on the form prescribed by Council.
 5. Weta Promotions Limited are to notify the bus and taxi operators of the closures.
-

6. Weta Promotions Limited is to provide a detailed copy of their Traffic Management Plan to Council. This must comply with New Zealand Transport Agency's Code of Practice for Temporary Traffic Management and will require the services of STMS Level One qualified personnel for preparation of the plan and supervision of setting out and control of all temporary traffic management. The Temporary Traffic Management Plan (TTMP) is to be submitted to Council's Roding Department for approval no later than 10 working days before the closure.
7. Weta Promotions Limited are solely responsible for signposting and policing of the roads to be closed and for the detour route. This includes arranging the delivery, erection and staffing of all road closure barriers and the removal thereof after closures.
8. Signs advising of the road closures are to be erected at the start and end of the closed portions of roads and on each intersecting road two weeks prior to the road closure. All signs are to be removed immediately after the closure. A Weta Promotions Limited representative is to meet with Council Engineering Staff regarding the required signs format, size, location and quantity of signs for approval before they are manufactured and erected.
9. The Weta Promotions Limited are to obtain signatures of businesses affected, confirming notification that the proposal has been received.
10. Any damage to the road surface or roadside furniture shall be made good to the satisfaction of the Otorohanga District Council Roding Manager, at the cost of the applicant.
11. All litter is to be removed from the road reserve prior to re-opening the road.

Report Discussion

Receipt of this application does not allow enough time to abide by the objection provisions contained in the Transport (Vehicular Traffic Road Closure) Regulations 1965 but Council can approve this road closure under the Tenth Schedule of the Local Government Act 1974.

Weta Promotions Limited is in the process of consulting with affected businesses and in the interest of this well supported community event going ahead, we trust the Community Board will show their support. In support of this event Council staff have prepared the Traffic Management Plan and supplied signage from Council's community road safety signage store, free of charge.

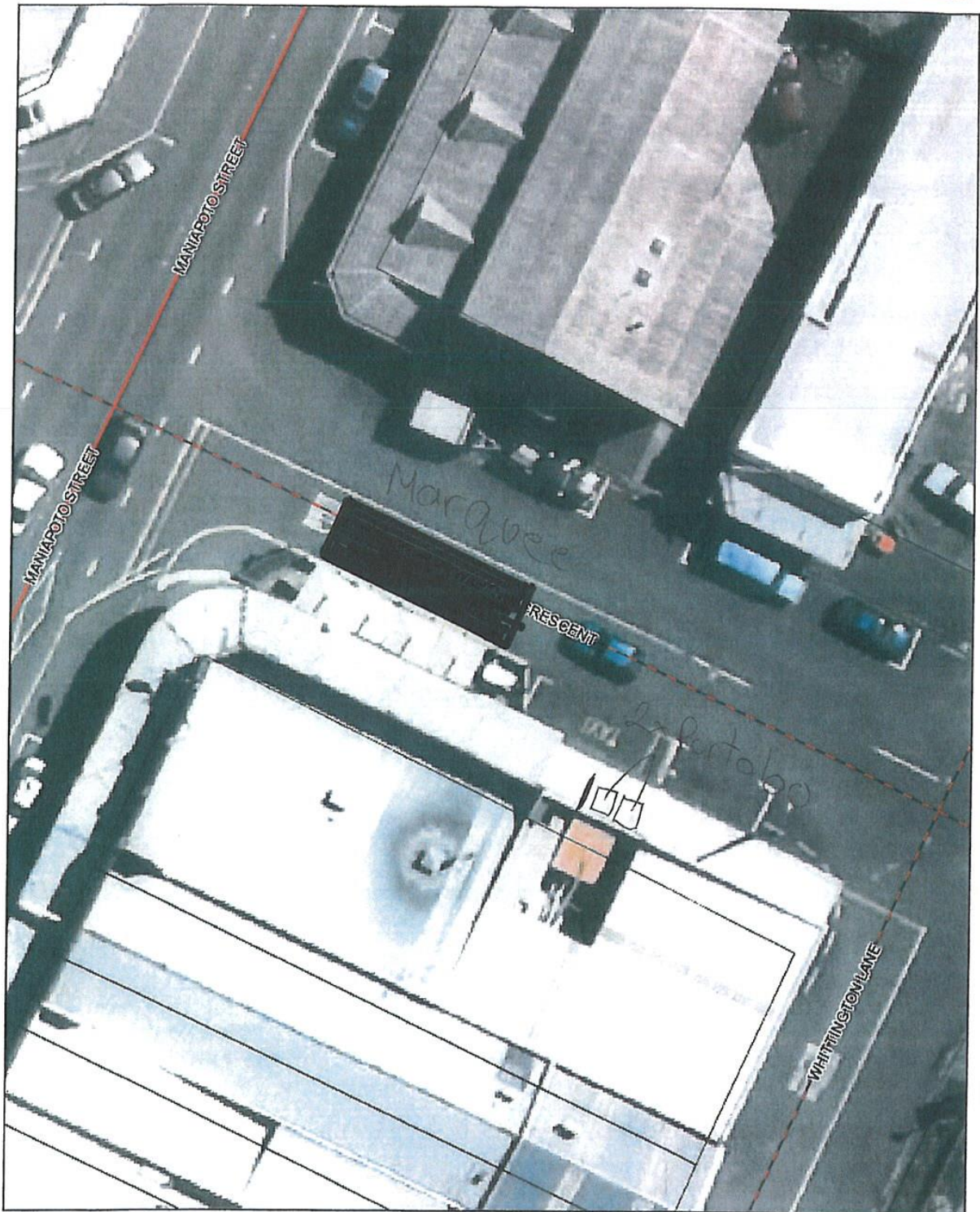
Robyn Hodges
ENGINEERING SUPPORT OFFICER

Attachments

- b. Plans of Structure for Mid-Winter Run/Walk Prize Giving

Print Date: Wednesday, 6 June 2012
Print Time: 10:34:17 a.m.

1



Scale: 1:268

Original Sheet Size A4

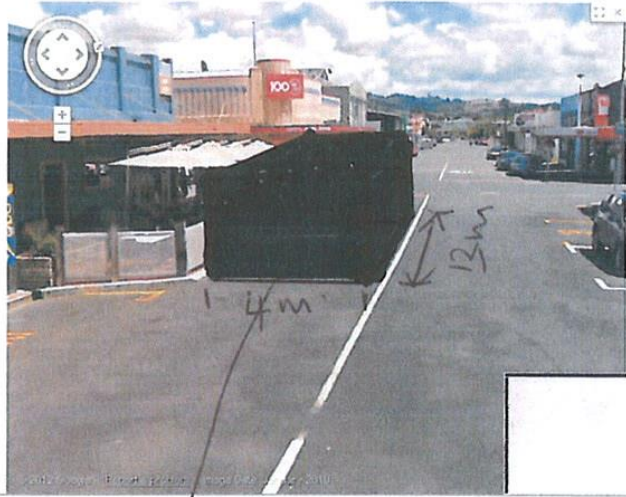
Projection: NZGD2000 / New Zealand Transverse Mercator 2000
Bounds: 5771139.13260073, 1793622.37848523
5771103.82457529, 1793716.55680557

Digital map data sourced from Land Information New Zealand. CROWN COPYRIGHT RESERVED
The information displayed in the GIS has been taken from Otterohanga District Council's databases and maps.
It is made available in good faith but its accuracy or completeness is not guaranteed.
If the information is relied on in support of a resource consent it should be verified independently.



To see all the details that are visible on the screen, use the Print link next to the map.

(2)



Blacked out Area is a Double Skinned.

Esy up.

Area - Coverage =

out skin = 13m x 4m.

Inner
Esy up = 12m x 3m.

outer Layer is Mesh Fencing Secured by Concrete feet. approx 2.2 m high. covered in Black Lining

Inner Layer is Commercial Canvas. Marquee for Dining Only.

Item 140 PROPOSAL TO AMEND TRAFFIC BYLAW 2005

To: **Chair & Members
Otorohanga Community Board**

From: **Environmental Services Manager**

Date: **13 June 2013**

Relevant Community Outcomes

- Promote the local economy and opportunities for sustainable economic development
-

Executive Summary

It is proposed to make a minor amendment to the Traffic Bylaw 2005 to restrict the use of public parking spaces by Mobile Shops in Maniapoto Street, Otorohanga.

Staff Recommendation

It is recommended that:

1. That the report be received, and
2. That an amendment be made to the Traffic Bylaw 2005 to regulate the operation of mobile shops in Maniapoto Street, and
3. That the Traffic Bylaw 2005 be amended by the insertion of the following - Section 3, Interpretation "MOBILE SHOPS"; First Schedule – Parking Restrictions; Mobile Shops; and District Plan Map B4, and that this amendment be approved by Council.

Report Discussion

Residents and business owners have objected to the actions of operators of mobile shops who park in the main street of Otorohanga and sell goods and services. They have raised concerns about the mobile shop(s) and their customers occupying parking spaces that have been established for the use of clients and shoppers going to businesses in the main streets.

The matter of mobile shops and itinerant trading is always a vexed issue for Councils to manage. Local enterprises who contribute to a town's infrastructure and facilities by way of rates, charges and compliances fees see a potential loss of trade to a competitor with little or no stake in the town's commercial wellbeing. Councils have traditionally managed mobile shops and itinerant traders by way of licences where the licence sets standards for food quality and hygiene and some practical limits on trading such as hours of operation.

Council powers to make bylaws are laid out in Part 8 of the Local Government Act 2003 (the Act) which states that Council may make bylaws for the purpose of regulating trading in public places. The same section of the Act sets out the Procedure for making bylaws. Council must first determine whether a bylaw is the most appropriate way of addressing the perceived problem and then it must determine if the proposed bylaw-

- (a) Is the most appropriate form of bylaw; and
- (b) Gives rise to any implications under the New Zealand Bill of Rights Act 1990.

Proposal

It would not be practical to adopt a new bylaw to manage what is a minor matter of parking enforcement. It is proposed to amend the Traffic Bylaw 2005 by adding an additional clause to Appendix I - Parking Restrictions.

Type of restriction	Applicable to: (type of vehicle)	Applicable to: (area /road)
MOBILE SHOPS The following roads and portions of roads are hereby constituted as a no stopping area at all times and no person shall allow any mobile shop to stop stand or park, on any of the following roads or portions of road.	Mobile shops	The area around Maniapoto Street defined as Pedestrian Precinct on District Plan map B4

By way of clarification it will be necessary to include the following definition of the term 'Mobile Shop' in Section 3 Interpretation, and append District Plan Map B4 to the Bylaw.

Mobile Shop means any person who in a public place;

'Offers, distributes or sells any goods or services from any vehicle or stall or part thereof.'

The Act states that in certain cases a local authority may, by resolution publically notified, amend a bylaw by making amendments of minor effect. It is recommended that this proposal is of minor effect and that the process outlined in the report is the correct manner in which to effect this change.

Andrew Loe
ENVIRONMENTAL SERVICES MANAGER

Item 139 OCB MATTERS REFERRED 9 MAY 2013

**To: Chairperson and Members
 Otorohanga District Council**

From: Governance Supervisor

Date: 13 June 2013

Executive Summary

1. COMMUNITY FACILITIES OFFICER

14 March 2013

- i. To clarify with The Lines Company other aspects of the arrangement in their gifting of the illuminated Cross/Star structure.

9 May 2013

- ii. To investigate the entranceway into Camp Kiwi in particular, in regards to large motor homes experiencing problems entering and exiting the camping ground.

2. GOVERNANCE SUPERVISOR

9 May 2013

- i. To investigate the background and objectives of the licence enabling a mobile coffee van to park at various locations around town.

CA Tutty
GOVERNANCE SUPERVISOR

GENERAL