



Otorohanga District Council

MINUTES

18 February 2014

OTOROHANGA DISTRICT COUNCIL

18 February 2014

Minutes of an ordinary meeting of the Otorohanga District Council held in the Council Chambers, Maniapoto St, Otorohanga on Tuesday 18 February 2014 commencing at 10.10am.

MINUTES

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

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PRESENT

Mr MM Baxter (Mayor), Crs, RA Klos, RM Johnson, KC Phillips, DM Pilkington (Deputy Mayor), RJ Prescott, PD Tindle and AJ Williams.

IN ATTENDANCE

Messrs DC Clibbery (Chief Executive & Engineering Manager), GD Bunn (Finance & Administration Manager), R Brady (Services Manager) and CA Tutty (Governance Supervisor).

His Worship declared the meeting open and welcomed those present.

OPENING PRAYER

His Worship read the Opening Prayer.

ITEMS TO BE CONSIDERED IN GENERAL BUSINESS

The Chief Executive reported that minutes of the Kawhia Community Board meeting held on 21 January 2014 have been omitted from the Agenda therefore he suggested these be considered in general business which may require a resolution.

CONFIRMATION OF MINUTES – 21 JANUARY 2014

Resolved that the minutes of the meeting of the Otorohanga District Council held on 21 January 2014, as previously circulated, be approved as a true and correct record of that meeting.

Cr Pilkington / Cr Tindle

MATTERS ARISING

MATARIKI HOSPITAL – TE AWAMUTU

Cr Klos queried with His Worship whether a submission had been sent to the District Health Board in the support of keeping the Birthing and Postnatal services available in Te Awamutu. She asked whether His Worship would be speaking to the submission. His Worship replied that a written submission has been forwarded and that he is prepared to personally present this.

REPORTS

Item 39 KOTUI SHARED LIBRARY SERVICE

Discussion

The District Librarian attended the meeting and presented a report advising that previous proposals for the Otorohanga District Library to join Kotui Shared Library Services have been considered by Council in February 2012 and March 2013.

The District Librarian reported that the current, Sirsi-Dynix system is a standalone service and that the Company is always undertaking changes and upgrades to the system. Cr Phillips queried what percentage of books held by the Otorohanga Library, are reference books. The District Librarian replied that these do not represent a large proportion of the library stock. She said students are able to obtain reference material through their various places of education. The District Librarian advised that the Library staff can access other material for Customers however, it is necessary for staff to request it from other libraries, for forwarding to them. She said the system 'discovery' will mean that the Library will have access across all the various resources. Cr Klos queried those customers that do not use Otorohanga as their service centre, how they can obtain books. The District Librarian replied that the customer would be able to download eBooks and could have access across other resources. She referred to physical

books and said that these could be sourced however, there is no physical system in place to have these delivered to the Customer.

Cr Pilkington referred to the 'one off license fee' of \$47,146 and queried whether this is required to be paid again when the current 5 year contract expires. The Finance and Administration Manager replied that Council would have the option to either cancel or renew the contract however, payment of a further license fee would not be required. Members were informed that the report is intended to make Council aware of the Kotui Shared Library Service and for this to be considered in the 2014/15 Estimates. Members were advised that the 'one off' license fee could be funded from depreciation however, the Annual Operating fee will have an impact on rates.

Cr Pilkington highlighted the fact that no large Councils are contributing to the service and that the neighboring authorities are also not taking part. His Worship reported on discussion he had with the Mayor of Manawatu District Council, who is a huge supporter of the service. He suggested that more research be undertaken with other Councils to ascertain what they feel the benefits of the service are.

The Finance and Administration Manager advised that when the Waikato Consortium was investigated 7-8 years ago, \$70,000 was budgeted by Council to be part of this. He said, the opportunity through Sirsi-Dynix to supply a product for \$18,000 was a considerable saving at that time. Cr Tindle said he would be interested to hear from those Councils which are using the system, as to how it works and to obtain referrals. Cr Pilkington felt it would be worthwhile to ascertain where the adjoining neighbouring Councils are at and for consideration to be given to a combined service. The Chief Executive replied that there is reluctance by the Waipa District Council to join.

The District Librarian was asked, what is the weakness with the current system, to which she replied that staff struggle to deal with the improvements and upgrades to the service, and that these are very expensive. She felt that the existing service to an isolated customer such as this library, is not keeping up with the latest technology.

Resolved

That the District Librarians report be received and that the Kotui Shared Library Service be included in the 2014/15 Estimates, for consideration.

Cr Pilkington / Cr Phillips

Item 40 DISTRICT SPORTS COORDINATORS REPORT FOR JULY TO DECEMBER 2013

Discussion

The District Sports Coordinator attended the meeting and presented her report for the period July to December 2013.

The Coordinator referred to the KiwiSport project and said this has been developed to give opportunities for kids to get involved in sport. She circulated information on the programmes available over the four School terms, these being –

1. Staff afterschool professional development
2. Skills and taster sessions in schools
3. Afterschool programme
4. Events/Festivals

His Worship queried how successful has the KiwiSport programme been out at Kawhia. The Coordinator replied that there is always a good take up in Kawhia however, this does fall down

with no dedicated club being in place. She said to carry on with the programme it is necessary for Sport Waikato to link in with the local community groups.

Cr Klos said she would like to see information in the report highlighting the results obtained in particular, the number of people engaged, along with the staff time involved. She said she would also like to see information relating to the outcomes of the various programmes.

His Worship referred to the programme 'Smart Coach' to which the Coordinator replied that this links sports coaches with sports clubs. She said it is proposed to host a free generic coaching session for all coaches in the community of Otorohanga and Kawhia to attend. The Coordinator advised that they may commence with a beginners course which will be followed by another at a higher level and then, reverting back over time, to a beginners course again.

His Worship thanked the Coordinator for her comprehensive report and said that Council would like to see more results and outcomes highlighted in the next report.

Resolved

That the Otorohanga District Sports Coordinators report for the period July – December 2013 be received.

Cr Phillips / Cr Prescott

Item 45 NOTIFICATION OF PROVISIONAL LOCAL ALCOHOL POLICY

Discussion

The Chief Executive summarised the Environmental Services Manager's report advising that, following the Hearing of Submissions on the Draft Local Alcohol Policy in October 2013, Council must confirm the Provisional Local Alcohol Policy and approve the commencement of the appeal period for the new policy. He said only those that have forwarded submissions are able to appeal the provisional policy.

Resolved

That –

1. The Environmental Services Managers report on the Provisional Local Alcohol Policy be received and,
2. The Provisional Local Alcohol Policy be confirmed and approved for public notification for an appeal period commencing on 21 February and closing on 28 March 2014.

Cr Johnson / Cr Klos

Item 41 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 made to Council during January 2013 followed by a meeting with the Kio Kio Station Road property owners regarding their situation. He said in May 2013 a public meeting was held in the Community on the proposal, from which they had received some guidance.

Mr Milner advised that from the Kio Kio meeting it was suggested that the supply line use the existing rail corridor. He said in this case the line would pass through the centre of Otorohanga. He said the Community favoured staying with the rail corridor and accordingly, his Company is now close to defining the actual line. Cr Phillips queried whether the proposed line will go through the Te Kawa Swamp. Mr Milner replied that agreement has been received from most of the property owners to go through their land. He said this is a Community asset, for the benefit

of the Community. Mr Milner confirmed that around mid-April 2014, designation of the route will be put in place. He advised that the approach used with local authorities is that they will be compensated for the line going through their properties. Mr Milner said however, all property owners will be treated the same and an easement put in place for compensation to be paid. In reply to Cr Klos concern regarding safety, Mr Milner replied that the system will have protection for everybody.

Ms Thorbury advised that the next step is for her Company to have discussions with the adjacent land owners. She said the proposal will be publicly notified and that her Company would like to deal direct with any issues raised.

His Worship thanked the representatives for their attendance. He felt that the Company is making its best effort to ensure all parties are satisfied.

Resolved

That the Waipa Networks presentation be received

Cr Pilkington / Cr Prescott

Item 42 MAYORAL FORUM ROADING WORKING PARTY PRESENTATION

Discussion

Mayor Brian Hanna (Waitomo District Council) and Mr James Bevan (Consultant) as members of the Mayoral Forum Roding Working Party attended the meeting to present to Council the proposed collaboration for road maintenance. Mayor Hanna outlined the history of the Mayoral Forum and advised that Road Asset Management is a very important aspect. He said however, they wish to maintain local delivery of services. Mayor Hanna said the purpose of this presentation is to give Members an understanding of why they have arrived where they are.

Mr Bevan commenced the presentation thanking Councillors for the opportunity. He said the main purpose is to improve road asset delivery through collaboration.

Mr Bevan said the desired outcome from today's presentation is that –

1. Council understands the proposed Centre of Excellence.
2. Council discusses the concept of being part of the Centre of Excellence.
3. Leading towards signing of a Memorandum of Understanding confirming this collaboration.

The presentation covered the following topics –

1. Our unique position
2. Roding is a core activity in the Waikato
3. Rapidly changing policy context
4. Responding to the funding gap
5. NZTA Asset Management Approach
6. The value of potential renewals savings
7. Collaboration starts with improving Asset Management
8. Waikato Road Assess Technical alliance
9. Key themes for the centre
10. Centre of Excellence activities

Mr Bevan then outlined the next steps to progress to establish on 1 July 2014 being –

- 15 March – Council presentations complete,
- 17 March – Waikato Mayoral Forum and Councillors meeting
- April – MOU between local authorities
- By 30 June 2014 – Service Specifications approved, Technical specifications agreed and multi-party funding agreement signed.
- As from 1 July 2014, the matter will be ready to commence.

The Chief Executive informed Members that the proposal is just the beginning and that it is envisaged that the real value will be somewhere further down the track. Cr Pilkington referred to the 17 March, Waikato Mayoral Forum and Councillors meeting and the need to stress the Chief Executive's point that this is just the beginning. It was agreed it is necessary to encourage other Mayor's that collaboration will work. Cr Klos felt that the Proposal to date is not enough and if a Council does not use the data obtained, then why commence the programme. Mayor Hanna expressed the opinion that there will be huge gains to be made by the smaller Councils.

His Worship thanked Mayor Hanna and Mr Bevan for their presentation.

Resolved

That the Mayoral Forum Rooding Working Party Presentation be received.

Cr Phillips / Cr Johnson

Item 43 ANIMAL CONTROL OFFICERS REPORT FOR OCTOBER TO DECEMBER 2013

Discussion

The Chief Executive summarised the Environmental Services Managers report on Dog and Animal Control activities in the District for the period October to December 2013.

Resolved

That the Environmental Services Managers report on Dog and Animal Control for October to December 2013 be received.

His Worship / Cr Tindle

Cr Phillips reported that there is Dog and Animal control problems in Kawhia in particular, with animals on the road.

LUNCHEON ADJOURNMENT

Council adjourned for lunch at 12.25pm and resumed at 1.04pm.

Item 46 ROUTINE ENGINEERING REPORT

Discussion

The Services Manager commenced with the presentation of part of the Engineering Report in particular Section 3 Water Services – Kawhia Water Supply.

Council's Contracts and Projects Engineer Ms Sharlene McGaughran attended the meeting and commenced with the presentation of Section One, Road Maintenance.

TE KAWA ROAD INTERSECTION – OURUWHERE ROAD

The Contracts Engineer reported that consideration will be given to installing a guard rail on a corner of Ouruwhere Road, below the water reservoir. The Engineering Manager also referred this section of road and advised that following its re-seal the seal has bled badly therefore, consideration may be given to carrying out an area wide pavement treatment, prior to winter.

STORMWATER DRAIN

The Contracts Engineer reported on Contract 1008 – Te Kanawa Street Stormwater Improvement, which is to pipe a short length of a large capacity stormwater drain (currently open) which runs through the centre of a private residential property at 16 Te Kanawa Street Otorohanga. Cr Prescott reported on his personal situation regarding the piping of stormwater drains through private property. He questioned why Council is not being consistent. The Engineering Manager replied that the main significant factor in this particular case is that of safety. It was agreed that Cr Prescott's concern be considered outside of the meeting. Cr Pilkington raised the point that this stormwater work is Community funded and in the first instance, should be considered by the Otorohanga Community Board.

SECTION 3 – WATER SERVICES

The Services Manager continued with the presentation of the Engineering Report.

Cr Pilkington congratulated and extended her thanks to all those involved with the operation of the Kawhia Water Supply, particularly during the Christmas/New Year Period.

SECTION 5 – REFUSE AND RECYCLING

The Engineering Manager presented that part of the report relating to refuse and recycling. Cr Prescott raised the matter of the lateness of the weekly rubbish collections and the inconsistencies in the collection of recyclables. The Engineering Manager reported that Councils Engineering Support Officer is looking into the matter of the lateness of the collection and, that he will investigate the inconsistencies with the collection of the recyclables.

Resolved

That the Routine Engineering report be received.

Cr Prescott / Cr Pilkington

Item 47 REQUEST FROM THE DEPARTMENT OF CORRECTIONS TO VEST A SECTION OF ROAD AS PUBLIC ROAD (WAIKERIA ROAD)

Discussion

The Roothing Manager, Mr Martin Gould attended the meeting and presented a report on the request from the Department of Corrections to vest a 100 Metre length of prison access road from Waikeria Road as public road, with the small increase in network management and maintenance costs to be absorbed by Council.

The Engineering Manager referred Members to page 3 of the Management accounts and outlined the basis on which Council agreed to fund the recent work on Walker Road. He said some of the costs could be charged back to road maintenance and that the \$7,000 survey costs will be funded by the Department of Corrections. He said the account is not grossly over budget as indicated.

The Roothing Manager advised that traffic accessing the prison facility is of a significantly higher volume than the general traffic use on Walker Road, and the prison entrance point from the public roading network is proving to be potentially unsafe. He said a number of roading arrangements have been proposed, but the favoured option, to create a stop junction at the

commencement of Walker Road is not legally able to be created. The Roding Manager reported following discussions with the Department of Corrections, the option of Council vesting as public road, a section of the Waikeria Prison internal roading has been raised. He said the additional pavement maintenance costs to Council would be minimal, and it is not considered that to accept this road for public road would create a precedent for other future requests to be accepted.

The Roding Manager advised that to adopt a 100 Metre length of prison access road as public road will allow an effective and inexpensive safety upgrade to the Walker Road junction through the establishment of a stop controlled intersection.

Members were informed that the Department of Corrections will be closing their entrance off Wharepuhunga Road. Cr Pilkington expressed the opinion that in going along with the proposal is a matter of 'goodwill' on behalf of Council.

Resolved

That Council accepts the request from the Department of Corrections to vest a 100m length of prison access road from Waikeria Road as public road, with the small increase in network management and maintenance costs being absorbed by Council. The cost to complete the legalisation survey and legal expenses is to be shared equally with the Department of Corrections.

Cr Pilkington / Cr Klos

Item 44 DRAFT MANAGEMENT ACCOUNTS FOR THE PERIOD ENDING 31 DECEMBER 2013

Discussion

The District Accountant attended the meeting and presented the Draft Management accounts for the period ending 31 December 2013.

OTOROHANGA WATER TREATMENT PLANT

Discussion was held on the proposal to install power from Phillips Avenue through to the Water Treatment Plant at an estimated cost of between, \$10,000 to \$15,000. The Engineering Manager reported that the last section of the installation would be carried out underground. Members agreed that as a safety issue, this installation should proceed.

The District Accountant answered Member's queries as he went through the presentation.

Resolved

That the Draft Management Accounts for the period ending 31 December 2013 be received.

Cr Johnson / Cr Phillips

Item 48 AROHENA, RANGINUI, TIHIROA & WAIPA RURAL WATER SUPPLY COMMITTEE MEETINGS

Discussion

The Governance Supervisor referred Members to minutes of the meeting of the Arohena, Ranginui, Tihiroa and Waipa Rural Water Supply Committees.

Resolved

That the minutes of the meeting of the Arohena, Ranginui, Tihiroa and Waipa Rural Water Supply Committees be received and the recommendations contained therein be adopted.

Cr Klos / Cr Tindle

Item 49 ODDB REPORT

Discussion

Cr Pilkington in her role as Chairperson of the Otorohanga District Development Board presented her report for the period July 2013 to January 2014. She outlined the aims of the Board as per its Service Agreement with Council.

With regards to the Kawhia Museum and Information Centre Cr Pilkington reported that due to a shortage of volunteers the Board relies on volunteer minders to man the Information Centre during weekends in order to fulfil their Service Agreement with the Board.

Cr Tindle referred to the visitor numbers for 1 July to 31 December 2013 and queried where this information was obtained from. Cr Pilkington replied, currently this was obtained through Mrs Liz Cowan.

Resolved

That the Otorohanga District Development Board report for the period 1 July 2013 to 31 January 2014 be received.

Cr Johnson / Cr Tindle

Item 50 ODC MATTERS REFERRED FROM 21 JANUARY 2014

Discussion

The Governance Supervisor took Members through the Matters Referred.

COUNCILLOR/S APPOINTMENT TO VARIOUS TRUSTS

The Chief Executive reported that the request to investigate why Council appoints a Councillor/s to various Trusts such as Beattie Home Trust has been referred to Deloitte for advice.

COMMUNITY FACILITIES TOUR

It was agreed that a tour of the Otorohanga Community Facilities for both Councillors and Otorohanga Community Board Members will be held on Monday 10 March 2014 commencing at 9.00am.

GENERAL

RMA COMMISSIONERS

Cr Johnson reported that His Worship, Cr Pilkington and himself are RMA Commissioners however, this accreditation expires as at 31 March 2014.

WAIPA RIVER CATCHMENT SUB-COMMITTEE

Cr Johnson reported on his attendance at a recent meeting of the Waipa River Catchment Sub-Committee and advised that a Regional Policy Statement is being implemented from the National Policy Statement in respect to water quality. He referred to 'On Farm' strategies and an analysis identifying where erosion is coming from. He said certain areas have been targeted for this information

Cr Johnson referred to advice from Environment Waikato regarding the Tapuae slip and that a wall of gravel is approaching Otorohanga. Concern was expressed on the effect this may have with water intake pipes. Cr Johnson advised that more requirements will be placed on farmers in erosion prone areas.

COUNCIL / STAFF FUNCTION

Cr Prescott reported on his attendance last Friday at a Council/Staff paintball event being held in the Bob Horsfall Reserve. He said this was a fabulous occasion which he enjoyed very much. Cr Prescott thanked and paid tribute to the Chief Executive and his family for putting the event together.

COUNCILLORS EQUIPMENT

Cr Tindle referred to the provision of IT equipment for Councillors, and the digital provision of documents. Members were advised that no budget has been set aside for this purpose however, an allocation could be made to cater for each Councillor. It was agreed that Councils IT Manager prepare a report on the options available, for consideration at the next meeting.

KAWHIA KAI FESTIVAL

Cr Phillips reported he really enjoyed the recent Kawhia Kai Festival.

UPPER WAIPA HILL COUNTRY DAIRY PROJECT

Cr Pilkington raised the matter of a presentation made by Ms Jessie Bolt on her research project for the Upper Waipa Hill Country Dairy Project, back in August 2012. She queried whether any progress had been made on this matter.

WEST COAST ZONE SUB-COMMITTEE

Cr Pilkington informed Members that she will be attending a meeting of the Committee on Friday 21 February 2014.

MAYORS TASKFORCE FOR JOBS

His Worship reported on his recent attendance at a Mayors Taskforce for Jobs Forum. He advised that he has joined the Core Group however, it is now realised that there is an absence of rules regarding the Group. He said they are at a point where funding from Central Government is at a standstill and until a set of rules is established payment will not be forthcoming.

MAYORAL FORUM

His Worship informed Members that a Mayoral Forum will be held on 17 March 2014 and said this is an opportunity for Council to hear what is going on in the various work streams. He stressed the need for this Council to be part of this process. Cr Tindle referred to a previous meeting where it was indicated that His Worship and Senior Staff attend these Mayoral Forums however, what is the situation regarding Councillors. The Chief Executive replied that now there is value in Councillors attending.

MEETING CLOSED

The meeting concluded at 3.47pm

MAYOR:

DATE: 18 March 2014