



Otorohanga Community Board

MINUTES

30 November 2017

3.00pm

OTOROHANGA COMMUNITY BOARD

30 October 2017

Minutes of an Ordinary meeting of the Otorohanga Community Board held in the Council Chambers,
17 Maniapoto Street, Otorohanga on 30 November 2017 commencing at 3.00pm

MINUTES

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

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PRESENT

Mr. P McConnell (Chair), Mrs. K Christison, Mrs. EM Cowan, Mr. A Buckman, Mr. N Gadd, Mr. P Coventry

IN ATTENDANCE

His Worship the Mayor Max Baxter, Messrs. DC Clibbery (Chief Executive), R Brady (Engineering Manager), M Lewis (Community Facilities Officer), Ms. Trish Ambury (Land Management Officer arrived 3.23pm), D Dowd (Executive Assistant)

APOLOGIES

An apology was received by Mrs. C Christian (Chair of the Otorohanga District Development Board) who was due to present to the Board.

WELCOME

The Chair declared the meeting open and welcomed those present. He extended a special welcome to Mrs M Hurley and Mr L Brazier.

CONFIRMATION OF MINUTES – 30 NOVEMBER 2017

Resolved that the minutes of the meeting of the Otorohanga Community Board held on 30 November 2017, as circulated, be approved as a true and correct record of that meeting.

Mrs. Cowan tabled a document with a correction for the Minutes of the Otorohanga Community Board dated 26 October 2017. This amendment reads:

Calculation of Targeted Water rates Costing (page 2)

Mrs. Cowan disputed the claim that the 2017 uniform water rate increase of 16% was partly caused by previous Community Boards refusing to increase metered water charges for commercial users. She stated that no such proposal was presented to a previous Board for consideration or discussion.

Mrs Christison / Mrs Cowan

DECLARATION OF INTEREST

The Chair asked members whether they were aware of any situations where they could stand to make personal and/or monetary gains in any particular matter to be discussed at this meeting.

The Chief Executive expressed the opinion that multiple members may have a conflict on the late item in relation to the Motor Camp report that was added to this Agenda for consideration.

Mr. Gadd declared a conflict of interest in the Caravan Motor Camp item.

Mrs. Cowan expressed the opinion that she had considered this matter at length and believed she did not have a conflict of interest on this matter as she is present as a Community Board Member.

Mr. Buckman expressed the opinion that he too was considering this item as a Community Board Member.

KIWIANA PLAYGROUND

Mrs. Hurley thanked the Board for their time and consideration in moving the meeting to 3pm and introduced Mr. Lee Brazier, the Principal of Bespoke Landscape Architects.

Mrs. Hurley informed members that the next step in the development of the Playground will be referred to Council at its December meeting for consideration.

Mrs. Hurley informed members that she appreciated the many hours of work undertaken completed to meet this tight deadline.

Mr. Brazier took members through the Development Design Plans.

The Chair thanked Mr. Brazier for his presentation and called for questions from members.

Mr. Buckman said he would like to see the tyre component removed and said that these break down over time. He expressed the opinion that he would like to see more focus relating to the benefactor.

Mr. Hurley informed Mr. Buckman that the benefactor's family has approved the design.

Mr. Gadd expressed opposition to the use of the tyre elements in the playground design stating that they have a tendency to look 'tacky'.

The Chief Executive said it is a form of recycling for disused tyres and that this is a great example of repurposing these.

Mrs. Christison expressed congratulations to the Project Kiwiana Committee on how far they have come to date with this project. She said that she felt the bark area posed a maintenance issue because the pathways would need to be cleared continually by Council contractors. She said that in the long run, the use of an alternative material will be a saving to the Ratepayer.

Mrs. Hurley said that this concern has been voiced before and that indeed the material used need to be practical for purpose.

Mrs. Christison said that the Community needs to account for this project for depreciation purposes.

Mrs. Cowan expressed congratulations to Mr. Brazier and the Project Kiwiana Committee. She expressed the opinion that monies can quickly be recouped with regular maintenance of the equipment.

Mrs. Christison queried if the picnic tables would be wheelchair accessible.

Mr. Brazier informed members that one end of the table can be counter levered to accommodate access for wheelchairs.

Mr. Coventry said that he recently was in the Bay of Plenty District and that he identified many children having multitudes of fun on similar equipment as to those proposed in this plan. He queried that in the event of an injury being sustained where would that leave Council in relation to Occupational Health and Safety.

Mr. Brazier informed members that the elements and components used in this design all meet New Zealand Occupational Health and Safety standards and that liability from accidents at the playground on the equipment does not fall on Council.

The Chair thanked the Project Kiwiana Committee and said that it has been an interesting journey started in the time of the previous Otorohanga Community Board and now has progressed into the this new Board. He informed members that everyone is entitled to have their views on the matter.

He thanked all those who have contributed to this project and to those benefactors who have contributed to make this come to fruition.

The Chair said that the aspects of costs involved in relation to this playground have to be considered in the interest of the ratepayer however, at the end of the day with all factors concerned this facility is for the kids of Otorohanga and that this project is a great tool for promoting the town and District.

Mrs. Hurley expressed thanks to Community Facilities Officer for his efforts and said that he has done all of the coordinating with Project Kiwiana and Bespoke from a Council perspective. She said that this process has worked extremely well. Mrs. Hurley expressed thanks to the Management of Council for the recommendations that have been made to assist this project.

The Chief Executive took members through the report and informed members that the cost associated with this project is considerable.

The Chief Executive made mention of the Waipa Networks contribution allocated by Council of \$100,000. He informed members that the gap in finance has been covered by a local private party who has contributed the remaining funds to make this project happen.

The Chief Executive informed members that Council will not put capital funding into this project.

The Chief Executive said that ballpark cost assessments of playgrounds of similar scales are:

- Routine maintenance, in the order of \$10,000 per year including mowing, lubricating and mowing.
- Depreciation of the playground – replaced in the future, depreciation covers the cost.
- 10 year depreciation will last longer than 10 years so it seems unlikely a \$30,000 per year.
- Total annualized ongoing cost of \$40,000 per year minimum.

He said that Council needs to consider the costs as it is funded District wide but the ability to fund the ongoing operating expenses will need to be taken into account as well.

Mr. Coventry queried where the monies covering the additional \$10,000 required come from and to what extent is this amount offset by the current contract.

The Chief Executive replied that the mowing will be more complicated and this needs to be looked at as an additional cost.

Mr. Coventry queried the depreciation value on the equipment.

The Chief Executive replied that is dependent on the equipment and said that a playground of this nature needs to be kept in a good workable condition. He said that there is an option that it can be budgeted for partial depreciation, which means when an elements life expired, it is not replaced or replaced with an item of a lower standard.

The Chair said that focus needs to be drawn to the benefits that this playground facility brings to the District and expressed the opinion that he would be disappointed if members of Council would not support it.

The Chair said that these decisions need to be ratified at the next meeting of Council in December.

Mrs. Cowan said that this is an investment for the kids of the Otorohanga District and an undertaking of this scale has not happened for quite some time.
It was agreed that this presentation be received.

Mrs. Maloney requested to address members.

This was granted by the Chairman.

Mrs. Maloney said that having lived in this town all of her life and having witnessed the construction of Windsor Park, this facility has proved to be money well spent by the ratepayers of that time.
Mrs. Maloney said that the new playground is a great investment for the future.

Mrs. Hurley offered reassurance to members that if items of equipment break, there will be a Committee ready and willing to fundraise to replace these.

The presentation concluded at 3.46pm with the Board taking a five minute recess.

PUBLIC FORUM

The public forum commenced at 3.54pm with the Chair calling for members of the Public to address the Board.

MR R ARNOLD – PARKING LIMITS – MANIAPOTO STREET

Mr. R Arnold, owner of the Otorohanga Butchery addressed the meeting and said that he wishes to speak in regards to the 60 minute parking limitations in front of his shop on Maniapoto Street.

He stated that even at today's meeting of Otorohanga Community Board Meeting there are a number of people present in the room that are parked in this zone and who have been over the signed time limited period.

Mr. Arnold said that he does not see it as a 'fair go' because there is a continual repeated occurrence of people parking longer than the designated parking time. He informed members that the Chief Executive and Executive Assistant have been proactive in informing members attending numerous meetings at Council both in signage and written correspondence of these limitations and also thanked the Chair of the recent Resource Consent Hearing for making these restrictions known.

Mr. Arnold informed members that even with this work undertaken; people still continue to ignore these messages.

He said that he is on the Main Street of Otorohanga because this is where the trade is and when an event at Council takes place, this can result in loss of trade for his business.

Mr. Arnold queried if Council is responsible for the enforcement of these time limitations or should this be referred to the local Otorohanga Police to enforce this restriction.

Mr. Arnold suggested that on meeting days, road cones be placed in the rear carpark with Council staff parking in other areas.

The Chief Executive said that the time limitation was in place for customers to be able to access businesses. He referred recently to the Hearing that had recently taken place and said that this indeed caused issues in regards to parking in town due to the number of attendees.

Mr. Arnold hoped that the Otorohanga Community Board takes note of this request and that some action results from this request.

Mr. Arnold thanked the Chair and Board for their time.

In reply the Chair said he will take this into due consideration. His personal position on the matter is that major events should take place in other venues away from the Council Building. The Chair informed members that he hopes a positive result will come from this discussion.

MRS S PAKI - OTEWA MARAE TRUSTEES

Mrs. Paki wished to inform the Board that on Monday 29th December a walkathon with between thirty to seventy participants will take place starting at the Huiputea Tree then progressing through town pausing at the Pou and finishing at the Domain.

The focus will be on the story of Huiputea and the significance it has to local Iwi, Hapu and the History of the District.

Mrs. Paki queried if there are any special provisions, permissions or regulations that need to be undertaken for this walkathon to take place.

The Chief Executive thanked Mrs. Paki and said from a Council perspective there are no issues and the group would be good to go.

The Chair thanked Mrs. Paki for the consideration given and said that common sense should prevail in keeping everyone safe.

Mrs. Paki thanked the Board for their time.

MR B MILLIAR – PARKING

Mr. Millar addressed the Board on the topic of parking and said that visitors to the town are unable to find a space to park and as a result just keep on driving out of Otorohanga. He said that the town is missing trade because of this issue.

Mr. Millar informed members that there was no longer a need for a Taxi Stand in Otorohanga because the operators of the Taxi Service are in fact a private car hire business.

Mr. Millar drew members attention to the fact that the Northern Explorer was held up in Otorohanga this morning due to the fact that the Taxi bringing people into the District from Hamilton was unable to find the Otorohanga Railway Station due to a lack of signage. He requested that the Otorohanga Community Board look into appropriate signage to the Railway Station for visitors to the town.

The public forum concluded.

STAFFING MATTER

The Engineering Manager introduced the new Roothing Manager Ms Joanna Towler who has previously worked with RATA at Waipa District Council and for the Fiji Roads Authority. The Engineering Manager said that Joanna has extensive Roothing Management knowledge and skills.

LATE ITEM – OTOROHANGA CARAVAN PARK AND MOTOR CAMP

The Land Management Officer informed members that when this matter was previously workshopped, it was decided to invite tenderers for the lease of the facility.

The tender was advertised on 2 November in the Council Facebook page, Newspaper, on the Council website with the tender documents being made available from 3 November 2017.

Twelve interested parties requested copies of the tender documents which were supplied in a combination of hard copy and electronic forms.

The majority of these interested parties requested further information about the financial records to assess viability, which Council was unable to supply.

The Tender closed on 24 November 2017 with only one non-conforming tender was received.

The Land Management Officer informed members that this tender was disqualified on the grounds of not following the tender process which could be linked to inexperience of the tenderer.

The Land Management officer said that due to the absence of a better alternative solution, it would be recommended that campground be managed by Council staff as an interim arrangement, working collaboratively with the above party who had submitted the tender as a contractor.

This approach would allow Council to collect more information as to the viability and relevancy of the campground provision whilst keeping the facility open over the holiday season.

The Land Management Officer said that she has met with the non-conforming tenderer and believed that this person had some really solid skills and would be of considerable assistance in keeping the camp ground open and highlighted the point that the holiday season is already upon us and it would be difficult at this time of year to find a suitable persons to operate this facility.

Mr. Buckman queried how long was temporary in respect of the duration of the proposed arrangement.

The Land Management Officer proposed a timeframe until the end of Easter 2018.

Mrs. Christison queried if Council was to take over this facility, would this mean that Council would have to cover the costs to make this facility secure, which might be \$10,000.

The Land Management Officer replied that we can manage this in other ways with one options being the camp host onsite with a more active presence. The camp host would also assist with greeting campers and promoting the site and town.

Mrs. Cowan queried the lack of financials available and said that the General Manager of the Kiwi House has not been approached for these documents.

Mrs. Cowan questioned if any contractor would be fully aware of their obligations of the Campgrounds Act 1985.

Mrs. Cowan also questioned the operational nature of the contractor, querying the terms of the contract, what it would include such as cleaning, mowing, full camping plan showing ablution blocks, records of occupancy, names and addresses etc.

Mrs. Cowan further queried who would cover the cost of signage, booking software, website construction and maintenance and said without these mechanisms how people would know to use the Camp Ground. Mrs. Cowan said the reason the lease was not taken up again by the Otorohanga Kiwi House was that on there have been four occasions where the General Manager had to call for police assistance.

Mrs. Cowan said that Council will need to provide funding of the operation in direct competition with private operations and said we should not use ratepayer's money in that way. What type of resources will be required to run this operation when the reality is that some visitors will arrive late at night or leave in the early morning.

The Land Management Officer replied that the points mentioned are operational detail that would be worked out as a part of more detailed planning.

The Land Management Officer informed members that Council staff are familiar with taking bookings online and the Campground Regulations that requires the operator to collect and report data on a monthly basis. She said that no new website, branding or promotional exercise would be required as this is an interim arrangement and existing websites could be used.

The Land Management Officer informed members that the cost to Council would be staff time. She further informed members that currently campers are still utilising the site and keeping it open with the resources available to Council is seen as a better option than closing the site.

Mrs. Cowan queried what the costing of the contractor would be and would the payment of this person come out of rate funding. Mrs. Cowan informed members that she was very concerned and would like to see personally this level of operational detail. Mrs. Cowan said that the economic reality is for the ratepayer to cover these expenses.

Mr. Buckman queried if this was in actuality giving the lease away.

The Chief Executive replied that at this point the objective is considered to be keeping the facility open, not making a profit from it.

Mr. Buckman then queried if Council would consider tendering this facility at no cost for operation.

The Chief Executive said that there were no other expressions of interest received and the simple choice was whether the campsite was opened or remained closed.

A member of the Otorohanga Lions Club, Mr. Stan Sircombe requested to speak to the Board.

The Chairman said that the invitation to speak at this meeting had not come through proper channels as per normal protocol.

Mrs. Cowan said there was an email from the General Manager of the Kiwi House who offered to discuss other lease arrangement and queried if this should be explored at this stage.

The Land Management Officer replied that it was agreed by the Board at the workshop that it would not wait to see what the Kiwihouse's wider plans were for the land and we would go out to the current market with a lease tender to operate the site as a camp ground.

Mrs. Cowan said that the Council has no compliant tender but there was an offer from the General Manager of the Otorohanga Kiwi House that they no longer wish to lease it as a camp ground but would consider others uses of the land under a lease agreement.

The Land Management Officer said Council is updating the Board about the result of the process. If the use of the land was to change, this would require wider consultation as the campsite was built by the Community and the Lions Club for this given purpose.

On the Boards approval Council went out to the market which resulted in one tender being submitted with that person being present in the room today and they are keen to work with Council in whatever form to see the campground stay open.

She said that given we are late in the season the proposal is soon as a good interim solution which can be reviewed at the end of the season in consultation with other stakeholders and the Community.

Mrs. Cowan queried which contracts would be awarded and what Council would be paying to keep this facility open and manage the security issues because that is what the cause of the closedown was in the beginning.

The Land Management Officer replied there have been no negotiations of what the contract would look like at this stage. We would pay the current rate for cleaning services and agree on what other work would be required, what time would be needed etc. She said we are not far enough through through the process to be negotiating a contract as Council needed to provide the Board with an update and we require the approval to proceed under this proposal.

The Land Management Officer said that she had spoken with the police and received a copy of the police report which was minor in nature. She also said that discussion has taken place with Otorohanga Kiwi House Staff who were on site at the campground and with the permanent camper who has been on site for the past six years. The Land Management Officer further said that none of those people who she spoke with felt unsafe and the Policeman she spoke with struggled to recall the details of the incident.

The Chief Executive said the costs of the recommendation would need to be funded from the Parks and Reserves account, shared across the District and therefore subject to Council approval.

Mr. Coventry expressed the opinion that he does not agree that all options have been explored and that bulldozing the campsite facility would be a pity as it is final.

He expressed the opinion that Council must see the process through.

Mr. Coventry said he does not know what the cost associated in putting all of this into place is or what the interim arrangement would look like. He expressed concern as to how this would be perceived as Council working in direct competition with a rate paying business.

The Chief Executive said that the competition issues need to be considered, but there are other examples of campsites being operated by government and local authorities.

The Land Management Officer said that we were unlikely to find another operator at this short notice, and advertising for another tender at this point would keep pushing the timeframe out further. This proposal protects all of the options moving forward, with minimal money invested and with the facility remaining open.

The Land Management Officer clarified the circumstances of the Otorohanga Lions Club being invited to this meeting. She said conversation had been undertaken with a member of the Otorohanga Lions Club and further emailed the members to inform them that this meeting was being held which included a public forum and they were welcome to attend along with any other members of the public. She went on to clarify that she had not invited this group to speak but felt out of courtesy they should be made aware that this matter had been added to the Agenda of this meeting as a late item.

Mrs. Cowan said that she wishes to make it known that she disapproves of late reports with 24 hours' notice not being sufficient for the addition of these reports. Mrs. Cowan further said that 'yes' the Lions were invited but there are other people in the community who are interested and have an interest in matters relating to these late items such as the Commercial campground hosts.

The Chief Executive replied that the reason that this was done at late notice was that the tender was closed last Friday and only at that point a decision was able to be made. There is some urgency to this decision otherwise the campground will be closed over the summer season.

Mr. Buckman suggested that if the Land Management Officer and the Chief Executive met with the Otorohanga Kiwi House Manager to get financial information, we would work actual costings to manage this facility until the end of April. He was not clear why this has not been done. Mr. Buckman said that both parties are Community organisations.

The Chair noted that Board Member Gadd declared a conflict of interest however, thought input from this Member on this subject would be valuable.

Mr. Gadd summarised by saying that despite going out for tender, what was received was not compliant due to process but believes that this is irrelevant and believes that Council should work with this person to see if an arrangement can be made.

Mr. Gadd further said if it is only minor details, why don't we make it work. Mr. Gadd asked in regards to the financials, did tenderers of the Otorohanga pool see the current financials and if not why would Council need the financials of the campground.

The Chief Executive confirmed that the financials were not provided for the pool tender.

Mr. Gadd expressed the opinion that this information is commercially sensitive and should not be part of the discussion. He said that it is pretty easy to get the tender process wrong and suggested that Council work with the party.

Mr. Gadd said the problem is that we have put the tender out for lease and the public perception would be that we are working through back doors to negotiate a different arrangement and does not feel it to be good practice to go through the back door.

The Land Management Officer said that the negotiations have actually been through the front door, which follows the appropriate process. The suggested option of bringing this facility in house means there is no need to address the issue of publically notifying for a new lease.

The Chief Executive queried how long the notification period would be.

The Land Management informed members that the period is 30 days.

Mrs. Christison queried can this facility not be run short term in house and then look at other options in the future.

The Chief Executive replied that the option of awarding the tender is still not out of the question.

The Chair invited Stan Sircombe to speak on behalf of the Otorohanga Lions Club.

Mr. Sircombe said there is a history behind the camping ground, it was under the Domain Board when the Otorohanga Lions Club developed it. This facility was offered to Council to run and they took care of this. He said it would be a shame to lose this and the history that it represents having personally spent 260 hours developing this campground and would hate for it to disappear. He said that the Lions club would get behind it to support this facility again if needed.

The Chair in summary said it is important to get it right and acknowledges the issues related. If we go with the interim arrangement the option of a full time lease could be reviewed later. He acknowledged that there is great community passion behind this facility and is sure residents are wondering what is happening with it.

The Chair said he believed the proposed temporary arrangement would be accepted but there is still a process to go down before anything is drafted, and would like to think that between now and the next Council meeting staff would have more information around costs to take to the Council meeting.

The Land Management Officer queried what level of detail members would like to see around cost.

The Chief Executive replied that cost estimates can be sought however, it will all be very provisional.

Mrs. Cowan said she would like to be reassured that security will be taken care of and the input from ratepayers is kept to a minimum.

The Chair reiterated that this will be purely an interim arrangement and at the end of this period we should go back out to tender and if we do consider other options then there must be consultation with the public and the Otorohanga Lions Club.

It was agreed that the recommendation be reworded to include "up until the end of Easter".

Resolved that the Board recommend to Council that the operational management of the Otorohanga Caravan Park and Motor Camp becomes the responsibility of Council as an interim arrangement up until the end of Easter for the purpose of keeping the campground open until such time as more information can be collected to inform a robust consultation and decision making process around the future use of the campground for this said purpose or any other purpose that may be proposed.

Mrs. Christison / Mr. Coventry / Chair

Abstained – Mrs. Cowan – Mr. Gadd – Mr. Buckman

ITEM 39 ROUTINE ENGINEERING REPORT

The Engineering Manager informed members that this report is that of which has been provided to Council and requested that it be taken as read.

He said that there was a meeting scheduled for 22 November 2017 in respect of the road maintenance contract and the outcome of that meeting was to give Services South East (SSE) the opportunity to improve their performance and a similar meeting will take place prior to Christmas.

The Engineering Manager said that Inframax is currently working on the network in addition to the current contractor and informed members that they have been fantastic to work with and have provided good rates for work undertaken which is greatly appreciated. He said of late SSE have had some media attention as to their operations in other Districts and as a result of changes, more equipment will become available for the Otorohanga District.

Mr Gadd said that he understands the process being undertaken but wanted to highlight how local businesses are exposed and become vulnerable to this company.

The Chair said there has been quite a bit of communication from ratepayers and what they are asking is why we are asking Inframax to take up the workload that the current contractors should be undertaking.

The Engineering Manager informed members that any additional cost will be recovered from SSE, where there is a difference in the rate of the work; Council will look at recovering the difference.

Mrs. Christison queried how payment is made for road maintenance works.

The Engineering Manager replied that they are paid for a range of tasks undertaken.

Mrs. Christison said that she appreciated that NZTA funds a large percentage of the Roothing and there is a process that Council is bound to.

The Engineering Manager said that the ratepayer is not being financially prejudiced because of what has happened in regards to SSE and the additional work being undertaken by other contractors. He said that considerable time has been spent pulling the contract apart trying to decide how much the contractor will get paid for works undertaken.

The Chair queried if SSE have they been given a deadline.

The Engineering Manager informed members that a meeting will be convened prior to Christmas.

The Chief Executive informed members that monthly performance assessments are undertaken and that the previous two were substandard.

Mrs. Cowan queried if SSE undertake all of the mowing in the District.

The Engineering Manager informed members that both contractors are undertaking this task at present and said that close monitoring was underway to make sure this work is up to specification. Failure to meet this standard would result in the contractor not being paid for this service.

Mr. Gadd wished to convey thanks to Ms. Nina Kirkeby, Mrs. Rachael Stubbs and Mr. Jamie McLellan for completing the project to replace warning strips on the roads outside Schools. He said when coming in from a 100 km/h zone, these strips are a brilliant reminder to check the speed of vehicles.

The Engineering Manager informed members that all flood Pump stations now have been wired to accept a plug in generator in the event of a power outage.

The Engineering Manager reported that the New Otorohanga Pool Contractor will commence on 1 January 2018. Both contractors have been helpful in the transition and are working to a positive transition.

Mr. Buckman raised concern at the lack of footpaths on parts of Domain Drive where this road meets Gradara Avenue. He said that this intersection is wide and there is often no place for pedestrians to go for refuge.

The Chief Executive said that the design team has looked into where an island or place of refuge can be placed.

Mrs. Cowan informed members that there is a location on Alex Telfer Drive where water flows freely right across carpark outside of the Otorohanga Kiwi House having travelled down the Kerb and channel and then across the road as no provision has been made for directing this water. The Engineering Manager queried if this was a natural spring.

Mrs. Christison informed members that there is a similar issue with an area located at the Otorohanga Railway Station.

Resolved that the Routine Engineering Report for the period August to October 2017 be received.

Mr Gadd / Mrs Cowan

ITEM 40 – DOMAIN TOILETS

The Community Facilities Officer requested that members take his report on the Domain Toilets as read. The Community Facilities Officer noted that at this time he is trying to ascertain if the power and water come from the Otorohanga Kiwi House Supply or if they are from another source.

The Community Facilities Officer said that conservative figures of between \$25,000 - \$30,000 would be needed to reopen this facility and that the operating costs would be approximately \$18,000 a year. He said that it is important to open up the site and make it more inviting for users which could easily be undertaken with the addition of a very simple paved area and lawn. The Community Facilities Officer said that by doing this, it would assist in keeping the running costs to a minimum.

Mrs. Cowan suggested Rama Rama Lilies that once planted are hearty and will carry on strong in addition to a number of native trees that already exist on the site.

Mrs. Cowan queried the Community Facilities Officer in regards to adding more paving to the plans in place of lawn.

Mrs. Christison suggested it may be more appropriate to rebuild the toilets as per the one that will be placed at Waipapa reserve.

Mr. Coventry queried if there are any volunteer organisations that could undertake this work especially in the areas of painting.

The Community Facilities Officer replied that volunteer organisations would decrease the cost of the project.

The Chair informed members that there has been an offer to remove the trees in this location.

Mr. Buckman informed members that the Stihl Shops around New Zealand are encouraged to go and put apprentices through training on site with projects similar to this.

Mr. Gadd queried who built this facility.

The Community Facilities Officer replied that it was built between 1969 and 1971 alongside the Otorohanga Kiwi House and that it was built under the Public Work Act by the Community. He informed members that a large number of tasks could be undertaken by volunteers however items such as the roof would need to be left to the professionals.

The Chair reminded members that this is a cost to the ratepayers and that any decision needs to go through Council under Parks and Reserves.

Resolved that the modified resolution that the area surrounding the toilets be cleared and tidied by using volunteer labor if available.

Mr. Gadd / Mr. Buckman

ITEM 41 – REQUEST FOR TREE REMOVAL – MOUNTAIN VIEW ROAD

The Community Facilities Officer read his report to Members on the request to remove trees. He said the trees are situated in the Road Reserve and at the moment they do not comply with the urban tree policy. He informed members that they are causing a large considerable in autumn, dropping debris onto the houses.

The Community Facilities Officer said that these trees are not of significance under the District Plan but under the policy there may be a need for public consultation.

The Chief Executive informed members that the origins of this policy stem from from a tree near the Otorohanga Kiwi House that was planted for historical reasons. He said that it was decided that all street trees of a certain size proposed for removal be referred to the Board under this policy.

Mrs. Cowan expressed the opinion that the trees appear to be a Birch and Elms.

Resolved that the trees be removed from the property on Mountain View Road.

Mr. Buckman / Mrs. Cowan

LATE ITEM – POTENTIAL USE OF BUILDING AT WATER RESERVOIR

The Chief Executive presented his report on the potential use of Building at the Water Reservoir on Thomson Avenue. He further took members through the two offers presented.

The Chief Executive informed members that there are a number of ways that the improvements of this facility could be undertaken should the Board wish to go with this option.

Mrs. Cowan queried if \$20,000 was a realistic estimate for raising the stand of this building. She expressed the opinion that she would be wary to go near this proposal until a qualified builder has been through and inspected it fully.

Mr. Buckman queried the size of the building and was informed that it is approximately 45SQM

The Chair said that access to this building is not easy.

Mrs. Cowan said that an option would be to have it removed and the new owner may restore it to a livable condition and place it on the free market.

Mr. Buckman said that he is in favour of retaining the asset as long as it is structurally sound.

Mr. Gadd requested that this item be deferred until the January meeting of the Otorohanga Community Board so that members have time to look at the building.

Mr. Coventry requested that further clarity be provided on the amount of \$20,000 for the restoration work to be undertaken.

This Item was deferred until the January meeting of the Otorohanga Community Board.

ITEM 42 MATTERS REFERRED – 26 OCTOBER 2017

The Chair took members through the Matters Referred.

BOARD – 26 OCTOBER 2017

- 1) To consider Mr. D Williams request for assistance to complete the Bob Horsfall Mountain Bike track.
- 2) To consider Mr. R Prescott's request for kerb and channeling in Merrin Avenue.

LAND MANAGEMENT OFFICER – 26 OCTOBER 2017

- 1) To check with KiwiRail whether there is any specific requirement in regards to fencing of the KiwiRail lease land.

GENERAL

RAILWAY FENCE

The Chair expressed his appreciation on the new fence along the Railway Corridor near the Otorohanga Railway Station and congratulated those involved in its construction.

RAILWAY STATION SIGN

Mrs. Christison said that time should be spent looking into the railway sign due to the historic significance of the building.

The Chair said that there is most likely a historical record that will lead to these signs being erected and suggested further investigation is undertaken.

MAIN STREET SEATING

Mrs. Christison expressed the opinion that she would like to see some seating made available on the Maniapoto Main Street garden beds. She circulated images of a similar project amongst members.

Mr. Gadd queried if there was previously seating along Maniapoto Street and if so queried why it was removed.

Mrs. Cowan confirmed that there was seating along Maniapoto Street previously and this was removed after lobbying by groups some years ago. Mrs. Cowan said towns are attractive because of the seating for visitors and informed members that Taupo is one such town that does this well.

Mr. Gadd said that these seats would cause a reduction in the gardening contract as the seating would reduce the number of plants needed for each garden bed.

BEGGARS ON MAINSTREET

Mrs. Cowan informed members that she received a call today by a resident 'taken back' by a beggar on Maniapoto Street. She queried what the Council Policy was and if there was a bylaw in relation to this.

The Chair informed members that the person is well known and regularly transits towns on his journeys.

The Chief Executive in reply to Mrs. Cowan said there is no 'move on' policy.

REQUEST FOR WATER FOUNTAIN

Mrs. Cowan informed members that a request has come from Theresa from the Otorohanga i Site for a water fountain to be made available at the Village Green.

MINUTES FROM 2013 – 2016

Mrs. Cowan queried how hard it was for historical Minutes and Agendas to be placed on Councils Website. She said that these records are historical and should be placed on the site.

WAITOMO VALLEY ROAD STATE HIGHWAY 31

Mrs. Cowan requested that signage encouraging drivers to stick to the left be placed on State Highway 31 or visible from State Highway 31 or as drivers turn into Waitomo Valley Road. Mrs. Cowan said this has now become a safety issue and the Road Safety people need to attend to this.

Mrs. Christison expressed how dangerous this area is for both family and her staff.

COUNCIL FARM SETTLEMENT

Mr. Buckman queried how far the settlement on the farm property sold from Council is.

The Chief Executive replied that settlement is at least six weeks away if not more.

STOPBANK WALKWAY

Discussion was held on the proposed Stop bank Walkway.

The Engineering Manager informed members that it is now being proposed as a transport route and that there will be a letter from NZTA in relation to this issue.

PRIVET

Mr. Gadd queried who is responsible for Privet on private land and in road reserves.

The Chief Executive informed members that Council is responsible for it on Council owned land and that includes road reserves. He said that enforcement lies with the Regional Council and as far as they are concerned, Council is seen as just another land owner.

Mr. Coventry queried if the Regional Council conducts regular checks for Privet of which Mr. Gadd confirmed that they do.

Mrs. Cowan advised that that this should be removed and to keep on the back of the Regional Council to action this.

70KM/H SPEED ZONE

Mr. Coventry queried what the process would be to lower the speed prior to the first bridge coming into Otorohanga from the South. He reported that there have been issues at the Otewa Road Intersection with two residents of Old Te Kuiti Road having recently complained.

The Chief Executive said that the rules are defined based upon the density of entrances, and as such a lower speed limit would not be possible there.

SUBDIVISION

The Chair requested an update on the Otorohanga Subdivision.

In reply the Chief Executive replied that Mr. Smit has been given a clear explanation of what is required for the consent.

The Chair said that the District is being held in good regard and people are moving into the District from out of town.

Mrs. Christison queried if the Community Board can do anything to fast track this process.

The Chief Executive replied that if another site was targeted the whole process would have to start again.

OTEWA ROAD SUBDIVISION

The Chief Executive informed members that the Otewa Road Subdivision has been granted consent.

MOWING OF VERGE

The Engineering Manager reported that mowing of the verges in some locations are being undertaken by Council. Legal agreements were made on the mowing of these areas historically.

STOPBANKS

The Engineering Manager presented a letter from the Regional Council in relation to the stopbanks.

He said that this letter covers numerous topics and also includes comments on things such as concrete walkways.

The letter stated that the Waikato Regional Council would be happy to present to Council on this issue.

The Engineering Manager said that the date and time for the stop banks inspection would be decided shortly and was likely to be January 2018.

Mrs. Cowan requested that Rosemary Davison be advised of this inspection.

The Chair queried if the Waikato Regional Council would compensate Council for the loss of income from this asset.

The Engineering Manager in reply said that the Regional Council does not provide compensation.

The Chair stated that the leases of the Stopbanks need to be revisited.

MEETING CONCLUSION

The meeting ended at 6.31pm.

Signed: _____

Dated: _____

