



Otorohanga District Council

# MINUTES

15 March 2016

## OTOROHANGA DISTRICT COUNCIL

15 March 2016

Minutes of an Ordinary meeting of the Otorohanga District Council held in the Council Chambers, Maniapoto Street, Otorohanga on Tuesday 15 March 2016 commencing at 10.02am.

### MINUTES

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

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## **PRESENT**

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

## **IN ATTENDANCE**

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

## **APOLOGY**

**Resolved** that the apology received from Cr RJ Prescott be sustained.

### **His Worship / Cr Phillips**

## **STAFFING MATTER**

His Worship introduced and welcomed Council's newly appointed Executive Assistant David Dowd. He wished Mr Dowd every success during his time with Council.

## **OPENING PRAYER**

Councillor Phillips read the Opening Prayer.

## **ITEMS TO BE CONSIDERED IN GENERAL BUSINESS**

**Resolved** that a report on the proposal to establish a District Sports Committee and the Waikato Regional Council Annual Plan Roadshow Presentation be considered in General Business, which may require a resolution.

### **His Worship / Cr Tindle**

## **CONFIRMATION OF MINUTES – 16 February 2016**

**Resolved** that the minutes of the meeting of the Otorohanga District Council held on 16 February 2016 as previously circulated, be approved as a true and correct record of that meeting.

### **Cr Pilkington / Cr Tindle**

## **MATTERS ARISING –**

### **Arohena Rural Water Supply**

Councillor Klos queried whether a meeting has been arranged for the Arohena Rural Water Supply Committee. The Chief Executive replied that to date he has not been informed of a time for this meeting.

## **REPORTS**

### **ITEM 282 RATA UPDATE REPORT**

Council's Rooding Manager Martin Gould and Ms Dawn Inglis (RATA Project Director) attended the meeting.

Ms Inglis reported that the Waikato Road Asset Technical Accord (RATA) commenced from 1 July 2014. She wished to outline to members the positive work and good outcomes it has achieved to date. Ms Inglis advised that through the Waikato Mayoral Forum, LASS was established as a vehicle to procure shared services for the shareholder councils. Ms Inglis reported that RATA provides strategic asset management support to all participating local authorities. She advised that nine territorial authorities had signed up with the exception of Taupo and Rotorua District Councils who took a wait and see approach. She said however, these two particular Councils do have strong ties to the Bay Of Plenty Regional Council.

Ms Inglis reported that to the end of December 2015 RATA has established a database and had achieved savings of approximately \$350,000 across the region and she believes there are more savings to be made.

Ms Inglis reported that as from 01 July 2016 RATA will be made a permanent unit to provide ongoing strategic asset, management support and advice to participating Councils.

She said the current proposal is for the Waipa District Council to provide a RATA Business Unit to enable RATA services to be provided to participating councils via a contract between Waipa District Council and LASS. She said this is permissible under the Local Government Act.

In reply to Councillor Phillips, Ms Inglis advised that the proposed renewal of the multi-party funding agreement with LASS will be considered by each participating council. In reply to Councillor Pilkington, Mrs Inglis advised that it is envisaged that RATA would be a long term entity.

Ms Inglis then outlined the achievements of RATA to date being:

- 1) Data collection contracts
- 2) Forward works programmes
- 3) Seal age analysis,
- 4) Asset management Forum,
- 5) Benchmarking.

In reply to His Worship, Ms Inglis advised that there will be opportunity for individual Councils to understand the process as RATA will be working with Council staff, who will make the final decisions on the network management.

Ms Inglis said however she is not confident in this Council's RAMM system data. The Rooding Manager replied that he is satisfied that this Council's RAMM system data has been corrected. The Rooding Manager advised Councillor Klos that all decisions will still be made by Council with information obtained through RATA. NZTA will consider this information to arrive at their level of subsidy, which should result in a better outcome for Council.

Councillor Pilkington queried whether there will be a 'bottom line' for the lower classified roads which are used by large trucks etc to bring products out. The Rooding Manager replied that although these roads may still be perfectly good, they may not be up to a standard where vehicles are able to travel quickly and that the repair of potholes etc may take longer.

Ms Inglis informed members that the work undertaken by RATA is considered to be work that all road controlling authorities should be completing to ensure that work programmes are being delivered optimally. She said RATA enables this work to be completed on a collaborative basis.

Ms Inglis then outlined the process from here on:

- February – March meet with all Councils,
- April – May Recruit Business Unit Manager,
- April – May Signed Multi Party funding agreement,
- May – Contract Signed LASS./Waipa District Council
- May – June Recruitment of other RATA roles
- July – RATA Commences

His Worship thanked Ms Inglis for the great job she has carried out while acting as the RATA Project Director and also for her comprehensive presentation today.

**Resolved** that

- a) The report of Dawn Inglis, RATA Project Director be received
  
- b) Council approves that Dave Clibbery, Chief Executive, be delegated to enter into a multi-party funding agreement with Local Authority Shared Services for the Road Asset Technical Accords Services from 01 July 2016, for a period of 3 + 3 + 3 years (with rights of review after each three year period.)

**Cr Pilkington / Cr Johnson,**

**WAIKATO REGIONAL COUNCIL – ANNUAL PLAN PRESENTATION**

Messrs Neville Williams (Director Of Community and Services) and Stu Kneebone (Elected Representative) attended the meeting.

Mr Williams submitted an apology on behalf of Councillor Alan Livingston.

The representatives proceeded to present Waikato Regional Council's 2016 / 2017 Annual Plan.

Mr Williams reported that the Regional Council has three proposals to present to Council being:

1. Proposed Regional Rate to establish a regional services fund on behalf of Councils in the Waikato to support Surf Lifesaving, Coast guard and Rescue Helicopter services within the region.
  
2. Proposed consultation with landowners on the funding mechanism for Capital Works to prevent flooding of the land adjacent to the upper Tauhei Stream.
  
3. Changes to the system of charges for fresh water take consent holders for state of the environment at monitoring the Regional Council undertakes.

Members were informed that the consultation period is from 11 March 2016 through to 4pm on the 11 April 2016.

His Worship thanked the representatives for their presentation.

**Resolved** that the Waikato Regional Council's Annual Plan Presentation be received.

**Cr Tindle / Cr Johnson**

## **ITEM 283          REVIEW OF STOCK UNDERPASS POLICY ADJUSTMENT**

The Roding Manager Martin Gould attended the meeting and presented a report on the review of the Stock Underpass Policy.

The Roding Manager informed members that the average cost for the installation of a stock underpass is approximately \$80,000. He said most required stock underpasses have been completed however there is a number remaining for this and next year. He said that, due to the current difficult financial conditions for dairy farmers, it is considered that the hardship which may result from the expense of constructing an underpass could be disproportionate to the effects of not constructing the underpass, which are considered to be fairly minor. He confirmed that there are eight remaining underpasses due to be built in the next twelve to eighteen months.

Councillor Phillips referred to page 9, of the Agenda and requested that the word 'Fonterra' not be used when speaking on current dairy industry issues as these apply to all Dairy Companies.

Councillor Klos referred to road stock crossing situations where some farmers place out mats on the road. The Roding Manager replied that there are conditions placed around keeping the roadway clean. He said complaints are sometimes received in respect to those farmers not having a current permit however, these are usually temporary situations. Councillor Pilkington referred to future correspondence and suggested individual letters be forwarded to all existing permit holders and those who are on the upgrade list that Council has agreed to allow an extension of time for installing a stock underpass and a stay placed on the penalties that would be incurred.

Mr Phillips suggested an actual phone call be made to the eight property owners, to be followed by a letter.

### **Resolved** that

- a) Stock crossing sites with an index score between 10,000 and 29,000 as calculated in appendix II of the 2014 Stock Movement Bylaw are granted an extension of time for installing a stock underpass until 30 June 2018, to be reviewed in April 2017, beyond which point either the activity is ceased or penalties are enforced.
- b) Stock crossing sites with an index score between 10,000 and 29,000 are granted a stay on the penalties as included in the 2014 Stock Movement Bylaw: section 11, until 1<sup>st</sup> July 2018.
- c) The operator of the stock crossing point at RP3.12 Rangiatea Road (previous permit # 31) be granted an extension of time for installing a stock underpass until 30 June 2017, beyond which point either the activity is ceased or penalties are enforced.
- d) The operator of the stock crossing point at RP3.12 Rangiatea Road (previous permit # 31) is granted a stay on the penalties as included in the 2014 Stock Movement Bylaw: section 11, until 1<sup>st</sup> July 2017.

### **Cr Klos / Cr Pilkington**

## **ITEM 284          ROAD LEGALISATION PART BAYLEY ROAD – SO49517 & SO49518**

The Chief Executive referred members to the Engineering Managers report advising that Council has documents requiring consent to legalising part of Bayley Road, being a length of 1300 metres in the vicinity of Loop Road.

In reply to Councillor Phillips the Chief Executive replied that in respect of the current work being carried out on Ouruwhero Road, all the necessary survey work is being dealt with.

**Resolved that**

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 to be road vested in the Otorohanga District Council.
  - b) Pursuant to Sec 116 and 117 of the Public Works Act 1981 the road 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.
  - c) Pursuant to Sec 119 of the Public Works Act 1981 the land described in the **Third Schedule** below be acquired for severance from CFR SA33D/791 and amalgamated with CFR SA1787/49.

**South Auckland Land District – Otorohanga District**

<b>First Schedule - Land to be Declared Road</b>			
<i>Area</i>	<i>Description</i>	<i>Title</i>	<i>Owners</i>
176m <sup>2</sup>	A on SO 49517	CFR 306280	ACM & PE Twyford
1063m <sup>2</sup>	B on SO 49517	CFR SA1787/49	BH & CA Watkinson
74m <sup>2</sup>	D on SO 49517	CFR SA1787/49	BH & CA Watkinson
2191m <sup>2</sup>	F on SO 49517	CFR SA33D/791	GL & S Blackler
295m <sup>2</sup>	J on SO 49518	CFR SA33D/791	GL & S Blackler
230m <sup>2</sup>	K on SO 49518	CFR SA33D/791	GL & S Blackler
17m <sup>2</sup>	L on SO 49518	CFR SA33D/791	GL & S Blackler
169m <sup>2</sup>	N on SO 49518	CFR 1787/48	PK & KEM Symes
65m <sup>2</sup>	R on SO 49518	CFR 1787/48	PK & KEM Symes
17m <sup>2</sup>	M on SO 49518	CFR 1794/40	PK & KEM Symes
538m <sup>2</sup>	Q on SO 49518	CFR 1794/40	PK & KEM Symes

<b>Second Schedule – Road to be Stopped and Vested by Amalgamation in Adjoining Properties</b>			
<i>Area</i>	<i>Description</i>	<i>Title</i>	<i>Owners</i>
2527m <sup>2</sup>	C on SO 49517	CFR SA1787/49	BH & CA Watkinson
1134m <sup>2</sup>	G on SO 49517	CFR SA33D/791	GL & S Blackler
134m <sup>2</sup>	E on SO 49517	CFR SA33D/791	GL & S Blackler
143m <sup>2</sup>	O on SO 49518	CFR 1794/40	PK & KEM Symes
583m <sup>2</sup>	P on SO 49518	CFR 1787/48	PK & KEM Symes

<b>Third Schedule – Land to be Acquired for Severance</b>

<i>Area</i>	<i>Description</i>	<i>Title</i>	<i>Owners</i>
570m <sup>2</sup>	I on SO 49517	CFR SA33D/791	GL & S Blackler

2. The Mayor and Chief Executive of Otorohanga District Council be authorised to sign and seal any documentation necessary to legalise plan SO 490517 and SO 49518.

### **His Worship / Cr Tindle**

#### **ITEM 285 OTOROHANGA DISTRICT DEVELOPMENT BOARD REPORT FEBRUARY 2016**

Councillor Pilkington presented her report as Chair of the Otorohanga District Development Board for the period 1 July 2015 – 31 December 2015.

Councillor Pilkington reported that the Kawhia Museum has a contract with the Otorohanga District Development Board to provide an Information Centre in Kawhia. She advised that Top Shelf Promotions have reorganised the Museum at Kawhia for inclusion in a Television Programme. She said the facility has been smartened up and all those involved are thrilled with the result.

#### **OTOROHANGA KIWI HOUSE**

Councillor Pilkington reported that the Otorohanga District Development Board has approved a grant for a Strategic / Business / Landscape Plan for the Kiwi House

The Chief Executive Reported that Council has commissioned this report.

#### **YOUTH INITIATIVES**

His Worship reported that consultant Dave White from Governance and Management Solutions has submitted his proposal which will be considered at a meeting of the Otorohanga District Development Board tomorrow. Councillor Pilkington undertook to provide the numbers of students who have secured employment following the completion of the 2015 course and also the number of students who participated in the Apprentice Support Programme. Members were informed that Andrew Giltrap is currently investigating the potential to set up an ITA. Councillor Pilkington reported that Mr Ray Haley's work is very much in line with that of the ITA.

Members were informed that at the ODDDB meeting to be held tomorrow, a valuers report will be received which has highlighted a high occupancy rate for premises within Maniapoto Street.

Councillor Pilkington congratulated Kylie Mouat on becoming President of the Otorohanga Business Association and also to the Association for the introduction of the Republic Promotion.

#### **KAWHIA KAI FESTIVAL**

Councillor Klos referred to the recent Kawhia Kai Festival and felt it would be desirable to capture what has made this festival such a success. She queried whether the organisers would agree to have someone come in and capture this. She said the results would provide evidence of the success. Councillor Pilkington reported that the organisers have been requested to prepare a succession plan. Councillor Tindle said there were issues around the granting of proceeds from the festival and felt that the organisers need to take ownership of the event, introduce a structure and purpose.



## **COUNCILS WEBSITE**

Councillor Klos queried when additional information could be added to Councils Website. She referred in particular to the Arohena Camping Ground. Councillor Pilkington advised Councillor Klos to contact Theresa at the I-Site.

**Resolved** that the Otorohanga District Development Board report for the Period 01 July 2015 to 31 December 2015 be received.

## **His Worship / Cr Phillips**

### **ITEM 286 ODC MATTERS REFERRED FROM 16 FEBRUARY 2016**

#### **MEETINGS – LOCAL MARAE**

The Chief Executive referred to the suggestion for a future Council meeting to be held on a local Marae within the District and advised that to date no progress has been made. It is now the intention to wait for the new Executive Assistant to settle in and progress the matter.

#### **NAMING RIGHTS – PRIVATE ROADS**

The Chief Executive advised that the naming of private roads can progress as long as all the affected parties on the road agree to a suitable name. He said this still has to be approved by Council with a recommendation then going to the Geographic Naming Board.

#### **COUNCIL TOUR – EASTERN SIDE OF DISTRICT**

The Chief Executive reported that staff have given some thought as to where such a Tour may go however, they have expressed reservations due to the fact that there will be a new Council following the Local Government Elections in October. Councillor Klos expressed the opinion that generally Council does not understand the eastern part of the District. Councillor Tindle queried what members would be going to see and suggested that Councillors give thought to this particularly the Ward member.

#### **MAIN NORTH ROAD FOOTPATH**

The Chief Executive referred to the matter that staff investigate the provision of a footpath up the Main North Road from where it runs out on one side of the road before commencing on the opposite side of the road. He advised that the Footpath Programme will be brought back to the Community Board in an effort to have this section of footpath perhaps moved up the priority list.

#### **SPEED INDICATOR ROAD SIGN**

The Chief Executive advised that staff have been unable to ascertain when the existing NZTA sign will be back in the Otorohanga District. He further advised that the cost of purchasing a Speed Indicator road sign would be in the vicinity of \$10,000. Councillor Johnson expressed the opinion that the proposed placement of such a sign could be associated with the Main North Road Footpath proposal.

#### **CREATIVE COMMUNITY ASSESSMENT COMMITTEE**

Councillor Klos referred to a meeting of the Assessment Committee of the Creative Communities Scheme held on 01 March 2016 and presented the following matters to Council for consideration

1 Allocation of additional funding for Governance Supervisors role.

2 Approval for the Creative Communities Scheme to have a Facebook page linked to Council's Website

3 Establishment of an Database of Arts related person/s and organisations.

During discussion the Chief Executive advised that he would be agreeable for a further \$1000 of the Governance Supervisor's time to be utilised towards promotion of the Arts in the District.

### **LUNCH AND ADJOURNMENT**

Council adjourned for luncheon at 12:35pm.

### **ADJOURNMENT**

Following the luncheon adjournment, Council further adjourned for a Workshop meeting with representatives of the Otorohanga Community Board. The Meeting recommenced at 2.55pm.

### **GENERAL**

#### **DECEASED POSSUMS**

Councillor Klos reported that she has been contacted again regarding the dumping of Possums on a private property. Councillor Klos queried whether there has been Possum control carried out recently. She asked whether the members knew what is the correct procedure when dealing with the disposal of the Possum carcasses. Councillor Pilkington expressed the opinion that these are usually left where they fall. Councillor Pilkington further advised that in respect to her own property, Possum control is mainly carried out by poisoning therefore the farmer needs to be particularly careful with dogs in case of secondary poisoning. Councillor Klos felt that more information is required on this matter.

The Chief Executive reported that the Regional Council's trappers would be required to dispose of the carcasses correctly. Councillor Johnson suggested contact be made with Environment Waikato and for the matter to be checked out by Councils Environmental Services Manager.

#### **WEST COAST CATCHMENT COMMITTEE**

Councillor Pilkington reported she attended a recent West Coast Catchment Committee meeting whereat the West Coast Zone plan was adopted.

#### **NGA WAI O WAIPA CO GOVERNANCE FORUM**

Councillor Pilkington reported she attended the Nga Wai o Waipa Co Governance Forum on behalf of His Worship, along with Councils Environmental Services Manager. She said Otorohanga presented a report updating the Forum on projects approved in the Otorohanga District Long-Term Plan 2015 – 2025 that give effect to the Waipa River Act.

#### **KAWHIA WHARF**

Councillor Phillips enquired whether a rubbish container could be placed on the Kawhia Wharf. Councillor Pilkington undertook to raise this request at the meeting of the Kawhia Community Board this coming Friday

#### **CLUB MUD**

Councillor Phillips reported this is an excellent event held at Kawhia with approximately 50 children in attendance.

#### **'POUEWE STREET FOOTPATH'**

Councillor Phillips referred to the original Boardwalk proposal coming into Kawhia and expressed the opinion that the alternative to this is an excellent result.

### **OTOROHANGA COMMUNITY WATER**

Councillor Phillips complained of the muddy taste of the water being received at his residence and queried whether there has been a problem. The Chief Executive replied that within the Community when the river level is low, a muddy taste does develop. He said however, this is harmless.

### **HAURUA ROAD**

Councillor Phillips reported there is substantial slumping on Haurua road. It was agreed Engineering staff investigate the matter.

### **WAIKATO REGIONAL COUNCIL**

Councillor Phillips reported that the Waikato Regional Council is pulling out Willow trees up to Toa's Bridge and enforcing riparian strips. He said the farmers are required to fence this area off.

Councillor Phillips suggested this could be an opportunity to create a cycling/walking/fisherman's track. His Worship advised that the matter is being looked at by landscape consultant Rosemary Davison.

### **MEETING PROCEDURE**

Councillor Phillips queried the rules that apply governing Councillors speaking at Community Board meetings. Councillor Phillips reported that he attended the last meeting of the Otorohanga Community Board and would have liked to have been able to speak on a particular matter. Councillor Phillips was informed that speaking rights is usually at the discretion of the Chair. His Worship advised that such procedures are in place for the protection of the Board.

### **CANCER WALK**

Councillor Phillips reported on a 12 hour walk for Cancer held recently at Mystery Creek, in particular the inclusion of a Kiwiana Lap. He expressed thanks to the Kiwiana Committee for the provision of costumes for the event.

### **WAIPA RIVER CATCHMENT MEETING**

Councillor Johnson reported on his attendance at a recent Waipa River catchment meeting and reported that the Waikato Regional Council has requested an extension to the proposed plan change in respect to nutrient loadings. He reported that the limits and targets proposed will be terrifying for farmers. Councillor Johnson referred to the matter of land use and the effect this may have on the land value and Councils rate take.

Councillor Johnson further referred to riparian planting failures and advised that these particular plantings require ongoing maintenance.

### **BEATTIE HOME EXTENSION**

Councillor Johnson referred to the invitation to Councillors to attend the opening of the Beattie Home extension next Wednesday 23 March 2016.

### **MAIHIIHI PLAY CENTRE**

Councillor Johnson advised that it is the 40<sup>th</sup> anniversary of the opening of the Maihihi Play Centre.

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

Councillor Johnson reported that previously the Trust has encountered problems with people not being aware of what they are about, however since new members have come on to the committee, promotion of the Trust has been carried out and it has now received several applications for financial assistance.

### **OTOROHANGA VINTAGE TRACTOR CLUB**

Councillor Johnson informed members that the annual vintage tractor pull will be held at Colin Murphy's property this Saturday 19 March 2016.

### **HOUSING FOR THE ELDERLY**

The Governance Supervisor reported that a one bedroom unit in Windsor Court is becoming available however; it will require a complete refurbishment to bring it up to standard.

### **DISTRICT SPORT COMMITTEE**

The Chief Executive presented a report proposing that Council establishes a District Sport Committee with membership that includes both Councillors and a range of ex officio representatives.

Councillor Klos queried what outcomes and what does Council wish to achieve by establishing such a committee. The Chief Executive replied that the formation of a committee will encourage fostering, collaboration and sharing of resources and facilities between sports codes. Councillor Phillips expressed the opinion that an enthusiastic person would be needed to chair this Committee.

The Chief Executive reported that local Schools should also be party to the proposal. Councillor Tindle said he could understand the proposal and to ensure the appropriate person is engaged to work with groups to promote sports throughout the District. He said however a buy-in needs to be obtained highlighting the needs of the District.

The Chief Executive advised that it will be necessary for the committee to keep Council informed of its progress. Councillor Williams suggested it may be desirable for a representative of Sports New Zealand to attend a future meeting. Councillor Pilkington agreed to take the proposal to the Kawhia Community Board in an effort to identify a suitable Kawhia Representative on the Committee.

### **Resolved that**

- a) The Chief Executive's report be received
- b) A District Sport Committee be established, with an initial membership structure that includes Council or Community Board members representing the Rural, Otorohanga and Kawhia Communities, and a range of ex officio members including representatives of local Sports Clubs and Sport Waikato.

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

His Worship thanked the Chief Executive for the work he has undertaken to progress this matter.

### **TUIA PROGRAMME**

His Worship reported that Jasmine Cashmore has been selected as a Rangitahi under this programme. He said this is the first time that Jasmine has been selected for any particular role. His Worship expressed the opinion that this position is very relevant to a Community of our size and does involve a journey for the candidate.

### **KIHIKIHI RODEO**

His Worship advised that he had been invited to attend a recent Kihikihi Rodeo which he said was an excellent event.

**ZONE 2 MEETING**

His Worship reported he attended a Forum recently at Lake Karapiro regarding water use, but had not stayed for the duration of the meeting as he had heard the information presented many times before.

**WINTEC**

His Worship reported he had spoken with Andrew Giltrap regarding WINTEC and the need for WINTEC to look at themselves locally.

**MANIAPOTO FAMILY VIOLENCE CAMPAIGN**

His Worship referred to Maniapoto Family Violence Campaign and advised that Councillor Pilkington and himself are key contact people. Councillor Pilkington referred to a recent BBQ at Ocean Beach supporting the Maniapoto Family Violence Campaign. She said this was an excellent event.

**RURAL PROVINCIAL MEETING**

His Worship reported on Rural Provincial meeting where MP Nick Smith made a presentation along with Nathan Guy of Primary Industries.

**MEETING CLOSED**

The meeting concluded at 3.57pm

**MAYOR:****DATE:**