



Otorohanga District Council

# MINUTES

20 May 2014

## OTOROHANGA DISTRICT COUNCIL

20 May 2014

Minutes of an ordinary meeting of the Otorohanga District Council held in the Council Chambers, Maniapoto St, Otorohanga on Tuesday 20 May 2014 commencing at 10.04am.

### MINUTES

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

#### ORDER OF BUSINESS:

ITEM	PRECIS	PAGE
PRESENT		1
IN ATTENDANCE		1
APOLOGIES		1
OPENING PRAYER		1
ITEMS TO BE CONSIDERED IN GENERAL BUSINESS		1
CONFIRMATION OF MINUTES – 15 APRIL 2014		1
REPORTS		1
Item 78	ROUTINE ENGINEERING REPORT FROM FEBRUARY TO APRIL 2014	1
Item 76	DRAFT MANAGEMENT ACCOUNTS TO 31 MARCH 2014	3
Item 77	GOVERNANCE STATEMENT 2014	4
Item 79	WAIKATO SPATIAL PLAN	5
Item 80	REWAREWA RECREATION RESERVE	6
Item 81	ODC MATTERS REFERRED FROM 15 APRIL 2014	7
GENERAL		7
MEETING CLOSURE		10

## **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), AR Loe (Environmental Services Manager), and Miss D Levy (Acting Executive Assistant).

His Worship declared the meeting open and welcomed those present.

## **OPENING PRAYER**

Cr Pilkington read the Opening Prayer.

## **CONFIRMATION OF MINUTES – 15 APRIL 2014**

**Resolved** that the minutes of the meeting of the Otorohanga District Council held on 15 April 2014 as amended, be approved as a true and correct record of that meeting.

### **Cr Pilkington / Cr Phillips**

## **MATTERS ARISING**

### **WATER FILTER – RURAL WATER SUPPLY**

Cr Klos referred to Page 9 and requested that her comment '6 years earlier' be corrected to read '6 months earlier'.

### **OTOROHANGA DISTRICT AND COMMUNITY CHARITABLE TRUST INC**

Cr Pilkington stated that the fourth paragraph on Page 9 implies that the Otorohanga District and Community Charitable Trust Inc will not have a transparent process with the appointment of its Members. She suggested that the comment be corrected to read 'The Chief Executive referred to the setting up of the Otorohanga District and Community Charitable Trust Inc and advised that the Trust could be cut free of Council and the appointment of its own Members be a transparent process'. The Chief Executive agreed for this comment to be amended.

## **LANDSCAPE PLAN**

Cr Pilkington queried whether the wording was correct under Landscape Plan on Page 10. The Environmental Services Manager said this is to be corrected to read 'The Environmental Services Manager informed Members that the Judge has told Council it cannot include areas in the Policy that were not previously notified in the Proposed District Plan Decisions Version'.

## **THE LINES COMPANY**

Cr Williams referred to the comment on Page 1 under the Lines Company and felt this should be corrected to read 'Members were advised that it was never the intention of representatives of the Lines Company to attend a public meeting, without knowing who will be chairing the meeting'.

## **REPORTS**

### **Item 78            ROUTINE ENGINEERING REPORT**

#### **Discussion**

Council's Roading Manager Mr Martin Gould attended the meeting and began with the presentation of Section One, Road Maintenance and Section two, Construction projects.

## **TE KAWA ROAD INTERSECTION – OURUWHERE ROAD**

In reply to His Worship's query in relation to the directional arrows located in the centre of Ouruwhere Road, the Roding Manager said that there has been large doubled stop signage installed at the intersection with additional 'stop ahead' signage marked on Te Kawa Road, 200 metres back from the intersection. He advised that this intersection has been re-painted and the installation of fixed centre cones has been done. His Worship raised the issue that the fixed cones have been severely damaged by trucks travelling from Te Awamutu. Cr Johnson suggested that the speed be reduced on Ouruwhere Road as traffic approaches this intersection. The Roding Manager said that this can be achieved, however he felt this would not be effective. The Finance and Administration Manager indicated that speed was not a factor in the fatality in December 2013 and felt that visibility was the primary issue. Cr Klos felt that the signage will not be effective in foggy conditions.

## **HAUTURU SLIP**

In reply to Cr Pilkington's query regarding the possibility of Mr Albert Emmett reviewing the state of Hauturu slip, the Roding Manager replied that there is an issue with the Urupa located above the slip. He advised that Council will consider seeking advice from a Structural Engineer regarding the concept of a structural wall and to discuss the costs involved.

## **CONTRACT 981 - PAVEMENT MARKING**

Cr Phillips queried whether road marking has been completed on the re-sealing of Maihihi Road. The Roding Manager stated that this work falls under Contract 973, Area Wide Pavement Treatment, which will be underway in the very near future.

## **CONTRACT 1000 - FOOTPATH CONSTRUCTION & MAINTENANCE**

In reply to Cr Phillips query as to whether this contract covers footpath repairs or the renewal of a large area, the Roding Manager said that this contract covers both renewals and repairs at various locations.

## **CONTRACT 995 WHAREPUHUNGA ROAD IMPROVEMENTS**

Cr Phillips asked if preliminary work was being carried out or if a survey of the area has taken place. The Roding Manager replied that the design has been completed and consultation with the owners is currently being done in relation to the placement of fences and culverts. Cr Phillips queried whether tree removal has commenced and if this work is within the budget. The Roding Manager stated that there have been one or two large trees removed from this area and this work has fallen within the current budget.

Cr Pilkington asked whether the decision was made to carry out this work on the full 2km of Wharepuhunga Road or a lesser distance was to be decided. The Roding Manager replied that this will depend on the price received for the tender and if this exceeds the desired cost, the length of improvements will be reduced.

Cr Klos advised Members of a complaint received from a resident on Huirimu Road in relation to significant pot holes located at the top end of the road. The Roding Manager informed Members that Council carried out an inspection process, which have identified repairs required. He stated that it is very difficult to maintain an unsealed Road however, he will inform the Council Roding Maintenance team of this issue.

The Engineering Manager then presented the remainder of the report.

## **SECTION 3: WATER SERVICES**

### **GAS FIRED POWER STATION**

The Engineering Manager informed Members that a Gas fired Power Station has been proposed to be erected in the Tihiroa Area by Nova Energy Ltd. He advised that discussions were held in

relation to the water requirements and that there may be a possibility that the Tihiroa Water Treatment Plant could be utilised. In reply to Cr Phillips query regarding the source of the Gas, the Engineering Manager stated there are two major Gas lines that run through the Tihiroa area. Cr Phillips queried whether Waikato Regional Council have approved the amount of water being evaporated by the proposed plant, the Engineering Manager said this is yet to be resolved.

#### **SECTION 4: PARKS AND FACILITIES**

##### **KAWHIA WHARF**

In reply to His Worship's query regarding why New Zealand Steel did not support protective spray treatment, the Engineering Manager stated they were not convinced this would be effective and they felt because the structure itself is very aged, the corrosion process has most likely commenced inside the concrete.

#### **SECTION 6: OTHER MATTERS**

##### **HIGH SPEED INTERNET SERVICES**

The Engineering Manager advised Members of the installation of high speed internet services to Progress Drive and further explained that individual businesses will be required to connect to the line located at the beginning of Progress Drive, at no cost.

In reply to Cr Pilkington's query on whether the line will be available at the boundary of each business on Progress Drive, the Engineering Manager advised that the line will be provided to the boundary and the cost to connect to the boundary will be the business owner's responsibility. Cr Phillips queried whether the line itself is fibre or copper, which the Engineering Manager said it is some form of next generation copper.

##### **MATTERS ARISING**

##### **RANGIATEA ROAD**

Cr Phillips queried the excavation work being carried out by Council's Water Services foreman on Rangiataea Road. He stated that it appears they have been attempting to extract a pipe from the water line which he feels has taken a long period of time. The Engineering Manager said he is not aware of this work being done however, he will follow up this matter with Council's Water Services staff.

##### **Resolved**

That the Routine Engineering report be received.

##### **Cr Pilkington / Cr Prescott**

#### **Item 76            DRAFT MANAGEMENT ACCOUNTS TO 31 MARCH 2014**

##### **Discussion**

The District Accountant attended the meeting and presented the Draft Management accounts for the period ending 31 March 2014.

##### **LAND TRANSPORT – WALKER ROAD**

Cr Phillips questioned why Walker Road is significantly over budget and raised the issue whether this is because of proposed work to be carried out at Waikeria Prison. The Engineering Manager advised that additional survey and legal costs had been incurred. The Environmental Services Manager advised Members of a Building Consent application received for a new covered vehicle inspection point to be located at the North gate of Waikeria Prison. He said this will inevitably lead to the closing of the South Gate to the prison which is frequently used by Prison Staff, surrounding property owners and various others. Cr Phillips queried whether this will decrease

the road traffic travelling on Wharepuhunga Road and how much of a difference the traffic count will be. Cr Klos said that she was surprised at how busy this road is and that the majority of traffic on Wharepuhunga Road was not Prison Staff. The Engineering Manager advised that Council can estimate how much traffic is on this road from traffic count figures and agreed with Cr Klos that vehicles travelling on Wharepuhunga Road are not primarily Prison Staff.

## **REGULATORY SERVICES – RURAL FIRE**

In reply to Cr Pilkington's query regarding the recovery of costs from various rural fire callouts, the Engineering Manager advised that costs can be recovered directly from the offender or alternatively, from the National Rural Fire Fund. The District Accountant advised Members that once those costs are recovered, they will show in the Rural Fire account as recoveries. The Engineering Manager explained that this will be difficult to identify by Councillors as these figures will fluctuate over the financial periods.

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

## **MATTERS ARISING**

Cr Klos acknowledged Council's District Accountant for his time and effort with producing the Draft Management Accounts. She suggested that perhaps a narrative be provided to Councillors that highlights trends and various areas that need attention. Cr Phillips agreed and thought that a written summary would help for Councillors to obtain a better understanding of the management accounts as a whole. The Finance and Administration Manager advised this can be arranged, as a similar report is provided to the Auditors.

### **Resolved**

That the Draft Management Accounts for the period ending 31 March 2014 be received.

### **Cr Phillips / Cr Johnson**

## **Item 77 GOVERNANCE STATEMENT 2014**

### **Discussion**

The Finance and Administration Manager informed Members that every three years Council is required to produce a Governance Statement, which is an overview of functions within Council. He stated there were numerous amendments made to Council's previous Governance Statement and various sections within the document have been revised.

He received various amendments and corrections from Councillors to be made within the document.

Cr Williams noted a change to be made on Pages 29-30 – 'Request for Official Information' is repeated twice whereas the first one should read 'Request for Council Services'.

Cr Pilkington raised various amendments to be made –

- Page 4, removal of 'Kiwiana Festival' as this no longer exists.
- Page 4, sentence to be re-worded to read 'The annual Kawhia Kai (food) Festival is also a popular and significant District event and is recognised internationally in "The Lonely Planet" as one of the top indigenous food festivals'.
- Page 16, His Worship the Mayor will need to be added into the Creative Communities Scheme.
- On the last page, the opening times of the various Information Centres will need to be checked.

Cr Klos raised the issue regarding Council's Mission Statement and Council's Organisation Vision Statement. The Chief Executive replied that Council has a Mission Statement that was

created by the Otorohanga Community Board and the Council Vision Statement was created primarily for Council Staff. He said there has been confusion regarding this issue in the past however, this will be revised as part of the Long Term Plan process.

The Environmental Services Manager advised that on Page 16, the Hearings Committee contact will need to change to 'His Worship the Mayor or any Councillor who has a current RMA Panel Certification'.

Cr Phillips raised the issue on Page 15 that Members address and contact details will require updating as it currently states 2013.

#### **Resolved**

The Government Statement be made publicly available after incorporating any changes recommended by Council.

#### **Cr Phillips / Cr Prescott**

### **Item 79            WAIKATO SPATIAL PLAN**

#### **Discussion**

The Chief Executive took Members through the Waikato Spatial Plan report and stated that this report follows on from the last presentation given at a recent meeting of Council. He said at that meeting it was agreed to provide general support for the continuing development of the Waikato Spatial Plan. The Chief Executive explained that to enable the development of the Waikato Spatial Plan, it is proposed that a Joint Committee be formed from representatives of each Council in the Waikato. He further advised Members that this report is a standardised report provided to the various Councils in the Waikato. The Chief Executive informed Members that the Waikato Spatial Plan is not a substitute for the District Plan and advised that this document is more comprehensive and broader in terms of management of the Region. He stated this document will provide a guiding framework of general principals and objectives set out and agreed on by the Joint Committee.

Cr Phillips queried how time and effort put into the Waikato Spatial Plan could be measured as he felt that a lot of work will be required by the selected representatives. His Worship felt that representatives should support the development of the Waikato Spatial Plan and that in terms of an individual Council, it will be their role to encourage growth throughout the Waikato area as a whole. The Chief Executive advised Members that Otorohanga District Council should be a part of this process and representatives who are chosen should make appropriate time to support this. His Worship agreed and felt that contribution and input towards the Waikato Spatial Plan will be necessary.

Cr Klos expressed the opinion that she supports the Waikato Spatial Plan however, she felt that the proposal of the Property Council Plan is more publicised and believes the public should be aware that these are completely separate plans. Cr Pilkington agreed and proposed that perhaps at the Mayoral Forum there would be an opportunity to better differentiate the two plans. She stated this may also be an opening for the Waikato Plan to be further exposed to public and the point put across that there is no association with the Property Council proposal. His Worship advised that media releases have commenced in terms of where the Mayoral Forum is heading.

In reply to Cr Phillips' query concerning Thames-Coromandel District Council, His Worship advised they hope to align themselves with Hauraki and Matamata-Piako Councils however, there is no interest from these parties.

#### **Resolved**

That –

Pursuant to clause 30 of Schedule 7 of the Local Government Act 2002, Otorohanga District Council resolves:

- (a) To adopt the attached Terms of Reference for the Waikato Spatial Plan Joint Committee;
- (b) To appoint *His Worship the Mayor Max Baxter* as the Council member of the Waikato Spatial Plan Joint Committee.
- (c) To appoint *Councillor Robyn Klos* as the alternate Council member of the Waikato Spatial Plan Joint Committee.

### **Cr Johnson / Cr Pilkington**

## **Item 80 REWAREWA RECREATION RESERVE**

### **Discussion**

The Chief Executive advised Members that the Mandatory Rules that Council set for the operation of the Rewarewa Reserve are being challenged. He stated that when the rules were put in place by Council, there were amendments that were not listed in the resolution. Cr Phillips expressed the opinion that Council should confirm the original decision agreed to which was a three year election be held and those standing for the Committee do not have to be residents or ratepayers of the area.

His Worship informed Members that Council received threats from various parties to extract the native planting in the Rewarewa Reserve and Council would no longer have authority over this area as the new elected Committee will have the power to do so. He proposed Council take back the responsibility of Rewarewa Reserve and that no Committee or group should be formed in future. Cr Prescott agreed that Rewarewa Reserve should be in Council's control as it is owned by Council. He expressed the opinion that no other Reserve in the District is run by a separate group or Committee. Cr Johnson agreed that Council take responsibility for the Reserve however, he raised the issue of maintaining the grassed area and whether this will fall under Council's responsibility. His Worship advised that discussion can be held with Council involving the mowing of the area and appropriate costs can be allocated for this work. The Chief Executive advised that a management plan will be put in place to maintain necessary the area of the Reserve and costs shall be allocated towards this by Council. Cr Pilkington informed Members that in 2011, there was a threat to extract plants and fencing which Council voted unanimously that this should not happen. She further explained that subsequent to this issue the Management Committee was established however, they were not able to agree on a management plan. Cr Pilkington stated that liability should not fall back on Council and she felt that from the recent veiled threat Council would be liable for costs to reinstate those plants. She said she is in favour of Council taking control of Rewarewa Reserve and minimal management be given towards this area in terms of mowing and weed spraying. Cr Phillips felt that Council should see through the original decision made and give the Management Committee a chance with taking responsibility of the Reserve. In reply to Cr Johnsons query regarding the obligation to create a Reserve Management Plan, the Chief Executive replied that this piece of land does not require a large scaled management plan however, Council can agree to mow and spray various times of the year which costs can be allocated towards this proposed work.

### **Resolved**

That –

- Authorities previously granted by Council to the Rewarewa Reserve Management Group in respect of the Rewarewa Reserve be withdrawn with immediate effect.
- Hence forth Otorohanga District Council will directly manage the Rewarewa Reserve.

### **His Worship / Cr Johnson**

**Discussion****EXTRAORDINARY WATER USERS**

The Chief Executive informed Members he had previously indicated that Beattie Home should not be classified as an extraordinary water user and subject to metered charges however, he advised Members that this is not correct. The Chief Executive referred to Council's Pensioner Housing complexes which are individually charged a uniform annual charge for water. He stated that whilst the Water Services Bylaw states that non-commercial residential properties are not extraordinary water users, the Beattie Home building does not meet this requirement as it is classed as a 'sleeping care' building under the Building Act. The Chief Executive felt that Beattie Home should be charged on a volumetric basis. In Reply to Cr Klos' query regarding charges applied to New Zealand care or IHC homes, the Environmental Services Manager said that these are operated as residential houses as they do not meet the requirement as a 'sleeping care' building. Cr Johnson expressed the opinion that the original request was to provide relief in terms of financial pressures for Beattie Home as it is a Community facility, regardless of the requirements within the Water Services Bylaw. In reply to Cr Pilkington's query regarding discretion from Council, the Finance and Administration Manager stated that the Remission Policy on Community Organisations covers rates however, this does not include Service charges such as water, sewerage and refuse. Cr Pilkington suggested that Council review the Remission Policy and discuss this issue in a workshop.

**LUNCHEON ADJOURNMENT**

Adjourned for lunch at 12.38pm and recommenced at 1.09pm

**GENERAL****WAIPA CATCHMENT LIAISON SUB-COMMITTEE MEETING**

Cr Johnson informed Members that a visionary workshop was held at this meeting with the attendance of Waikato Regional Council staff and River Iwi. He said discussion was held involving shared vision and objectives and where the desire for the Waipa Catchment will be placed in 20 years' time. Cr Johnson stated that there may be pressure applied to Council regarding stormwater processes in 20 years.

**MAYORAL GRADUATION CEREMONY 2014**

Cr Johnson advised of his attendance at the Mayoral Graduation Ceremony and acknowledged the Top Apprentice award was presented to two people, these being Jason Adams and Scott Martin. He said both men were awarded with \$500 as a prize.

Cr Pilkington also attended the Mayoral Graduation Ceremony and commented that it was great to see a lot of women being awarded for their achievements.

Cr Klos also attended the Ceremony to gain a better understanding of this event and to see people succeed within the Otorohanga District.

**VEHICLE CROSSING BONDS**

Cr Johnson received a query from a client who resides in the rural area on a no exit road, being charged a Vehicle Crossing Bond for Building Consent. He requested for possible discretion to be given in respect of rural properties as he felt this bond does not apply in some circumstances. Cr Johnson further discussed various issues he has received relating to Vehicle Crossing Bonds and queried why Council has implemented this process. The Environmental Services Manager stated that the Bond is a condition made by Council's Roading Department which is charged on

when Building consents are issued. In reply to the Environmental Services Manager's query whether the applicants enquired about the bond upon payment, Cr Johnson stated the bill was paid in full. Cr Tindle expressed the opinion that this process is most effective for residential properties as entranceways and the Kerb and Channel could be damaged however, he felt that this is not applicable for the rural area.

The Environmental Services Manager advised Members he will investigate whether discretion can be given to waiver the Vehicle Crossing Bond in respect of proposed building projects in the rural area.

### **BEATTIE HOME – FIRE WALL**

Cr Johnson raised the issue with the Building Consent for the extension to Beattie Home and advised that this has been placed on hold due to an upgrade of the existing fire wall. The Environmental Services Manager stated that there are a number of issues regarding fire safety with this building and advised Members that new fire regulations have been implemented into the Building Code. He said because of these new fire regulations, Beattie Home will have to carry out a retrospective upgrade on the existing building to meet these requirements. Guidance documents from the Ministry of Building Innovation and Employment, to enforce these regulations applied to the Beattie Home extension. The Environmental Services Manager advised that a fire safety design for the entire composite of Beattie Home has been supplied to Fire Engineers of the New Zealand Fire Service for assessment and until this is completed, the Building Consent has been placed on hold.

### **SEWERAGE PONDS**

In reply to Cr Klos' query regarding whether the sludge was removed from this area and deposited, the Chief Executive replied that the sludge has been removed from large bags and ploughed into the surrounding land. The Chief Executive suggested if there is interest in taking the sludge and depositing this on to farm land then something can be arranged.

### **STREET LIGHTS IN RURAL AREA**

Cr Klos raised the issue of the lack of street lighting within Otorohanga rural area and felt that it may be beneficial for this to be carried out.

### **HOUSING FOR THE DISABLED**

Cr Klos advised that Central Government is providing funding to encourage social housing and suggested that a Trust could be set up to operate social housing.

### **IWI LIAISON GROUP**

In reply to Cr Klos' query regarding whether there is an Iwi Liaison Group for Aotearoa Marae and Wharepuhunga Marae, the Environmental Services Manager advised that the Raukawa Charitable Trust are partners in a joint management agreement with Council. He said two meetings are scheduled annually to discuss concerns.

### **CIVIL DEFENCE**

The Environmental Services Manager advised Members that the Waikato Civil Defence Emergency Management Group has been reviewed by the Ministry of Civil Defence and Emergency Management. He explained that reports on individual Councils will be released next month and Councils will be scored on their performance. The Environmental Services Manager informed Members that results from this review of each Council will be announced at the upcoming Mayoral Forum.

His Worship advised Members that Council staff undertook stage one of Civil Defence training and said that the Council Building would be the primary headquarters if an emergency was to occur.

## **HAMILTON AIRPORT – REVISED STATEMENT OF INTENT**

The Chief Executive informed Members that the revised Hamilton Airport Statement of Intent will be distributed in the near future. He said Hamilton Airport's main focus is to become a Regional airport and previous international airport ambitions have decreased.

## **MAYORAL FORUM**

His Worship attended the Mayoral Forum and discussed the various Work Streams. He stated that if Members are interested in viewing the Work Streams, to visit the Matamata-Piako District Council website for more information.

## **ODDB**

His Worship advised Members that there was concern over how the youth support service provider will be provided but, in the interim, some funding will be provided by ODDB and expenditure will be cut back.

## **YOUTH INITIATIVES**

His Worship informed Members of a meeting he attended with consultant Mr Steve Saunders and Maniapoto Pact Trust Chairman Mr Dennis Astill. He said he gained a better understanding of the functions within the Maniapoto Pact Trust and also the Harvest Centre. His Worship advised that the Maniapoto Pact Trust oversee those students which the Harvest Centre could not reach which he felt comforting.

## **REGIONAL TRANSPORT COMMITTEE TOUR**

His Worship attended the RTC meeting which involved reports on Road Safety, Public and Regional Transport planning. He also advised Members he took part in a Regional Transport Tour of the major projects occurring in the Waikato Area.

Discussions were held regarding the proposed expressway through Taupiri.

## **ZONE 2 MEETING**

His Worship advised of his attendance at the Zone 2 meeting held on Friday 16 May. He reported on the presentations given at the meeting and acknowledged various speakers.

## **INSULATION IN HOMES**

His Worship recited a letter to Members from Mayor John Tregidga of Hauraki regarding the process of funding for insulation in low income homes and how Hauraki utilise a contractor to carry out this work. Cr Klos felt that this process would be very effective and hugely beneficial for rental homes in the rural area. His Worship requested Cr Klos to locate various service providers to identify the particular homes in the District.

## **OTEWA ROAD SUBDIVISION**

His Worship advised he was approached by the owners who purchased this property from Council, who have proposed for Council to take responsibility of the Subdivision process on their behalf. After discussions held, His Worship informed Members that he will go back to the owners and tell them Council has no desire to carry out such a development.

**MEETING CLOSED**

The meeting concluded at 1.53pm

**MAYOR:**

**DATE:** 17 June 2014