



Otorohanga District Council

AGENDA

20 January 2015

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

20 January 2015

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 20 January 2015 commencing at 10.00am.

12 January 2015

DC Clibbery
CHIEF EXECUTIVE

AGENDA

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PRESENT

IN ATTENDANCE

APOLOGIES

OPENING PRAYER

ITEMS TO BE CONSIDERED IN GENERAL BUSINESS

CONFIRMATION OF MINUTES – 16 DECEMBER 2014

REPORTS

Item 158 OTOROHANGA COMMUNITY BOARD MINUTES 4 DECEMBER 2014

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

From: Governance Supervisor

Date: 20 January 2015

Executive Summary

Minutes of the meeting of the Otorohanga Community Board held on 4 December 2014 as circulated.

Staff Recommendation

It is recommended that:

The minutes of the meeting of the Otorohanga Community Board held on 4 December 2014 be received.

CA Tutty
GOVERNANCE SUPERVISOR

Item 159 KAWHIA COMMUNITY BOARD MINUTES 12 DECEMBER 2014

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

From: Governance Supervisor

Date: 20 January 2015

Executive Summary

Minutes of the meeting of the Kawhia Community Board held on 12 December 2014 as circulated.

Staff Recommendation

It is recommended that:

The minutes of the meeting of the Kawhia Community Board held on 12 December 2014 be received.

CA Tutty
GOVERNANCE SUPERVISOR

Item 160 PLANNING REPORT FOR OCTOBER TO DECEMBER 2014

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

From: Environmental Services Manager

Date: 20 January 2015

Relevant Community Outcomes

- Manage the natural and physical environment in a sustainable manner
 - Protect the special character of our harbours and their catchments
 - Recognise the importance of the Districts rural character
-

Executive Summary

Reporting on Resource Consents granted under Delegated Authority for the period 1 October to 31 December 2014.

Staff Recommendation

It is recommended that:

The Planning Report for October to December 2014 be received.

Report Discussion

During this quarter 19 consents (14 Land Use and 5 Subdivision) were granted under Delegated Authority as set out in the table below. In January 2014 the planning report advised that 13 consents (12 Land Use and 1 Subdivision) were granted in the last quarter of 2013. In the calendar year of 2014 a total of 65 consents (45 Land Use, 20 Subdivision) were granted. By way of comparison there were 54 consents (39 Land Use, 15 Subdivision) granted in 2013.

Decisions by Ward

	Land Use	Subdivision
Wharepunga	2	1
Kio Kio	2	0
Waipa	2	2
Otorohanga	3	2
Kawhia/Tihiroa	5	0
Total	14	5

AR Loe
ENVIRONMENTAL SERVICES MANAGER

Attachments

- a. Resource Consent Decisions made under Delegated Authority October to December 2014

Resource Consent Decisions - 1 October 2014 to 31 December 2014

No	Applicant/Location/Proposal	O/S	Decision
LAND USE			
140047	CC & MJ Buchanan 70 Okapu Place Dwelling with daylighting, yards and site coverage encroachments sited within 100 metres of archaeological	LU	GDA 1/10/14
140048	KD Delaney 96 Sircombe Road Dwelling sited within the 15 metre wide Other Yard	LU PRS	GDA 1/10/14
140049	H Lunjevich 136B Te Kawa Road Dwelling and Garage sited within the 15 metre wide Other Yard	LU PRS	GDA 7/10/14
140052	PJ Cross 220 Te Kawa Road Build an Implement Shed within the 15 metre wide Other Yard.	LU PRS	GDA 21/10/14
140055	Transpower NZ Ltd 711 Barber Road Transmission Line Pole Replacement Works	LU PRS	GDA 24/10/14
140050	The Old Hall Limited 1100 State Highway 31 Kawhia Road Establishment and Operation of a Cafe	LU PRS	GDA 27/10/14
140053	Livingstone Building Ltd 8 Wahanui Crescent To Undertake Additions to an Existing Commercial Building	LU ARL	GDA 27/10/14
140054	W Rottier & S Tuck 169 Mangati Road Relocated Dwelling sited within the 15m wide Other Yard.	LU PRS	GDA 29/10/14
140061	Bayly Farm Trust 70 Mangati Road Build a Farm Shed in Landscape Policy Area	LU PRS	GDA 18/11/14
140059	RA Burgess 39 Hanning Road Relocate existing Garage and extend Dwelling within 15 metre wide Other Yard	LU PRS	G 5/12/14
140063	D & C Christian 5 Waipa Esplanade Build Dwelling in Urban Services Effects Area	LU PRS	GDA 5/12/14
140058	Pengxin NZ Farm Group Ltd 2157 State Highway 30 Barryville Construct a Seventh Dwelling on Title	LU	GDA 10/12/14
140062	Waikato Regional Council 1836 Wharepungu Road Rock Extraction & Erosion Control Work in Mangatutu Stream	LU PRS	GDA 10/12/14

140064 M Robinson LU ARL GDA 15/12/14
 40 Otewa Road
 Construct two attached Dwellings in the Urban Services
 Effects Area

Total for LAND USE ---- 14

SUBDIVISION

 140051 M Robinson SB PRS GDA 20/10/14
 42 Otewa Road
 Boundary Relocation and Cancellation of Easement

130055 N A Deal SB PRS GDA 12/11/14
 49 Lurman Road
 Subdivision around existing house.

140046 D Gibson & A Swanson SB PRS GDA 13/11/14
 5 Ormsby Crescent
 Create One Additional Lot

140057 Riddings Farm Limited SB GDA 20/11/14
 183 Lethbridge Road
 Create One Additional Lot

140056 G & R Udy Family Trust SB GDA 24/12/14
 689 761 Otewa Road
 Create one Additional Lot and Boundary Relocation

Total for SUBDIVISION ---- 5

Grand Total ---- 19

Item 161 SAFETY, SECURITY AND ACCESS SYSTEMS

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

From: Chief Executive

Date: 20 January 2015

Relevant Community Outcomes

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

Executive Summary

Unbudgeted expenditure on electronic systems to track and monitor Council's motor vehicles and to control and monitor access to the Council building is proposed..

Staff Recommendation

That Council approves the immediate installation and operation of vehicle tracking and monitoring devices, and an electronic swipe card access system for access to the Council building, as described in this report.

Report Discussion

In preparation for the forthcoming budget estimates and Long Term Plan processes investigation has been conducted into two possible new applications of modern technology, these being:

- a.. Operation of a GPS based vehicle tracking and performance monitoring system for all council vehicles; and
- b. A swipe-card based system controlling and monitoring access to the Council office building.

Both of these types of technology are widely applied, and it is perhaps reflective of this Council's relatively small scale and conservative nature that such systems are not already in place.

Vehicle Tracking and Monitoring

GPS based tracking of motor vehicles is now widely employed, offering a variety of benefits that include:

- Safety – knowledge of the location of vehicle in event of an unobserved accident or other loss of communication with the driver, and ability to monitor vehicle speeds to reduce potential for unsafe or illegal vehicle use.
- Efficiency – the ability to know where service vehicles are at any time gives the supervisor or manager enhanced ability to make efficient allocations of resources to particular activities, and to help monitor any unnecessary delays that may be occurring.
- Vehicle Security – knowing the location of a vehicle at any time reduces the potential for loss through vehicle theft

It has previously been considered that the extent of some of these benefits might be relatively limited in relation to the capital and operating costs of such a system, and a decision was made against participating when the collective procurement of such a system under the Waikato Local Authority Shared Services ('LASS') was first discussed a few years ago.

Such services can still be obtained through a supplier with a Waikato LASS agreement, and a quotation for the provision of vehicle monitoring has been obtained through this channel.

This quoted price is however significantly higher than another price that has been obtained through another regional LASS. This lower price, based on the installation of such systems in all council vehicles, is a one-off installation fee of approximately \$1,500, plus monthly operating fees of \$560 per month over a 36 month contract period. It is believed that the operation of such a system is easily justifiable at this lower level of cost (\$6,720 per year).

It is also noted that it would be desirable to implement the system immediately, and that this appears affordable within existing budgets given that the recent reductions in the price of fuel appears likely to result in the fuel costs for the current year being around \$10,000 less than was budgeted for.

Whilst it is recognised that it is generally not the policy of Council to 'spend the savings' it is believed that in this case an exception might be justified.

'Swipe Card' Building Access system

All access to the Council building is currently via conventionally locked exterior doors, with a common key. This key pattern has been unchanged for many years, and during that period some keys have gone missing. As such it is possible that unauthorised people may have keys to the building, and building security cannot therefore be assured.

Whilst there are few readily tradable high value items in the building that would make strong targets for theft, there is confidential information and the potential for vandalism that makes it important that the building remains secure.

A possible simple approach to this would be to re-key the locks and issue new keys to all staff, but a more complete solution would be to adopt the type of electronic computer-linked access control that is now found at most councils or other medium or large organisations, which not only controls access, but also keeps a record of such access,

As some members will be aware Council's previous Mayor was a victim of theft and vandalism within the Council office by a person who had permission to access the building, but it took an extended period to identify who that person was, which was not satisfactory.

Having a system that both controls and records access would have provided a likely deterrent and remedy for such an issue.

An electronic swipe card system also has the benefit that if a card is lost, the system can be immediately adjusted to recognise that the lost card is no longer valid, and hence will not provide a means of access for an unauthorised person.

The small scale and layout of the council building does however pose some challenges in respect of providing comprehensive electronic access control to all non-public spaces within it, in the manner that is often found with large organisations.

It is however believed that for most practical purposes the implementation of electronic access control at the rear door alone would largely achieve the desired objectives, provided that other doorways were re-keyed to prevent out of hours access by staff, and that a protocol was established that staff arriving at or leaving from the building did so via the rear door whenever this was practically possible.

An indicative price of \$4,900 Has been obtained for the installation of such a single electronically controlled and monitored access point at the rear entrance.

Whilst it was again the initial intention to budget for the installation of such a system in the next financial year, it does appear that is would be affordable within the existing overall budget for operation of the Council Building in the current year, and it would be desirable to commission such a system as soon as possible.

Dave Clibbery
CHIEF EXECUTIVE

Item 162 ORGANISATIONAL RISK MANAGEMENT

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

From: Chief Executive

Date: 20 January 2015

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

Recognition is given to aspects of risk faced by the Council organisation.

Staff Recommendation

1. That Council receives the Organisational Risk Assessment report dated July 2014
2. That Council resolves not to establish a separate Audit Committee, since it is believed that Council as a whole already fulfils such a role.

Report Discussion

At the Council meeting of 16 December 2014 there was discussion of recent feedback from Council's auditors (Deloitte) in respect of how Council should respond to the continuing messages to local government from the Office of the Auditor General (OAG) that councils should establish Audit Committees as a means of better managing the risks to which they may be exposed.

The OAG's encouragement of such committees is in response to the a few well documented cases of poor decision making by councils that have had severe financial consequences, such as those relating to the Mangawhai wastewater scheme made by Kaipara District Council, and Hamilton City Council's expenditure on the Hamilton V8s.

It is understood that around 70% of councils have now established Audit Committees, but ODC staff have found it difficult to envisage how the establishment of such a committee is likely to benefit this Council, as there is already a very high level of disclosure of organisational information to Councillors.

Discussion with Deloitte has supported the view that there is likely to be little if any value in the creation of another committee, largely comprised of Councillors, when those Councillors are already receiving the type of information that would be provided to an Audit Committee.

Whilst the value of an Audit Committee is doubted, it is however recognised that it is important that Councillors are aware of the risks to which the Council organisation is exposed, and this (and the position of the OAG) has been reflected in the Organisational Risk Assessment report that was presented to Council in a workshop in July 2014.

At the meeting of 16 December it was agreed that the Organisational Risk Assessment report should be formally recognised and that Council's position in respect of the establishment of an Audit Committee should be stated.

Organisational Risk Assessment – Key Risks

The Organisational Risk Assessment report considered a broad range of risks, financial and non-financial, and identified, ranked and suggested management strategies for the 25 risk categories that were considered to be most significant, as shown in the table below.

Risk Category	Parameter Levels – 1 (lowest) to 5				Overall Risk Index (of 10)
	Frequency	Impact	Immediacy	Remedy	
Business Discontinuity	2.5	3.5	5	4.5	7.4
Information Systems Development	5	2.5	3	4	7.4
Staff Performance Management	5	3	4.5	3	7.3
Chief Executive	3.5	3.5	4	3.5	7.1
Infrastructural Decision Making	3	3.5	2.5	4	6.7
Disconnection from the Community	3.5	3.5	2.5	3.5	6.7
Risk Management (Looking Forward)	3	3	3	4	6.6
Building Consent Issuing	3	2.5	3.5	4	6.4
Data Management	4	2.5	3	3	6.3
Asset Renewals	2.5	4.5	2	3	6.3
Other Infrastructural Asset Failure	3	3.5	5	2	6.3
Health & Safety	3	2.5	5	3	6.3
Desire for Growth	3	3.5	3	3	6.3
Contracted Routine Service Provision	3.5	3	3.5	2.5	6.3
Project & Contract Management (including procurement)	3.5	3	3.5	2.5	6.1
Waste Water Issues	3	3	2.5	3.5	6.1
Recruitment & Retention of other Staff	4	3	3.5	2	6.1
Legal Compliance	3.5	2.5	3	3	6.0
Fraud	3	2	5	3	6.0
Financial Statements	3	2.5	5	2.5	6.0
Asset Damage through Natural Disaster	1.5	4.5	5	1.5	5.7
Resource Consent Issuing	3	2.5	3	2.5	5.4
Treasury Management	3	2.5	3	2	5.1
Water Supply Issues	3	2.5	2.5	2	5.00
Reorganisation*	3	4.5	2.5	1	0.00*

* set as 0.00 because of apparent inability to remedy; 'don't worry about what you can't change'

In considering the assessed levels of overall risk, it should be noted that the associated index is on a logarithmic (base 10) scale, with an increase of 1 in index value representing a 10 fold increase in the magnitude of risk. As such the highest assessed risk level of 7.4 is substantially less than a 'worse case' risk.

Some further comments on the indicated 'top 10' risk categories as at July 2014 were as follows:

1. Business Discontinuity Some form of plan (even if only relatively brief) needs to be developed to manage potential business discontinuity. A potential source of discontinuity – a possible fire in the Council building – also needs to be mitigated.
2. Information Systems Development

Information systems are in some cases not as effective as they might be, largely because of inadequate user numbers or skills rather than technological deficiencies of the systems themselves. Additional staff with high level systems skills and/or training for relevant staff is required.
3. Staff Performance Management

There is a very structured performance management system for staff other than the CEO, but it is suspected that the applied performance benchmarks of this system are drifting downwards. A complete review of this system and a re-setting of benchmarks is suggested to prevent a potential future decline of performance. The management of CEO performance should also be more formal.
4. Chief Executive

The current dual CEO and Engineering Manager role whilst perhaps cost-effective is unsustainable, compromises some aspects of performance and presents other long term risks to the organisation. Suggested that there could be benefits in refreshing the CEO position by a new appointment.
5. Infrastructural Decision Making

At present the making of significant strategic infrastructural decisions and the retention of associated organisational knowledge is very reliant on just two staff members. This is a precarious situation which should be addressed. The appointment of an Engineering Manager would help address this.
6. Disconnection from the Community

The extent to which the community engages with Council – through processes such as consultation on plans - continues to be very low in comparison to most other local authorities. Whether this lack of community response reflects community satisfaction, apathy or resignation is not entirely clear. Potential use of new dynamic communication channels such as social media and other digital pathways to improve engagement should perhaps be explored, though additional resources would be needed to do this.
7. Risk Management (Looking Forward)

Council has to date had a very limited formal focus on risk. In future (after the preparation of the Risk Assessment report) there is considered a need to maintain an awareness of risks, which may change in time. The responsibility for continuing engagement with Council on issues of risk management should be better defined in the CEO's role. It is not believed that having an Audit Committee of Council is appropriate, but the CEO should instead regularly engage with Council to discuss issues of organisational risk.
8. Building Consent Issuing

This function is at present efficiently undertaken by Council, but the ability to continue to do so in the future is dependent on both retaining sufficient competent staff and meeting the requirements of the Ministry of Building and Housing's Building Control Authority accreditation process.

To ensure that both of these objectives can be achieved there needs to be a willingness to maintain a certain minimum number of staff in this area, regardless of fluctuations in the extent of building activity in the district.
9. Data Management

Key council data is secure, but changes of data management systems could create

challenges in respect of the ability to locate some of this data. The significance of this risk needs to be further explored through testing.

10. Asset Renewals

Superimposed peaks of asset renewals could significantly increase Council rating requirements at certain times in the future. Current work to update Asset Management Plans over a 30 year period will better define the extent of such peaks, and the strategy to manage them should include the planned prior minimisation of debt to enable the peaks to be absorbed through a combination of rates and debt increases.

Further General Comments

Whilst all of these 'top 10' risks are considered to be significant, none are considered to be at extremely high levels, and the overall level of risk exposure for the ODC organisation at this time is believed to be relatively low.

Action is currently underway to address some of these risks, in particular 1,3,4,5 and 7, whilst a significant change to address category 8 has been forced upon Council by the unsatisfactory result of the recent accreditation audit.

Recent updating of Asset Management Plans has strengthened a belief that there is unlikely to be a very pronounced peak of superimposed asset renewal costs, and as such the risk associated with Asset Renewals (item 10) is not great.

It is perhaps worthwhile to note that only relatively low levels of risk to ODC are believed to exist in respect of financial issues such as fraud, financial statements and treasury management, with which Audit Committees have traditionally been associated.

These assessed low levels of risk are associated with a number of factors including the relatively small scale of the organisation (which permits managers to maintain a high level of awareness of overall organisational activity and expenditure), very able staff in the finance area and a very detailed level of financial reporting to Council that leaves little opportunity for significant financial irregularities to be hidden.

Finally it should also be noted that the risk assessment considers the risks facing the Council organisation, rather than the Otorohanga district as a whole. Whilst the two may be closely linked, there are some issues facing the district that Council has limited ability to address, and the assessment is intended to be something upon which action can be based.

Dave Clibbery
CHIEF EXECUTIVE

Item 163 TOURISM PROMOTION FUNDING

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

From: Chief Executive

Date: 20 January 2015

Relevant Community Outcomes

- Promote the local economy and opportunities for sustainable economic development
-

Executive Summary

Council is asked to consider an increase of funding for tourism promotion.

Staff Recommendation

That the report be received.

Report Discussion

At the Council meeting of 18 November 2014 representatives of Hamilton and Waikato Tourism (HWT) attended and updated Council on the activities and intentions of their organisation.

HWT indicated a desire to extend its activities, particularly in regards to the promotion of Waikato Tourism opportunities.

It was noted that the current level of expenditure of HWT was relatively low compared to many other NZ regional tourism organisations, and HWT expressed a desire to substantially increase its overall expenditure from a current level of \$810,000 to \$1,465,000.

The funding of this higher level of expenditure would be reliant upon 50% increases in contributions from its local government partners, and obtaining new funding from the regional council.

As such it was proposed that ODC's annual contribution increased from its current level of \$40,000 to a higher figure of \$60,000 from the 2015/16 year onwards.

It is believed that Council needs to discuss its response to this proposal so that relevant amounts can be reflected in budget estimates for the 2015-25 Long Term Plan.

The funding of tourism promotion is a topic on which there has been previous vigorous debate by Council with a range of opinions expressed that may all be valid, and hence no directive recommendation is presented. It is however noted that information previously presented to Council indicates that ODC's current level of contribution in relation visitor spend in the district is significantly higher than most other participating local authorities.

Dave Clibbery
CHIEF EXECUTIVE

Item 164 DISTRICT BUILDING CONTROL OFFICERS REPORT FOR OCTOBER TO DECEMBER 2014

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

From: District Building Control Officer

Date: 20 January 2015

Relevant Community Outcomes

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

Executive Summary

A report on building control matters covering the final quarter of 2014.

Staff Recommendation

It is recommended that:

The District Building Control Officer's report for the period 1 October to 31 December 2014 be received.

Report Discussion

BUILDING CONSENTS ISSUED

Building Consent Issued 1 October to 31 December 2014		% Change
Total Consents Issued	53	-7%
Includes New Dwellings	10	+66%
And Commercial / Industrial / Cowsheds	14	-18%
Value of Building Work	\$5,674,603	+6%
CCCs Issued	151	+200%

Consents approved over the same period in 2013

<i>Total Consents Issued</i>	<i>57</i>	
<i>Includes New Dwellings</i>	<i>6</i>	
<i>And Commercial / Industrial / Cowsheds</i>	<i>17</i>	
<i>Value of Building Work</i>	<i>\$5,359,037</i>	
<i>CCCs Issued</i>	<i>52</i>	

Consents Issued by Area

Rural	40
Otorohanga Community	10
Kawhia / Aotea Community	3

Report Discussion

Annual Totals for Building Approvals

The annual totals of consents approved in 2014 are now available for comparison with the building work consented in 2013. The figures are consistent with the national trend for

increasing activity in the construction sector. Of interest for 2015 will be to see whether this trend continues for rural areas in the face of decreasing returns from the reduced dairy payout.

	2014	2013	% change
Total Consents Issued	222	196	+13%
New Dwellings	35	23	+48%
Value of Building Work	\$19,281,000	\$15,555,000	+24%

IANZ Accreditation

In October 2013 the Building Control team were working to complete and clear the final corrective actions from the IANZ audit in August 2014. This work was submitted to IANZ at the end of October 2013 and the final approval and accreditation certificate were received on 1 December 2014.

G Phillips **DISTRICT BUILDING CONTROL OFFICER**

Attachment

- a. Building consents issued 1 October to 31 December 2014.

Applicant Name	Locn	Proposal	Total Estimated Value
RN & SM Dempsey	39 Panera Street	Retaining walls and concrete pad	350000
Dairytech	506 Ngaroma Road	Feed store.	78000
JD Russell	5 Long View Crescent	Kitchen, dining and bathroom alterations.	50000
Todd Ormsby Builders	7 Te Kanawa Street	Install wet area shower	10000
Todd Ormsby Builders	34 Haerehuka Street	Repair smoke damage	25000
Coastwood Homes Ltd	70 Okapu Place	Construction of a single storey 4 bedroom dwelling	800000
The Old Hall Limited	1100 State Highway 31	Changing a Hall into a Café and Dwelling	200000
Waratah Farms Limited	Kawhia Road		
	1035 Ormsby Road	Demolition of the old	5000
		Construction of new dwelling with attached garage	320000
Davies Homes Ltd	629 Te Kawa Road		
Phillips Construction Ltd	953 Moerangi Road	Erect New Dwelling	130000
Skyline Buildings	62 Sircombe Road	Erect Garage	22841
Hamilton		To erect a new double garage with attached carport	18390
Versatile Homes & Buildings	69 Ormsby Road	Construct new detached dwelling	135000
Stewart Rose Builders	Millard Road	New dwelling and skyline garage .	235000
Branderson Homes Ltd	152 Te Kawa Road	Fit new doors and window into existing exterior walls.	9500
JG Burton	5569 State Highway 31		
	Kawhia Road	Erection of Implement Shed	7500
White Family Farms	194 Happy Valley Road	Farm Building for hay, tractor and tools.	18000
Shedco Marketing	770 Mangati Road	Internal Alterations to Dwelling	10000
RG & M Sager	84 Gradara Avenue	Addition to existing dwelling	19000
Ross McGowan	316 Te Tahi Road	Build new Kiwi nocturnal enclosure	60000
Mr J Phillips	17 Alex Telfer Drive	Workshop and Office constructed from light steel frame	212804
Waikato Construction	21 & 23 Phillips Avenue	6 Bay, Monoslope Roof, 3 Sides Enclosed Pole Shed	49000
Aztech Farm Buildings	36 Hingaia Rd	Relocate dwelling and build new garage	50000
Gisler Architects	169 Mangati Rd	Build Implement Shed	25000
Shedit	220 Te Kawa Rd	Construction of Implement Shed	10000
LF Gower	1008 Wharepuhunga Rd		
Coresteel Buildings	163C Ngahape Road	New 4 bedroom dwelling	350000
APR Architects	12 Ballance Street	Bathroom modification for disabled access.	10000
Redpath Pacific Ltd	36 Hingaia Road	Redpath Steel Framed Standoff Shelter	228000
Totalspan	5 Mangauika Road	Outbuilding	13000
Coastwood Homes Ltd	50 Okapu Place	Construction of retaining wall over 1.5m	8000
Otorohanga Plumbing	41 Kio Kio Station Road	Installation of wood fire	4000
KD Delaney	96 Sircombe Road	Erect two storage sheds	10000
G J Gardner Homes Ltd	112 Paewhenua Road	Demolish burnt dwelling and build 3 bedroom dwelling	304470
Nixon Consulting	2157 State Highway 30	Relocate new singlemans	50000

Ltd	Barryville	quarters and build garages attached.	
M Robinson	42 Otewa Road	To construct a new garage and lean-to	59000
Davies Homes Ltd	546 Ngutunui Road	Demolish dwelling and construction of new dwelling	400000
D & K Corboy	533 Tauraroa Valley Road	Addition to kitchen, dining and lounge	300000
O'Connor Design	211 Ngahape Road	Addition of new master bedroom and kitchen area	160000
Gisler Architects	87 Maniapoto Street, Otorohanga	Change of Use - Fit out of retail shop to restaurant	40000
Livingstone Building	8 Wahanui Crescent	Office Building Extension	240000
K Southcombe	125 Te Tahī Road	Supply and install Metro Free Standing Fire	3598
O'Connor Design	108 Old Te Kuiti Road	Remodel existing garage and convert to master bedroom	90000
Dairytech	15 Haurua Road	Covered Feed Pad	107000
Strawznco Ltd	849 Ormsby Road	Double Garage	40000
Alpine Industries	5 Braine Road	New Shed for Farm Storage	45000
E & M Balks	362 Pekanui Road	Addition of basement garage & associated wet rooms	280000
Murray Bell Builders	213 Old Te Kuiti Road	Storage Shed	20000
P & AA Dale	145 Te Tahī Road	Erect a four bay zinalume shed	17000
KJ Woodhead	308 Cooper Drive	On-site domestic wastewater system	7000
Henry Morgan Builders	6 Domain Drive	Change bedroom to an extra bathroom	19500
T Silcock	60 Kaimango Road	Addition to existing farm shed	4000
JL Ryan	21A Blucks Road	Build new 9 x 6m Residential Garage	15000

Item 165 ODC MATTERS REFERRED FROM 16 DECEMBER 2014

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

From: Governance Supervisor

Date: 20 January 2015

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.

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. ENGINEERING MANAGER

16 December 2014

- i. To arrange for staff to progress the matter of trucks parking in the centre of Turongo St to unload goods into RD1.
- ii. To arrange for staff to look into the length of pavement lines as those recently painted on Rangiatea Road appear to be shorter.

4. FINANCE & ADMINISTRATION MANAGER

16 December 2014

- i. To identify and outline the situations where Council has agreed to act as a guarantor.

CA Tutty
GOVERNANCE SUPERVISOR

GENERAL