



Otorohanga District Council

AGENDA

18 November 2014

10.00am

Members of the Otorohanga District Council

Mr MM Baxter (Mayor)
Mr RM Johnson
Mrs RA Klos
Mr KC Phillips
Mrs DM Pilkington (Deputy Mayor)
Mr R Prescott
Mr TD Tindle
Mrs AJ Williams

Meeting Secretary: Mr CA Tutty (Governance Supervisor)

OTOROHANGA DISTRICT COUNCIL

18 November 2014

Notice is hereby given that an ordinary meeting of the Otorohanga District Council will be held in the Council Chambers, Maniapoto St, Otorohanga on Tuesday 18 November 2014 commencing at 10.00am.

7 November 2014

DC Clibbery
CHIEF EXECUTIVE

AGENDA

VISITOR ATTENDING THE MEETING:

12.15pm Hamilton & Waikato Tourism Representatives

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 – 28 OCTOBER 2014		1
REPORTS		1
Item 138	OTOROHANGA COMMUNITY BOARD MINUTES 24 OCTOBER 2014	1
Item 139	DISTRICT LIBRARIANS QUARTERLY REPORT FOR JULY TO SEPTEMBER 2014	2
Item 140	MANAGEMENT ACCOUNTS FOR THE PERIOD ENDING 30 SEPTEMBER 2014	5
Item 141	CHIEF EXECUTIVE EMPLOYMENT EXTENSION	6
Item 142	ROUTINE ENGINEERING REPORT	7
Item 143	COUNCIL DIRECTIVE STATEMENTS	13
Item 144	REVIEW OF THE KEEPING OF STOCK POULTRY AND BEES BYLAW 2009	16
Item 145	REG BRETT RESERVE TOILET	18

Item 146	ROAD LEGALISATION PART HONIKIWI ROAD SO 58862	20
Item 147	APPLICATION FOR TEMPORARY ROAD CLOSURE – KING OF THE HILL	24
Item 148	HAMILTON & WAIKATO TOURISM END OF YEAR REPORT TO COUNCIL	26
Item 149	ODC MATTERS REFERRED FROM 28 OCTOBER 2014	27
GENERAL		28

PRESENT

IN ATTENDANCE

APOLOGIES

OPENING PRAYER

ITEMS TO BE CONSIDERED IN GENERAL BUSINESS

CONFIRMATION OF MINUTES – 28 OCTOBER 2014

REPORTS

Item 138 OTOROHANGA COMMUNITY BOARD MINUTES 24 OCTOBER 2014

**To: His Worship the Mayor and Councillors
 Otorohanga District Council**

From: Governance Supervisor

Date: 18 November 2014

Executive Summary

Minutes of the meeting of the Otorohanga Community Board held on 23 October 2014 as circulated.

Staff Recommendation

It is recommended that:

The minutes of the meeting of the Otorohanga Community Board held on 23 October 2014 be received.

CA Tutty
GOVERNANCE SUPERVISOR

**Item 139 DISTRICT LIBRARIANS QUARTERLY REPORT FOR JULY TO
SEPTEMBER 2014**

**To: His Worship the Mayor & Councillors
Otorohanga District Council**

From: District Librarian

Date: 18 November 2014

Relevant Community Outcomes

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

Executive Summary

A contract to join the Kotui consortium has been signed with the National Library of New Zealand. Library staff have been undertaking various children's programmes. Library usage statistics continue to demonstrate national trends.

Staff Recommendation

It is recommended:

That the District Librarian's Quarterly Report for the period July to September 2014 be received.

Report Discussion

Kotui

A contract has been signed with the National Library of New Zealand to join the Kotui shared library system. Implementation procedures are due to begin in December 2014, with a planned "go-live" date of March 2015. Specialist Kotui technical support staff will train our library staff in use of the system during February 2015.

Tweens' Book Group

As a result of popular demand from 10-13 year-old library patrons, staff have re-convened our pre-teen book group, which last met three years ago.

Fortnightly meetings have been held after school on Wednesdays, with around 15 children attending each session. Meetings are held in the Council committee room, and the programme consists of afternoon tea (kindly supplied each time by a different Book Group member), book discussion, crafts and library-themed activities.

Two library staff members lead the sessions – staff report they have felt energised by the enthusiasm of these young readers!

Bollywood Dance Class

On Friday 10 October, for our school holiday activity, the Library hosted a Bollywood Dance class at the St John's Ambulance Hall. Auckland-based dance teacher Anju Desai (who is a friend of a former Library staff member) lead the session for around 30 enthusiastic participants, some of whom travelled from as far afield as PioPio to attend. The children donned colourful scarves and

practiced a series of moves and sequences to lively music. A good time appeared to have been enjoyed by all (including some accompanying parents!).

Digital Storytelling Workshop, 24-25 September, South Taranaki

Library Assistant Sheila Pulham has contributed this account of a professional development course she attended:

I recently attended a Digital Storytelling workshop held in Hawera over two days. Around fifty librarians and teachers attended the workshop, some of them travelling from as far afield as Hawkes Bay and Nelson.

The two presenters, Sue Dodd and Tai Sila, work for Christchurch City Libraries. Sue regularly visits over 70 preschools in the Christchurch area, giving story presentations which make use of digital applications as well as regular print books. Tia works with school-age students within the Libraries.

The aim of the workshop was to learn how to make use of ipads and tablets within the storytelling context in both libraries and classrooms. Participants learnt how to make digital books, collages and videos and how to present stories using downloaded applications. The apps encourage interactivity from children.

I hope to apply my new skills for preschool storytelling in the Library, also with the members of our Tween Book Club.

Summer Reading Programme 2014/15

Library staff are beginning preparation for this year's reading programme, which has a theme of "Summer-Camping-Reading". We will have 30 places available on the programme for children aged 6-12.

For the first time this year, we will also be offering a limited number of places in the subsidiary "i-Read" programme for intermediate-aged children. We hope that some of our Tweens' Book Group members will be interested in trialling this programme for us over the holidays.

Quarterly Usage Statistics

Otorohanga Library – (July to September)

	2014/15	2013/14	Notes
Physical Visits	11,705	13,862	<i>Decrease of 15.6%</i>
Materials Issued	10,970	12,376	<i>Decrease of 11.4%</i>
Digital Downloads	62	49	<i>Increase of 26.5%</i>
Computer Sessions (APNK)	1,951	2,444	<i>Decrease of 20.2%</i>
Wifi Sessions	3,805	2,212	<i>Increase of 72%</i>
Membership registrations	69	75	

Kawhia Library – (July to September)

	2014/15	2013/14	Notes
Materials Issued	545	562	<i>Decrease of 3.0%</i>
Computer sessions (APNK)	95	108	<i>Decrease of 12%</i>
Wifi sessions	797	253	<i>Increase of 215%</i>
Membership registrations	6	9	

Revenue Statistics

Other Income

375716742. Building Rental	0.00	-6.00
375716745. i-Site Rental	-2,500.00	-2,500.00
375723670. Interloans	-146.00	-76.00
375723671. Videos	-413.50	-456.50
375723672. Kawhia	-196.00	0.00
375723673. New Rental Fiction	-234.00	-253.00
375723676. Reserves	-61.00	-80.30
375723677. Sale of Books	-239.55	-272.61
375723678. Lost Books	-62.62	-114.82
375723679. Fines (Overdues)	-805.23	-1,009.94
375723680. Photocopies	-547.00	-515.80
375723681. Membership Cards	-225.26	-265.70
375723682. Internet	0.00	-5.22
375723683. Magazines	-58.73	-62.21
375723684. Fax	-16.80	-26.00
375723757. Donations	-12.00	-6.00
Other Income	-5,517.69	-5,650.10
Library	-5,517.69	-5,650.10

Sarah Osborne
DISTRICT LIBRARIAN

Item 140 MANAGEMENT ACCOUNTS FOR THE PERIOD ENDING 30 SEPTEMBER 2014

**To: His Worship the Mayor & Councillors
Otorohanga District Council**

From: District Accountant

Date: 18 November 2014

Relevant Community Outcomes

- Ensure services and facilities meet the needs of the Community
 - Promote the local economy and opportunities for sustainable economic development
 - Foster an involved and engaged Community
-

Executive Summary

The Draft Management Accounts for the period ended 30 September 2014 are attached under separate cover.

Staff Recommendation

It is recommended:

That the Draft Management Accounts for the period ended 30 September 2014 be received.

Brendan O'Callaghan
DISTRICT ACCOUNTANT

Item 141 CHIEF EXECUTIVE EMPLOYMENT EXTENSION

**To: His Worship the Mayor and Councillors
 Otorohanga District Council**

From: Mayor

Date: 18 November 2014

Relevant Community Outcomes

- The Otorohanga District is a safe place to live
 - Ensure services and facilities meet the needs of the Community
 - Provide for the unique history and culture of the District
 - Promote the local economy and opportunities for sustainable economic development
 - Manage the natural and physical environment in a sustainable manner
 - Foster an involved and engaged Community
 - Protect the special character of our harbours and their catchments
 - Recognise the importance of the Districts rural character
-

Executive Summary

A two year extension of the Chief Executive's employment is proposed.

Recommendation

That Council appoint the incumbent Chief Executive Mr David Clibbery for a second term of 2 years, from the date of expiry of his current contract being 30th June 2015.

Report Discussion

The Chief Executive's Review/Remuneration Committee has completed a review of the Chief Executive's employment under clause 35 of Schedule 7 of the Local Government Act 2002 and in doing so has assessed the matters in clause 35(2).

Based on this review the Committee recommends that the Chief Executive's employment is extended for a period of two years, as permitted by clause 34(4).

Max Baxter
MAYOR

Item 142 ROUTINE ENGINEERING REPORT

**To: His Worship the Mayor and Councillors
 Otorohanga District Council**

From: Engineering Manager

Date: 18 November 2014

Relevant Community Outcomes

- The Otorohanga District is a safe place to live
 - Ensure services and facilities meet the needs of the Community
-

Executive Summary

This is a routine report on engineering matters for the period August to October 2014.

Staff Recommendation

It is recommended that:

The report be received.

Report Discussion

Section 1: Road Maintenance

Contract 963 Road Maintenance 2012 – 2014

Following storm events in the coastal area during the early winter, slip removal, minor slump repairs and two larger slumps which reduced roads to single lane have been a priority. In some areas the drainage works and culvert clearing has had to be reworked due to the storms and water damage.

Maintenance grading has also been ongoing with all roads having had a grader over them at least once through the winter.

The KOBMM (furnace slag) treatment on Okupata Road reported as having been undertaken in August is performing as expected, with no corrugations obvious.

Culvert replacements and digouts to improve shape and drainage have been undertaken on Turitea Road in September, prior to the area wide pavement treatment at that site.

A heavy maintenance project has been completed on Tolley Road, easing and reshaping nine corners over the length of the road, with two culverts being realigned and a new culvert installed. This project was undertaken to improve vision and safety on the road.

Low shoulder works were completed over the full length of Waipapa road, with shoulders recut with a grader and built up with metal to better align transition between seal edge and shoulder levels.

Sealed road stabilising and crack sealing works began in October with this work ongoing through the summer.

A programme of sign replacement and upgrading has been undertaken to improve safety throughout the district. These include safe speed advice signage on corners and extra chevron boards at some intersections and curves.

Roadside mowing for this season started in mid October, with 40% of the district completed to date

Contract 981 Pavement Marking

Very little marking has been completed during the last three months due to weather, the annual remarking programme is due to be undertaken prior to the end of year break.

Contract 982 Street Lighting

This contract has generally been running smoothly, but with one fault occurring in early November that caused a complete failure of the street lights in Kawhia.

Contract 994 2nd Coat Sealing & Reseals

All sealing work for the 2013/14 season was completed in May. All sites have been inspected and are currently under a twelve month maintenance period.

Stabilising repairs and digouts for the 2014/15 season started in mid October, and are currently 40% complete.

Contract 980 Bulk Metalling (2012 – 2015)

All but six roads in the 2014/15 schedule for this contract have been completed, with the remaining roads to be finished early in the new year.

Contract 973 Area Wide Pavement Treatment

All physical works in this contract have been completed with good results, all sites are now under a three month maintenance period. Following recent joint inspection some defects repairs are being undertaken prior to completion.

Contract 1007 Area Wide Pavement Treatment (2014 – 2016)

This contract is for pavement reconstruction at a number of sites in 2014/15 & 2015/16.

This contract was tendered through October and closed on 5th November. Four tenders were received as follows.

Inframax Construction	\$1,469,921
Strada Corporation	\$1,613,482
Schick Construction & Cartage	\$1,552,836
Higgins Construction	\$1,659,555

The engineers cost estimate was \$1,581,189

The contract was awarded to the tender of Inframax Construction.

The sites to be worked in 2014/15 are on Turitea, Harbour, Otewa and Lurman Roads. Work on the first of these sites (Turitea) will commence shortly.

Works scheduled for completion in 2015/16 are three sites on Te Kawa Road, and one on Waipapa Road.

Contract 1000 Footpath Construction & Maintenance

A new contract has been written, and is due to go to tender in early November.

Mangawhio Bridge Cleaning and Painting

This Contract has been retendered, with the tender closing at the end of November. New consents for the works has been issued by WRC and DoC.

Section 2: Other Roothing Activities

Contract 995 Wharephunga Road Sealed Smoothing

This contract is for rehabilitation and smoothing of a section of Wharepuhunga Road near to its intersection with SH3. Tenders closed in October, with five complying tenders being received as follows:

Inframax Construction	\$575,693
Downer	\$623,994
Strada Corporation	\$639,554
Schick Construction and Cartage	\$606,685
Transfield Services	\$648,328

The engineer's estimate was \$587,868.

The contract was awarded to the tender of Inframax Construction, and works commenced on 10 November.

Section 3: Water Services

Kawhia Water Supply

The older timber reservoir was leaking and was drained in order to patch the liner, unfortunately it was found that the liner had deteriorated so badly that it needed to be replaced. This work was done under urgency and has been successfully completed.

Routine pre-Christmas maintenance work has been completed including the rodding and weed spraying of the springs. The production of the springs is being closely monitored. Production from both springs is marginally up on previous years and is currently typical of the daily water usage during the peak holiday season. It is hoped that the status quo with production and consumption can be maintained over December and January this year.

The water plant incorporating the upgrade work has continued to run consistently over the last three months with no supply issues. Telemetry / PLC programming still continues to be a challenge and the completion certificate has not yet been issued as a result of this. Andrew Pellew has attended a week long training course at Abbey Systems and is using this new knowledge to good effect, some of the issues have been resolved with his input. Other issues require more knowledge / skills.

After some lengthy discussions with the Waikato District Health Board (WDHB) we have come to the understanding that Council can operate the plant and achieve the desired 4 log credits by combining the clarifier, sand filter and ultra-violet units – provided criteria for turbidity, UVT intensity and disinfection are met. Currently these criteria are being met and monitoring is in place to ensure ongoing compliance.

There is a possibility that a reduction to a 3 log credit requirement is possible if there are no cryptosporidium and giardia present in the raw (untreated) water. This testing is expensive, however, agreement has been reached with WDHB that one test from the spring tank is acceptable rather than having to test each of the three springs individually. Initially a single test will be taken to ascertain if there is value in completing the whole annual testing programme which would cost in the region of \$24 000.

There have been some minor leaks in the reticulation which were dealt with quickly and efficiently by the water services team. No major leaks occurred.

Arohena Water Supply

There have been no significant issues with any of the Arohena scheme plants with continuity of supply and water quality acceptable during this period.

The replacement of the Huirimu dugout cover is underway and should also be completed by 14 November. The reservoir liner was cleaned and inspected and does not need to be replaced.

Tihiroa Water Supply

The blocked filter nozzles have been cleaned out and the sand filter is now operating quite effectively, i.e. is able to filter close to the 1500m³ per day max allowable water take if required. It is likely that this capacity will slowly diminish over the next six months which could limit production during the peak usage likely in March next year. This will be closely monitored.

The Rural Water Scheme Committee has still not indicated a preference in terms of refurbishment / replacement of the sand filter. It is the opinion of Council staff that it is best to leave this decision with the Committee rather than make a firm recommendation.

The final quote from RT Electrical to replace the switchboard came in at \$44 850, right on budget; this work has been awarded to them and is programmed for completion before Christmas.

Ranginui Water Supply

No significant issues have been encountered with the Ranginui scheme plant with continuity of supply and water quality acceptable during this period.

Work will be required on the concrete inlet structure which shows some cracks. It is hoped that this can be budgeted for in the next financial year and the structure will continue to function until then.

Otorohanga and Waipa Water Supplies

The Otorohanga water treatment plant continues to run well. All pumps are performing as required and there are no known significant issues with any of the reticulation pipework.

There have been a number of minor leaks in the pipework fittings due to age on both the Otorohanga and Waipa reticulation lines which have been repaired and this trend continues.

Replacement of the low lift pumps is being undertaken by Spartan Construction Limited. The pumps have been ordered direct by Council and are due to arrive in New Zealand during the last week in November; installation is scheduled for completion before Christmas.

Storm Water and Sewer Pump Stations

No issues have arisen with the pump stations during this period. They were inspected during the valuation exercise and were functioning as required.

Waste Water Treatment

The waste water treatment plant is functioning well; the additional bottom fed aeration system has continued to operate without problems. There are no odour or visual problems with the plant.

Discharge effluent quality levels results have improved significantly, leading on from good July results which were much improved, August, September and October continued the trend.

There were no significant issues with the sewer reticulation.

Parks and Facilities

Otorohanga

The parks and reserves throughout the District are being well maintained and the grass is certainly growing well. There were no significant issues however concerns were raised by the public about the large branches falling from the two redwoods in Memorial Park during high winds. These branches would cause serious injury were they to hit anyone. Prices are being obtained to remove the trees. A report will be presented to the Community Board prior to any decisions being made.

The McKenzie reserve garden has been replanted and mulched and is looking much better, presenting a nice aspect for the First World War memorial services.

Work on reclaiming the old river bed adjacent to Lake Huiputea has progressed well with just final levels, berm construction, the majority of the planting and final grass seeding remaining. (Some flaxes donated through the Taare Waanga Marae have been planted.) The final shaping and berm will be completed during November and it was recommended by Rosemary Davison to wait until autumn to complete the planting.

Four new picnic tables have been installed, two in Bob Horsfall and two in Rotary Park.

All lighting in the reserves has now been incorporated into the street light contract which will simplify maintenance and improve service and reliability. Sufficient lighting in the Village Green has also been ensured with the replacement of the last of the three faulty cables to the lights.

The cemetery has been well maintained and a new concrete beam completed which will form the spine of the next berm.

The Otorohanga Community Board is funding some work to refine and complete the new mountain bike track in the Bob Horsfall reserve.

Memorial Swimming Pool and Gym

The operations of the pool and gym have run smoothly, gym membership and usage continues to grow. There has been maintenance work done replacing the shower cubicles in the men's changing rooms and a small stretching room has been created both of which have improved public perception.

Kawhia

All the Kawhia parks and facilities are being maintained to a good standard, as is the cemetery where a new beam has also been completed. The design of the extension of the cemetery is now finalised and the work has been put out for quotes.

There have again been instances of horses damaging the Kaora Track and "horse proof" pedestrian entrance structures have been completed. Volunteers led by Virginia Shaw have been very active over the last few months and have completed planting over a portion of the lower bank of the track at no cost to Council.

A new retaining wall and some associated levelling and planting behind the Kawhia Library has been completed. This work was necessitated by the continued collapse of the bank which had become a health and safety risk and the need to keep the outside wall of the library building free from soil and hence damp.

Section 5: Refuse and Recycling

Refuse and recycling services are generally running well, with the second specialist collection truck now back in service.

New refuse bins have been installed at the library, the Bob Horsfall reserve entrance, and outside the new dairy on Turongo Street.

Section 6: Other Matters

NZTA Funding Assistance Rate ('FAR') Review

Following the completion of a review, the NZTA has recently advised Councils of the FARs that will be applicable to local authorities from 2015/16 onwards. In some case these rates will progressively change over a number of years until target levels are reached.

The normal FAR rates indicated to be applicable to ODC are as follows.

2015/16 – 55%

2016/17 – 56%

2017/18 – 57%

Target level (presumably for 2018/19 onwards) - 58%

These compare with the current normal FAR for the Otorohanga District of 52%.

The proposed higher rates were not expected, as previous consultation conducted by the NZTA had focussed on a set of options that were quite different to what has ultimately been delivered.

Whilst the value of the consultation process therefore seems questionable, these revised FAR levels would appear to offer significant benefit for the District, with the initial change to 55% alone representing an apparent immediate cost saving in the order of \$180,000 per annum, and more in future years.

A question that has already been raised is whether these savings might usefully enable increased levels of service. My view is that this is probably not appropriate, given that the responses to the recently conducted 'Standards of Service' survey indicated very high levels of satisfaction with existing service standards. The alternative option of applying these savings to constrain rates and/or debt appears prudent, as there are some potential pressures on expenditure in other areas.

Dave Clibbery
ENGINEERING MANAGER

Item 143 COUNCIL DIRECTIVE STATEMENTS

**To: His Worship the Mayor and Councillors
 Otorohanga District Council**

From: Chief Executive

Date: 18 November 2014

Relevant Community Outcomes

- The Otorohanga District is a safe place to live
 - Ensure services and facilities meet the needs of the Community
 - Provide for the unique history and culture of the District
 - Promote the local economy and opportunities for sustainable economic development
 - Manage the natural and physical environment in a sustainable manner
 - Foster an involved and engaged Community
 - Protect the special character of our harbours and their catchments
 - Recognise the importance of the Districts rural character
-

Executive Summary

Proposed new directive statements for Council are presented.

Staff Recommendation

That Council formally approves the adoption of the new Council Vision Statement '*Otorohanga – where Kiwis can fly*' and that this statement replaces the words '*make the Kiwi connection*' in any new reflection of the Council or District identity.

Report Discussion

During recent Council workshops in preparation for the review of Council's Long Term Plan there has been discussion of the strategic direction of Council, and associated 'directive statements' for the organisation.

It was agreed that because of revisions to the Local Government Act that more clearly define the purpose of Local Government, which is applicable to all Councils, it is no longer appropriate or necessary for ODC to have its own particular 'Mission Statement', and that Council's Mission is given by Section 10 of the Local Government Act, which reduces to the following.

- *To enable democratic local decision-making and action by, and on behalf of, communities; and*
- *To meet the current and future needs of communities for appropriate, efficient and effective local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses.*

Because this mission is applicable to all Councils it is believed that it does not need to be explicitly expressed in Council documents.

It was also agreed that Council's primary vision is to help create a District in which people have the opportunity to succeed, and as such an appropriate short punchy headline 'Vision Statement' is:

'Otorohanga – where Kiwis can fly'

Whilst the statement is primarily intended to reflect the aspiration of Council to help create a district within which there are opportunities for people (taking 'Kiwis' as the colloquial term for New Zealanders), it also retains a reference to the national bird, which also has had a significant role in the identity of the District.

Five brief statements to support and give direction to this overall vision were also proposed, as follows:

- **Support Young and Old:** Both young and older people will be increasingly important in the future of the District, and initiatives that benefit these groups should be encouraged and where appropriate supported.
- **Use Resources Efficiently:** Council and the District must ensure that it makes the best possible use of the physical, social, economic and cultural resources available to it.
- **Plan for the Future:** Progress is inexorable, and to not move forwards is in effect to go backwards. Council must plan to 'future proof' the District, acting boldly where necessary.
- **Enable Economic Growth:** Adopt a 'business friendly' approach that supports existing enterprises and makes the district an attractive location for new business development.
- **Retain the District's Identity:** Recognise the importance of local rural identity and self-determination.

These statements, and the Vision Statement, will feature in Council's forthcoming new Long Term Plan, which will be consulted on with the community.

Associated Actions

It is considered appropriate that the proposed Vision Statement replaces the words '*Make the Kiwi Connection*' that sometimes accompany the Council logo, which is itself a stylised representation of a Kiwi.

Councillors have expressed views that the '*Make the Kiwi Connection*' slogan is not a good one, as it does not have a clear meaning, in particular what form of 'connection' is being made ?

Applying the new vision statement to the Council logo would be a small revision, changing the current logo below, to that following.



Such a change of logo would not be expected to have any significant cost, as there is no intention to replace existing items that bear the current logo, with the new logo only being applied when existing items reach the end of their life and have to be replaced.

One aspect where such a change would however be quickly apparent is in respect of stationary, and Council is currently due to replenish its stocks of letter headed paper, and it would be appropriate for any new printing to be undertaken with the revised words.

Dave Clibbery
CHIEF EXECUTIVE

**Item 144 REVIEW OF THE KEEPING OF STOCK POULTRY AND BEES
BYLAW 2009**

**To: His Worship the Mayor and Councillors
 Otorohanga District Council**

From: Environmental Services Manager

Date: 18 November 2014

Executive Summary

The Local Government Act 2004 (the Act) requires Council to conduct a five yearly review of the Keeping of Stock Poultry and Bees Bylaw. This report contains an overview of those legislative requirements and the effectiveness of the current bylaw. The Bylaw is attached, under separate cover to the Agenda.

Staff Recommendation

It is recommended that:

1. The report by the Environmental Services Manager be received, and
2. The Otorohanga District Council Keeping of Stock Poultry and Bees Bylaw be notified for public consultation in accordance with the provisions of the special consultative process of the Local Government Act 2002

Report Discussion

The Otorohanga District Council Keeping of Stock Poultry and Bees Bylaw 2009 was adopted by Council on 31 March 2009. Council is now required to review the Bylaw to consider if it is meeting the needs of the community in accordance with those matters outlined in Section 155 of the Act.

S155 *Determination whether bylaw is appropriate*

- (1) *A local authority must, before commencing the process for making a bylaw, determine whether a bylaw is the most appropriate way of addressing the perceived problem.*
- (2) *If a local authority has determined that a bylaw is the most appropriate way of addressing the perceived problem, it must before making the bylaw, determine whether the proposed bylaw -*
 - (a) *is the most appropriate form of bylaw; and*
 - (b) *gives rise to any implications under the New Zealand Bill of Rights Act 1990.*
- (3) *No bylaw may be made which is inconsistent with the New Zealand Bill of Rights Act 1990.*

In conducting this review Council must revisit the decision making process that was undertaken before it initially adopted the bylaw.

Matters to be considered include –

Is there still a problem or issue that requires the continuation of this bylaw?

Has the bylaw been effective in managing the problem?

Are there any changes or amendments that will make the bylaw more effective or should the bylaw be revoked?

The bylaw only covers the urban communities of Otorohanga, Kawhia and Aotea. It was introduced in response to a range of animal related nuisance complaints in main resulting from horses roaming in town but also including poultry and wandering goats, pigs and sheep. It is not a particularly restrictive bylaw as the only prohibitions are for stallions and roosters. All other animals are permitted so long as they do not create a nuisance. Any nuisance caused has to be abated to the satisfaction of the Animal Control Officer or the animal/s must be removed.

There has been no feedback or comment from the community that the Bylaw is not delivering the desired outcomes. Neither have any complaints been made that the bylaw has been enforced in an unfair or uneven manner. There have been three occasions when the bylaw powers have been enacted to remove horses from Otorohanga township. The existence of the bylaw and the public knowledge that Council will enforce its provisions when necessary has created a desirable level of compliance in the community.

Accordingly no changes to the existing bylaw are proposed. However it is the purpose of this review process to put this matter before the community in the expectation that feedback will be received on any issues or processes that may warrant improvement.

This report signals the start of a consultative process. The Keeping of Stock Poultry and Bees Bylaw has been operating effectively for the past five years and it is my recommendation that the bylaw be reconfirmed for the statutory period of 10 years following this review.

AR Loe
ENVIRONMENTAL SERVICES MANAGER

Item 145 **REG BRETT RESERVE TOILET**

To: **His Worship the Mayor and Councillors
Otorohanga District Council**

From: **Engineering Manager**

Date: **18 November 2014**

Relevant Community Outcomes

- Ensure services and facilities meet the needs of the Community
-

Executive Summary

Approval is sought for funding of the operation of an additional public toilet in the Reg Brett reserve from 2015/16 onwards.

Staff Recommendation

It is recommended:

That approval is given for additional expenditure of \$20,000 per annum from the Otorohanga Public Conveniences account in the 2015/16 year and thereafter for the operation and maintenance of a public toilet in the Reg Brett Reserve.

Report Discussion

At the Council meeting of 19 August 2014 Council resolved that:

Funding from the Reserves Account for the operation of a public toilet at the Reg Brett Reserve from the 2015/16 year onward is included in the budget estimates for Council's forthcoming Long Term Plan.

At the time that the associated costs were not known, and it has taken some time to prepare full estimates of these costs, largely because of difficulties and delays in obtaining prices for the connection of the toilet to the sewer.

An estimate has however now been completed, putting the total cost of purchase and installation at \$51,000. The main components of this are:

- Purchase and transport of toilet block to Otorohanga - \$10,592 (already spent)
- Connection to sewer (requires pipe thrust under SH3) - \$21,500
- Connection to electrical power - \$6,217

The remainder of the cost is for various works and services required to refurbish and install the toilet block.

A quote of \$14,980 per annum has also been obtained from Council's existing Otorohanga public toilet cleaning contractor for the ongoing cleaning and servicing of the new toilet. This is considered to be a very reasonable price.

The Otorohanga Community Board has indicated its intention to fund the purchase and installation of the toilet from its Special Reserve Fund, and also to fund any operational costs for the 2014/15 year (which were not budgeted for) by the same means.

Before work commences to install the toilet approval is however sought from Council that ongoing operating and maintenance costs of this new toilet from 2015/16 onwards will be met out of the Otorohanga Public Conveniences account, which is largely district funded. The Council resolution of 19 August, whilst based on a discussion that was supportive of this additional toilet,

did not go as far as giving approval for this expenditure, and it would clearly not be appropriate to proceed with the commissioning of the toilet (as the Community Board desires) without a firmer commitment of Council to long-term funding.

The likely level of funding required is expected to be approximately \$20,000 per annum, to include both routine cleaning and servicing and also potential irregular maintenance requirements.

It is appreciated that the formal approval of such matters is usually through the budget estimates and long term plan process, but in this case a somewhat earlier commitment is sought to enable the early commissioning of the facility.

Dave Clibbery
ENGINEERING MANAGER

Item 146 ROAD LEGALISATION PART HONIKIWI ROAD SO 58862

**To: His Worship the Mayor and Councillors
Otorohanga District Council**

From: Engineering Manager

Date: 18 November 2014

Relevant Community Outcomes

- Manage the natural and physical environment in a sustainable manner
-

Executive Summary

Council has documents requiring consent to legalising part of Honikiwi Road, from RP 1.3km for approximately 300 metres in the vicinity of the first concrete bridge on Honikiwi Road (McKinnon Bridge). The road in this location was realigned in the 1950s. A legal survey SO 58862 was produced in 1992 and some of the legal actions were completed at that time. These legal actions are to “tidy up” road boundaries to three properties impacted by SO 58862.

The property owners involved are:

- DM & AI Miller (one title)
- AR McLauchlan (two titles)
- R & R Pro Scan Limited (one title)

The consents relate to land to be acquired for road and road to be stopped and vested in adjoining properties.

Staff Recommendation

It is recommended that:

1. The Otorohanga District Council hereby consents to the Minister of Land Information declaring:
 - a. Pursuant to Sec 114 of the Public Works Act 1981 the land described in the **First Schedule** below being declared road and vested in the Otorohanga District Council.
 - b. Pursuant to Sec 116 and 117 of the Public Works Act 1981 the land described in the **Second Schedule** below being stopped and vested in the adjoining properties by way of amalgamation with the titles listed and being subject to existing mortgages recorded on the titles.

South Auckland Land District – Otorohanga District

First Schedule - Land to be Declared Road			
<i>Area</i>	<i>Description</i>	<i>Title</i>	<i>Owners</i>
117m ²	Section J SO 58862	CFR SA24A/573	AR McLauchlan
815m ²	Section N SO 58862	CFR SA43C/439	AR McLauchlan
721m ²	Section M SO 58862	CFR SA39A/414	R & R Pro Scan

Second Schedule – Road to be Stopped and Vested by Amalgamation in Adjoining Properties			
402m ²	Section F SO 58862	CFR SA43C/440	DM & AI Miller
659m ²	Section G SO 58862	CFR SA24A/573	AR McLauchlan
967m ²	Section L SO 58862	CFR SA43C/439	AR McLauchlan
680m ²	Section O SO 58862	CFR SA39A/414	R & R Pro Scan

2. The Mayor and Chief Executive of Otorohanga District Council be authorised to sign and seal any documentation necessary to legalise plan SO 58862.

Report Discussion

These legal actions are to “tidy up” and complete the actions in regards the three properties impacted by the Plan SO 58862. There have been no physical changes to the position of Honikiwi Road in this location since the changes in the 1950s.

Consultations have been undertaken with the current owners whose properties are impacted. Letters of agreements have been reached with all parties and the details are as follows:

DM & AI Miller (Property Title SA43C/440)

There is no land to be acquired from this property only a small area of stopped road (402m²) to be transferred to the property. In 1984 the Council agreed to transfer this land to the then owner Mr BM Shaw.

The small area of stopped road is used as part of the physical access track and can only be transferred to the property. The agreement is that the land be transferred at no cost for the land and that Council meet the cost of the transfer.

Mr AR McLauchlan (Property Titles SA24A/573 and SA43C/439)

There are two portions of land to be acquired for road, one from each title with a total land take of 992m². There are two portions of road to be stopped and transferred to the titles with a total land vesting of 1626m². This gives a legal area gain of 634m².

The agreement is that the value of the land to be acquired for road is considered to be equal to the land to be transferred to the owner and that no monetary payment is required from either party. Council will meet the legal fees of changing the legal road boundaries.

R & R Pro Scan Ltd (Property Title SA39A/414)

The new owners of this property are the directors of R & R Pro Scan and are Russell Murphy and Raewyn Cunliffe of Happy Valley Road.

There is one area of land to be acquired for road having an area of 721m² from the property title. There is one area of road to be stopped and transferred having an area of 680m². This gives a net area loss to the property of 41m².

The agreement is that the value of the land to be acquired for road is considered to be equal to the land to be transferred to the owner and that no monetary payment is required from either party. Council will meet the legal fees of changing the legal road boundaries.

The mature pine trees that are on part of the land to be acquired for road will remain in the ownership of R & R Pro Scan. The new owners have indicated an intention to harvest the trees in the near future dependent on the log price.

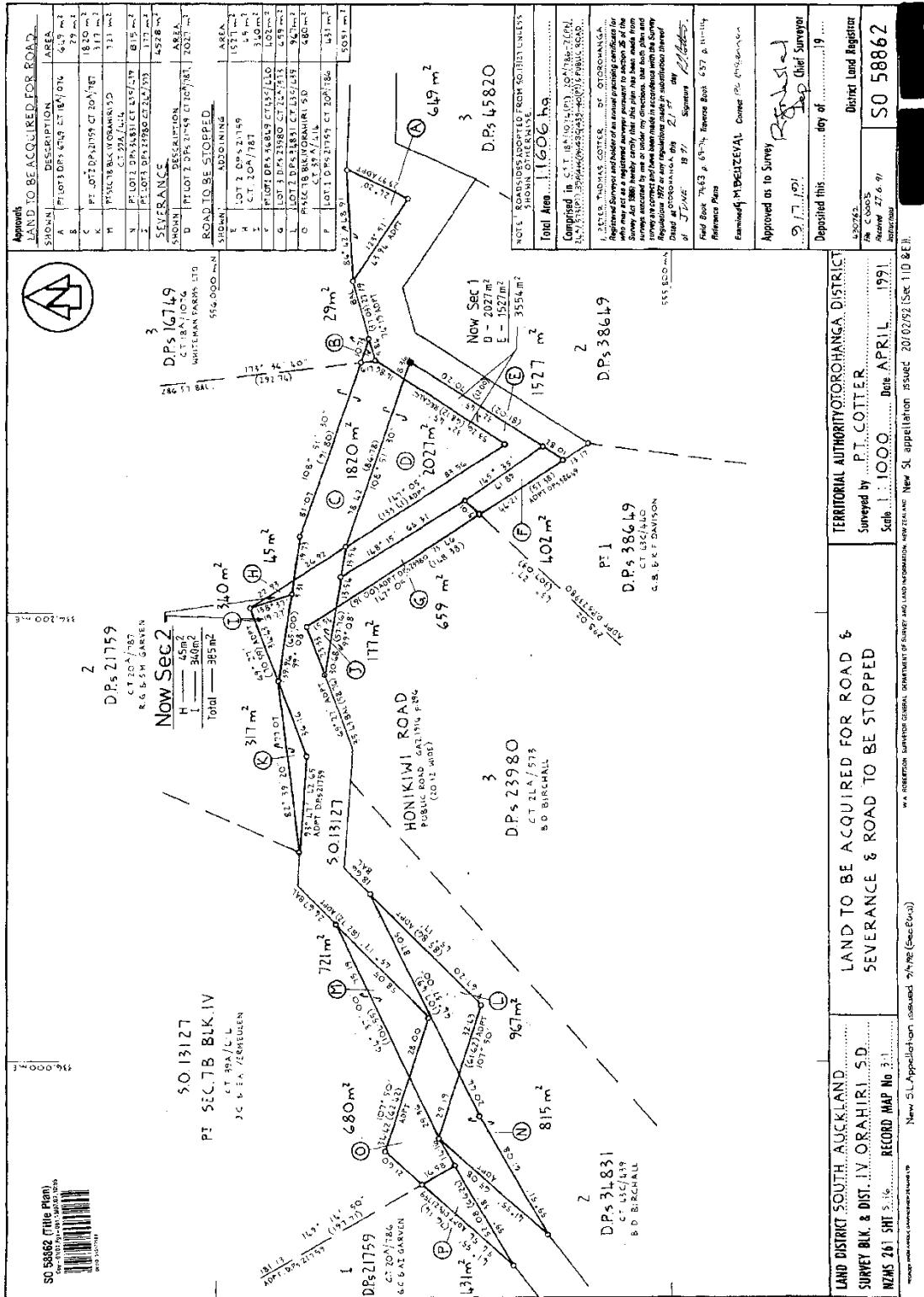
General

As is standard practice, Council is meeting all survey and legal costs associated with the road legalisation along this section of Honikiwi Road.

Dave Clibbery
ENGINEERING MANAGER

Attachments

- a. SO 58862



Item 147 APPLICATION FOR TEMPORARY ROAD CLOSURE – KING OF THE HILL

**To: His Worship the Mayor & Councillors
 Otorohanga District Council**

From: Engineer Support Officer

Date: 18 November 2014

Relevant Community Outcomes

- Provide for the unique history and culture of the District
 - Promote the local economy and opportunities for sustainable economic development
 - Foster an involved and engaged Community
 - Recognise the importance of the Districts rural character
-

Executive Summary

An application has been received from McIndoe Group Ltd for the following road closure within the Otorohanga district, to enable the group to hold a King of the Hill gravel sprint event.

Staff Recommendation

It is recommended that approval be granted for the following road closure:

Purpose: King of the Hill Gravel Sprint

Dates: Saturday, 14 and Sunday, 15 February 2015

Details of Closure: **TOLLEY ROAD, NGAROMA** (No exit) – entire length

Period of Closure: 7.30am to 5.00pm, Saturday
8am to 4.30pm, Sunday

With the following conditions imposed:

1. Persons will be allowed through in the event of an emergency.
2. McIndoe Group Ltd is to pay an application fee of \$400.00 towards administration of the road closure to Otorohanga District Council, payable no later than ten working days prior to the road closure.
3. Public notice advertisements are to be published in the Waitomo News. McIndoe Group Ltd is to pay for all advertising costs in appropriate newspapers.
4. McIndoe Group Ltd is responsible for obtaining public liability insurance (and paying the cost thereof) to a minimum value of \$2,000,000. This is required to indemnify Council against any damage to property or persons as a result of rally activities during the road closure period. Council requires that it is held covered under the terms of such policy and accordingly the policy is required to be in both parties' names on the form prescribed by Council.
5. A bond of \$4,000 is required no later than ten working days prior to the event. The bond is based on \$2,000 per road per day and is applicable to unsealed roads only.
6. McIndoe Group Ltd is to consult with all residents of all properties on the road intended to be closed. Mail drops to residents are also to be carried out no later than ten full days before the proposed closure, and to be approved by Council staff prior to distribution.

7. McIndoe Group Ltd is solely responsible for signposting and policing of the roads to be closed, to ensure that only vehicles connected with the event have access to the road closure areas. This includes arranging the delivery, erection and staffing of all road closure barriers and the removal thereof after closures. All gates and entranceways are to be taped and tape is to be removed thereafter.
8. Signs advising of the road closures are to be erected at the start and end of the closed portions of roads and on each intersecting road two weeks prior to the road closure. All signs are to be removed immediately after the closure. A McIndoe Group Ltd representative is to meet with Council Engineering staff regarding the required signs format, size, location and quantity of signs for approval before they are manufactured and erected.

Report Discussion

McIndoe Group Ltd has applied for these road closures pursuant to the Tenth Schedule of the Local Government Act 1974. They have provided evidence of consultation with affected residents and therefore wish to apply under the Tenth Schedule of the Local Government Act 1974. They are prepared to let traffic through in between events, should the need arise.

The Group is raising money for a member of the Te Kuiti Motorcycle Club who has suffered an injury due to a motorcycle accident in 2008 and is now wheelchair bound. They are aiming to purchase an outside skeleton to enable her to become mobile again.

They have requested that Council waive the \$2,000 fee for unsealed roads, but are prepared to pay the \$400 fee, which is adequate to cover road inspections.

Robyn Hodges
ENGINEERING SUPPORT OFFICER

Item 148 HAMILTON & WAIKATO TOURISM END OF YEAR REPORT TO COUNCIL

**To: His Worship the Mayor & Councillors
 Otorohanga District Council**

From: Chief Executive

Date: 18 November 2014

Relevant Community Outcomes

- Ensure services and facilities meet the needs of the Community
 - Promote the local economy and opportunities for sustainable economic development
 - Foster an involved and engaged Community
 - Recognise the importance of the Districts rural character
-

Executive Summary

Ms Kiri Goulter, Graeme Osborne & Shane Vuletich Hamilton & Waikato Tourism CEO, Chairman and Consultant respectfully, will attend the meeting at 12.15pm and present the end of year report, which is attached to the Agenda under separate cover.

Staff Recommendation

It is recommended:

That the Hamilton & Waikato Tourism end of year report be received.

Report Discussion

Hamilton & Waikato Tourism has successfully completed its third year of operation working closely with the regions seven local authorities and the tourism industry. This regional partnership has benefited from a combined investment of \$1.28m, which has enabled a collaborative approach to promoting the Hamilton & Waikato region to domestic, international and business event visitors.

DC Clibbery
CHIEF EXECUTIVE

Item 149 ODC MATTERS REFERRED FROM 28 OCTOBER 2014

**To: His Worship the Mayor & Councillors
Otorohanga District Council**

From: Governance Supervisor

Date: 18 November 2014

Executive Summary

1. COUNCIL

15 July 2014

- i. To give consideration in a workshop to establishing an Iwi Liaison Group. Information is to be obtained from other Councils on this matter.

28 October 2014

- ii. To hold a workshop meeting with representatives of both the Otorohanga and Kawhia Community Boards to give consideration to preparing a draft Bylaw covering the construction, inspection and maintenance of shop fronts and verandahs over public footpaths in the Otorohanga District.
- iii. To review Elected Members Code of Conduct in particular to members speaking in public media on Council matters.
- iv. To hold a workshop meeting to promote Otorohanga as an ideal rural town for the elderly to live and to encourage businesses into town to cater for them.

2. MAYOR

28 October 2014

- i. With regard to establishing an Iwi Liaison Group to follow up on this proposal with groups involved in.

3. CR PHILLIPS

28 October 2014

- i. To approach the manager of RD1 expressing Council's concern at the practice of trucks unloading goods from the middle of Turongo Street for report back to Council.

4. CHIEF EXECUTIVE

16 September 2014

- i. Waikato Water Take Application – to investigate whether or not Auckland City Council has lodged an application with the Waikato Regional Council to take water from the Waikato River.

5. ENGINEERING MANAGER

28 October 2014

- i. To arrange for staff to check why this Council has no representation on a State Highway 3 Committee.
-

6. FINANCE & ADMINISTRATION MANAGER

28 October 2014

- i. To coordinate training for Councillors in the use of the new iPads.

CA Tutty
GOVERNANCE SUPERVISOR

GENERAL