



Otorohanga Community Board

# MINUTES

8 May 2014

## OTOROHANGA COMMUNITY BOARD

8 May 2014

Minutes of an ordinary meeting of the Otorohanga Community Board held in the Council Chambers, Maniapoto St, Otorohanga on Thursday 8 May 2014 commencing at 4.02pm.

### MINUTES

Minutes are unconfirmed and subject to amendment at the next meeting of the Board.

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## **PRESENT**

Mr R Prescott (Chair), Mrs EM Cowan, Mrs AC Laws, Mr PD Tindle and Mr DR Williams.

## **IN ATTENDANCE**

His Worship the Mayor, Mr M Baxter, Mrs D Pilkington (Deputy Mayor), Messrs DC Clibbery (Chief Executive & Engineering Manager), R Brady (Services Manager), and Miss D Levy (Acting Executive Assistant).

## **APOLOGY**

**Resolved** that the apology received from Mr NS Chetty be sustained.

### **Mrs Cowan / Chair**

The Chair informed Members that the Lines Company representative Mrs Elizabeth Angelsey will not be presenting at this meeting however, she has agreed to present to the Board at another appropriate time.

The Chair welcomed Members present and declared the meeting open.

## **CONFIRMATION OF MINUTES – 27 MARCH 2014**

## **MATTERS ARISING**

### **NATURAL BURIALS IN OTOROHANGA CEMETERY**

Mr Williams requested to review the Cemetery layout for the proposed natural burial site, as he has received a request from one or two members of the public to place additional ash berms at the proposed site. He said it will not be a major cost for this work to be carried out and this can be diverted from the existing budget. The Chair advised he will meet with Council's Community Facilities Officer to review the layout of the Cemetery and to consider the request for additional ash berms.

**Resolved** that the minutes of the meeting of the Otorohanga Community Board held on Thursday 27 March 2014, as previously circulated, be approved as a true and correct record of that meeting.

### **Mr Williams / Mrs Laws**

## **REPORTS**

### **Item 28            WWI MEMORIAL WHITE CROSS PROJECT**

#### **Discussion**

The Chief Executive took Members through the report on the WWI Memorial White Cross Project on behalf of the Governance Supervisor. The Chair informed Members that the white crosses will be removed after 30 days from when they were installed in the Burt McKenzie Reserve. They will be placed back for Armistice Day. He expressed the opinion that it may be appropriate to tidy the gardened area as it does not appear to be up to standard.

It was agreed to consult with landscaper Mrs Rosemary Davison to discuss various options to redevelop this area with low maintenance plantings.

## Resolved

That the Otorohanga Community Board support the WWI Memorial White Cross Project and that it agree in principle for the white crosses to be placed in the garden in the Burt McKenzie Reserve.

## Mrs Cowan / Mrs Laws

### Item 29            **APPLICATION FOR TEMPORARY ROAD CLOSURE - MID-WINTER RUN/WALK PRIZEGIVING**

#### Discussion

The Chair took Members through the report on the Application for temporary road closure for the Otorohanga Dental Surgery/Bailey Ingham Limited Mid-Winter Run/Walk Prize Giving.

The Chief Executive advised Members that Council has received agreement from six affected business premises and that this application follows Council's road closure conditions. Mr Tindle queried whether Council staff ensure the road closure conditions are followed and if there was to be an issue, that Council will take appropriate action. The Chief Executive expressed the opinion that it could become technically difficult for various matters of compliance however, Council will take the necessary action to minimise adverse effects for future granting of road closure applications.

#### Resolved

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, 18 June and Thursday, 19 June 2014  
Details of Closure:            **WAHANUI CRESCENT** – from its intersection with Maniapoto Street to its intersection with Whittington Lane  
Period of Closure:            12 noon 18 June to 2am 19 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 Roading 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 Roading Manager, at the cost of the applicant.
11. All litter is to be removed from the road reserve prior to re-opening the road.

**Mr Williams / Mrs Cowan**

**Item 30 WAIPA NETWORKS PRESENTATION**

**Discussion**

Representatives of Waipa Networks Mr Ray Milner and Ms Jacqui Thorbury attended the meeting.

Mr Milner reported that a presentation was given to Council relating to this project. He said that various Waipa Networks staff, in particular Ms Thorbury, have been working closely with Council staff to locate an appropriate route through the Otorohanga District. Mr Milner referred to the public meeting held in May 2013 at the Otorohanga Club and presented three possible alternatives for the installation of the line. He said the preference of the Community meeting was in favour of the railway corridor. Mr Milner advised Members that since this meeting, negotiations have commenced over an approximate 18 month period, with Kiwi Rail and directly affected property owners. He stated that they have coordinated with approximately 50 directly affected land owners and other interested parties such as Councils, NZTA, Railways and various other bodies. Mr Milner also informed Members that discussions have commenced with approximately 200 neighboring property owners who will not physically have the line constructed on their land but they will be able to see the line. He said this phase of the project is coming to a conclusion and that the next stage will be to designate the route itself, which will initiate the Resource Consent process. Mr Milner indicated that once this project is publically notified, Waipa Networks will support Council in this process to ensure that everybody can express their various opinions. He said that recognition is given to the directly affected property owners who will receive compensation for this project however, those neighboring properties who are only able to see the line, will not be compensated.

Mr Milner provided Members with a plan of the proposed designated route of the line, which was used at the public meeting in May 2013. He also provided Members with a customer services contact number if the public have any enquiries regarding the project. In reply to the Chair's concern regarding the height of the poles, Mr Milner replied that the height of the poles have not altered however, there are one or two that have increased in height to

accommodate the line. He advised Members that the poles will be made of galvansied steel and the foundation secured in a concrete base. Mr Milner informed Members that they are looking at concluding this work in June 2016. He said that an area of concern is located on an embankment on Reg Brett Reserve, where various trees will have to be removed. As Council has ownership of the Reg Brett Reserve, Mr Milner advised that Council will receive compensation for the easement on this land and also for the trees that will be removed. Ms Thorbury then advised Members that the compensation has been assessed by an independent valuer and that this has been previously provided to the Board. The Chief Executive replied that the Board has considered this compensation and showed their general satisfaction, which Mr Milner appreciated on behalf of Waipa Networks. In reply to Mrs Cowan's query on when will work commence, Mr Milner stated that once the route is designated, there will be an approximate 6 month period of the RMA process to go through. He said during this time, there will be various hearings held for the public to make submissions, and the Commissioner will reach a decision from there. Mr Milner advised Members that this process should conclude around Christmas however, this will depend on the time period of the RMA process.

Mr Milner informed Members that the method of construction they have taken is to primarily place the foundations of the poles to begin with and later construct the steel poles on each property. He said Waipa Networks will endeavor to work with property owners to access particular properties at their convenience.

The Chair thanked representatives Mr Ray Milner and Ms Jacqui Thorbury of Waipa Networks for their presentation to the Board.

### **Resolved**

The presentation given by Mr Ray Milner and Ms Jacqui Thorbury on behalf of Waipa Networks be received.

### **Mr Tindle / Mr Williams**

## **Item 32                    PROPOSAL TO ERECT PA TUNA POU BETWEEN TE KANAWA AND RANGIPARE STREETS**

### **Discussion**

Mr Rawhiti Moses presented a submission on the proposal to erect Pa Tuna Pou between Te Kanawa Street and Rangipare Street on behalf of the Orahiri A Block Trust. He explained the history of the land owned by the Trust and indicated that this land was taken from the Trust for road realignment purposes for the State Highway and also for Otorohanga South School. Mr Moses stated that the proposed work will be carried out on the remaining 1700m<sup>2</sup> of this land, which is still under the Trust's ownership. Mr Moses informed Members that a settlement agreement was made in June 2011 between the Crown and Orahiri A Block Trust and as part of the settlement agreement, a condition was made to erect a plaque to recognise their contribution of this land to the Community. He said discussions were held with the Trust in 2012 in relation to the proposal and it was agreed they would erect a Pa Tuna Pou in representation of a plaque. Mr Moses explained the concept of the Pa Tuna Pou design and stated this will comprise of an eel woven within a Pa Tuna, which is a set trap placed in rivers to capture eels. This was used in the Waipa and Waikato rivers. Mr Moses advised Members that Transfield Services and New Zealand Transport Agency have agreed to this concept. He advised that the final position was agreed to be directly opposite the 'Welcome to Otorohanga' sign on State Highway 31 and also stated that this will provide a bi-lingual component to the Community. On one side of the Pa Tuna Pou will state 'Haere Mai' to welcome people into Otorohanga and 'Haere Ra' on the other to farewell those departing. Mr Moses further explained that the structure of the Pa Tuna Pou will be frangible in case of a vehicle collision, in which was required by NZTA. He said the majority of this

structure will be treated wood and stained to a dark colour, with a concrete foundation to support this. He stated the eel itself will be steel. In reply to the Chair's query regarding the height of the structure, Mr Moses advised that the outside posts will be approximately 2-2.5 metres above ground, with 1 metre of the posts positioned in the ground.

Mr Moses advised Members that NZTA will be funding this proposal and there will be no cost to Council or the Board. In reply to Mrs Laws query regarding the maintenance of the Pa Tuna Pou, Mr Moses advised that there will be a discussion with the Trust and they will liaise with NZTA in respect of this. Mrs Cowan queried whether there will be a plaque placed with the Pa Tuna Pou to explain its significance in the Community. Mr Moses replied that at some point in the future, the Trust will erect a storyboard on the Otorohanga South School Hall, as the Hall is situated on Orahiri A Block Trust land. This storyboard will explain the meaning of the Pa Tuna Pou and how the land of the Orahiri A Block Trust was divided for the purposes of the State Highway and also for the School.

Council's Roding Manager Mr Martin Gould attended the meeting and enquired whether there will be Pou on both sides of the road. Mr Moses replied that the original concept was to erect a Pou on either side of the road however, after discussions with NZTA and Transfield Services, the Trust came to an agreement that there will be just one structure of the Pa Tuna Pou. Mr Moses further explained that the location of the Pa Tuna Pou will be erected on the triangular piece of land by the intersection of Rangipare Street and Te Kanawa Street. In reply to Mr Gould's query about the distance of the structure from the road, Mr Moses stated that the Trust will seek advice from Transfield Services to what will be the safest designated position. Mr Gould also queried who will have ownership over the Pa Tuna Pou once it is installed, in reply Mr Moses advised that the Pa Tuna Pou will be owned by the Community. Mr Brady expressed the opinion if it was to be damaged or hit by a vehicle, who will be responsible to repair/replace this. Mr Moses replied that it will be the Trusts decision to re-construct the Pa Tuna Pou if it is damaged. Mr Williams expressed the opinion that the Board may need to enforce a condition to prevent the responsibility coming back to the Board, if damage occurs. Mr Tindle agreed and stated that the Board and the Orahiri Trust should have a formal agreement in place in case of damage to the Pa Tuna Pou. His Worship commented that the Pa Tuna Pou is recognition to the Community of the land given by the Orahiri A Block Trust and if it was to be damaged, the Trust will take responsibility to re-erect the Pou, which Mr Moses agreed.

The Chair thanked Mr Rawhiti Moses for his presentation to the Board and looked forward to the Pa Tuna Pou being erected.

### **Resolved**

That the Otorohanga Community Board approve the erection of a Pa Tuna Pou in the grassed island between Te Kanawa street and Rangipare street in support of the settlement between the Crown and Orahiri A Block Trust and take ownership of the Pou subject to -

- a. Meeting the requirements of Council's Roding Manager.
- b. Reaching an appropriate agreement with the Orahiri A Block Trust in respect of the repair and maintenance of the Pa Tuna Pou.

### **Mrs Laws / Mrs Cowan**

## **Item 33           TE KANAWA STREET STORM WATER PROJECT REVIEW**

### **Discussion**

The Chief Executive took Members through the report on Te Kanawa Street storm water project review. He advised Members that this report relates to the proposal to pipe the open drain situated at the rear of 16 Te Kanawa Street. The Chief Executive stated that this proposal was first raised in 2008, from a complaint made by nearby property owner who

recommended this be piped as it was felt that this open drain is a health and safety issue. He advised that during this time of the complaint, this potential project was placed into Council's Budget Estimates for future years however this was not seen as a high priority. The Chief Executive also advised that this project was put forward to the Board last year during Budget Estimates and was approved as a future project. He further explained that it has been proposed that Council will fully fund this project and the question was raised if this was appropriate, given that this drain is located on private property. The Chief Executive advised that there is set criteria in the Policy for Contributions to stormwater works that applies limitations to the contribution that is made towards the piping of open stormwater drains on private property however, there are provisions in the Policy for Council to meet the full cost if there is a significant safety hazard. He believes this particular section of this open stormwater drain poses a significant safety hazard, being if a person was to fall into this drain as it is 750mm diameter and situated on the boundary of a number of properties. The Chief Executive informed Members that sections upstream and downstream have been previously piped by Council in the past however, this particular 19 metres of section was not. He said this open stormwater drain poses a safety risk to the property owners and it is also an unsightly image to neighboring property owners and those passing by. The Chief Executive considers these points to justify Council fully funding this project however, if Council decides this project should not be fully funded, it will still qualify for a subsidy of no more than 25% of the cost, according to the remaining provisions under the Policy. He advised that the property owner will be liable to pay an estimated cost of \$15,000 to pipe the open stormwater drain. The Chief Executive informed Members that this drain is approximately 3 metres below the surrounding properties and work to remedy this will cost a further \$10,000. He said that the total cost to the owner would be approximately \$20,000 to \$25,000, which he felt may be inconceivable for the owner to pay.

Mrs Cowan queried how this particular project differs from previous open stormwater drain projects that were put forward on Domain Drive and Huiputea Drive which were not funded or subsidised by Council. She felt that these projects on Domain Drive and Huiputea Drive had more of a critical safety hazard as opposed to this proposed project on Te Kanawa Street. The Chair expressed the opinion that when he approached Council in 2004 and 2012 to pipe various sections of drains on properties he owns on Merrin Avenue, all work was carried out by himself with no funding or subsidy provided. He further explained that these properties were subject to the benefit criteria under Council's Contribution to Stormwater Works Policy however, he did not receive any assistance from Council. The Chair felt that this project should not be funded or subsidised, as this process has not been followed for projects previously put forward. In reply to the Chair's query regarding the discussion he had with the owner of 16 Te Kanawa Street, the Chief Executive stated the owner cannot build over this drain according to Council's Build Over Policy. The Chief Executive raised the issue that neither of the cases identified by the Chair, connected to a storm water pipe with a diameter of 600mm, which is stated in the Control of Safety Hazards criteria in Council's Contribution to Stormwater Works Policy. The Chair expressed the opinion that consistency will need to be set in place if this Policy is to go forward with future projects in Otorohanga. The Chief Executive expressed the opinion that he is happy either way if the Board chooses not to fund this project however, this indicates that circumstances in the future with open stormwater drains may not be funded. Mrs Cowan raised concern based on the Chief Executive's statement regarding funding of future works, that if a child was to drown in an open stormwater drain, would this be classed as a critical safety hazard. The Chief Executive replied that the criteria will need to be applied within the Policy on a graduated basis if such an event was to occur. Council's Services Manager Mr Brady stated that the trench of the drain at Te Kanawa Street is very steep and as there are pipes at both ends of the drain, a child would be unable to get out if they fell into this trench. In reply to Mr Williams query regarding a fence to be erected at this open drain, the Chief Executive agreed and said it would be the property owner's responsibility. His Worship felt that because this drain runs through multiple properties that it should be Council's

responsibility to maintain this however if fencing should be erected, this would be at the owner's cost.

Mrs Cowan expressed the opinion that the Board carry out a tour of open storm water drains of similar sites around the Township to identify whether there are potential hazards to resolve. The Chair expressed the opinion that children walk to school on Te Kanawa Street where this drain runs alongside the footpath however, the issue of this open drain is located 25 metres from the nearest footpath. In reply to Mr Williams' query regarding if the owner has been informed of this work, Mr Brady advised that Council has consulted with the owner in relation to the design. Mrs Laws queried whether this proposal can be deferred until such information is collected concerning the cost. Mr Brady expressed the opinion that this is an ideal opportunity to review the issues of stormwater safety as there may be other instances that the Board can address for future projects. The Chief Executive informed Members that there will be elements of discretion with the Policy however, the criteria will need to be interpreted for similar projects in the future. In reply to Mrs Cowan's query about the initial making of this Policy, the Chief Executive said this was originally put together in 2003 with minor amendments made since then. Mr Williams advised that the Board view the various open stormwater drains located in the Township which, the Chief Executive replied that there are no further stormwater improvement projects in the schedule. Mrs Pilkington suggested for the Board to hold a Workshop with an onsite visit of proposed projects and also review the Policy.

#### **Resolved**

That the previously indicated full council funding of works to pipe the open storm water drain at 16 Te Kanawa Street, is not confirmed and the project shall not proceed at this time.

#### **Mrs Cowan / Chair**

### **Item 34           OCB MATTERS REFERRED 27 MARCH 2014**

#### **Discussion**

#### **FLOOD MANAGEMENT PRESENTATION**

The Chief Executive informed Members that it has been decided that an article regarding the presentation be inserted into Council's newsletter which will be distributed in early June 2014. He stated that the presentation date has yet to be confirmed but will either be given in late June or early July 2014.

#### **'LEVEL OF SERVICE' SURVEY – TOILET FACILITY AT REG BRETT RESERVE**

The Chief Executive advised that this survey will be included in Council's newsletter to obtain public feedback on the provision of a toilet facility at the Reg Brett Reserve. He said that this Survey will include two public toilet options one being, one public toilet and the other option being two public toilets. The Chief Executive stated that associated costs will be sent with this survey and will await the response from Otorohanga residents.

#### **GENERAL**

#### **OTOROHANGA SWIMMING POOLS**

Mr Williams queried when the Board will discuss the Otorohanga Swimming Pools contract to which the Chair replied that this will be discussed at a workshop. The decision was made to hold a workshop on Thursday 15 May 2014 to discuss this contract renewal.

### **MINI GOLF COURSE**

The Chief Executive advised Members of the excavation work carried out at the new Mini Golf Course. He stated that there is a large amount of excess top soil from this excavation work and he proposed that this be used as an earth ramp at the bottom of the Mountain Bike Track. The Board agreed with this proposal which the Chief Executive said he will notify Council's Senior Landscaper of this work.

### **OTOROHANGA MOWING CONTRACT**

The Chief Executive informed Members that John Stuart of King Country Nurseries has requested to conclude his contract with Council however, Ms Katrina Christison of Tidy Gardens has made an arrangement with Mr Stuart to take over the contract. He said that the Tender Awarding Team can prepare the handover of this contract for Ms Christison which the Board were happy with.

### **TELECOM 1000<sup>th</sup> WI-FI HOTSOPT**

The Chief Executive advised Members that Otorohanga has won a National Competition to place a 1000<sup>th</sup> free Wi-Fi hotspot point in Otorohanga. He put forward a proposal of the potential location of the Wi-Fi hotspot to be the Transport hub where buses park on Wahanui Crescent. The Chief Executive also suggested that a bus shelter be erected next to the Wi-Fi hotspot to provide cover to those using the hot spot. The Board agreed with the proposed position of the 1000<sup>th</sup> Telecom Wi-Fi hotspot to be located on the island of the Transport hub on Wahanui Crescent.

### **MEETING CLOSURE**

The meeting concluded at 5.44pm

**CHAIRMAN:**

**DATE:**