



Otorohanga District Council

AGENDA

16 August 2016

10.00am

Members of the Otorohanga District Council

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

Meeting Secretary: Mr CA Tutty (Governance Supervisor)

OTOROHANGA DISTRICT COUNCIL

16 August 2016

Notice is hereby given that an Ordinary meeting of the Otorohanga District Council will be held in the Council Chambers, Maniapoto Street, Otorohanga on 16 August 2016 commencing at 10am.

8 August 2016

DC Clibbery
CHIEF EXECUTIVE

AGENDA**ORDER OF BUSINESS:**

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PRESENT

IN ATTENDANCE

APOLOGIES

ITEMS TO BE CONSIDERED IN GENERAL BUSINESS

DECLARATION OF INTEREST

CONFIRMATION OF MINUTES – 19 JULY 2016

REPORTS

ITEM 328 ROUTINE ENGINEERING REPORT – MAY - JULY 2016

To: His Worship the Mayor & Councillors
 Otorohanga District Council

From: Engineering Manager

Date: 16 August 2016

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 May to July 2016.

Staff Recommendation

It is recommended:

That the report be received.

Report Discussion

ROADING

**Contract 963 – Roads Maintenance
(Inframax Construction)**

Considering the fact that we had 140mm of rain during July with the bulk of it in the middle of the month, roads throughout the District are in good condition. We have applied metal on Mangawhio and Carlin Roads to repair soft areas but nothing serious.

Along with the rain we have had several nights of strong winds. This has brought down trees on a few roads, which have all been cleared within a few hours.

Following the last culvert inspection round, crews are currently working through the district clearing inlets and outlets of culverts, along with drains and high shoulders to ensure drainage facilities are working. During these inspections we have identified several Armco culverts that have reached the end of their useful life and also some concrete pipes which over the years have settled and are no longer as effective as they ought to be. Cost estimates will be obtained for the large pipes and Armco culverts prior to replacement priority and scheduling.

High vegetation was also targeted during April to early June, with a district wide tidy up completed. This has improved visibility and safety on all roads with over hanging vegetation being removed. We are currently working through the district removing large trees that are likely to cause problems in the near future - big old Pine trees and Black Wattles on batters and within road reserve. Puketawai, Old Te Kuiti and Waitomo Valley Roads have been completed with further sites on Wharepuhunga, Ngaroma and Waipapa Roads still to be undertaken.

The first of the KOBM trials was undertaken in early July with a section on Waimahora Road, two sections on Owawenga Road and one on Owaikura Road treated. We are monitoring each site on a weekly basis, testing the sites for improved strength, shape, wear and tear. Due to the rainfall we have had, the strength value is still relatively low, but all sites are looking in good shape. A more comprehensive report will be presented once these tests are complete.

Inframax are currently working through a fairly extensive sign replacement programme to replace faded and damaged permanent road signs, as well as keeping up with damaged and vandalised signage.

**Contract 977 – Hydroseeding
(Evergreen Contracting)**

2015/16 sites are in their defects liability phase, with a maintenance fertilizer round due in September.

**Contract 980 – Bulk Metalling (2012 – 2015)
(Inframax Construction)**

All physical works in this Contract where completed on schedule in June 2016.

**Contract 981 – Pavement Marking
(Road Runner Markers)**

Over the past few months we have undertaken minor touch up painting due to the weather and noted safety concerns, which also included some 600 raised pavement markers along a section of Waipapa Road. The main re-mark of the district is scheduled for November/December this year.

**Contract 982 – Street Lighting
(The Lines Company)**

Contract progressing well with some minor weather related issues. These have been fixed as they occurred.

**Contract 1007 – Area Wide Pavement Treatment
(Inframax Construction)**

2015/16 sites are still in their defects liability phase. The 2016/17 Rangiatea Road site is currently in design and awaiting test results from Opus Laboratories.

**Contract 1009 – LED Street Light Upgrade
(Opus Consultancy)**

The street light design has been completed by Opus and this is currently being reviewed. From this a tender document will be produced and the work is scheduled to go out to tender by early October 2016.

**Contract 1013 - Hauturu Road Slip Remediation
(JRK Drainage & Roding Contractors)**

Due to exceptionally large amounts of rain in May and the difficult nature of the subsoil conditions a portion of the overburden below the retaining wall has again slipped. The wall has been inspected by Ross Roberts the Professional Engineer who designed it and he has confirmed that the wall is stable and operating as designed. There is currently no risk of slips occurring on the upper section behind the retaining wall. Further works are planned in summer to address the current situation as repairs are not possible while the rain continues.

**Contract 1016 – 2nd Coat and Reseals
(Higgins Construction)**

Over the winter one site on Mangati Road had some minor stripping occur, which will be fixed during this year's resealing. As all of this year's pre-reseal repairs were completed last summer, this year's sites are being made available to the Contractor at the beginning of November.

**Contract 1020 – Bridge Abutment Repair Works
(Inframax Construction)**

All physical works on this Contract were completed in June 2016. This contract involved placement of rock and gabion baskets under bridge abutments.

**Contract 1027 – Bridge Repair Works
(Gray Construction Ltd)**

All physical works on this Contract were completed in June 2016. This Contract involved the replacement of two I beams under Cannon Road Bridge and repairs to all of the I beams under the McCool Bridge on Mangati Road.

Other works in this Contract completed in July were sand blasting and painting of beams from Frosts Pit. These beams are being stored in case of an emergency. They will be transferred from Gray's yard to Progress Drive Depot.

**Contract 1028 – Bulk Metalling 2016–2019
(Inframax Construction)**

Work in this Contract began in the second week of July and to-date is progressing well, with Raglan Road being first on the list. All work in this season's schedule is in the coastal area.

PROJECTS AND DESIGN

C997 – Harbour Road Sealed Smoothing RP 12.4 to 13.32

This Contract has been abandoned by Strada Corporation Ltd following a managed closure of the Company.

The physical works are on hold at unsealed smoothing stage which will see a favourable result in the summer when the works are completed. The latest inspections show that the pavement is consolidating and holding up well and will not require any additional subgrade stabilising. This section of works is being looked after by Inframax Construction within the road maintenance contract. A 75mm base course layer over what is currently on the road and chip seal surfacing is being packaged within the Area Wide Pavement Treatment for completion this construction season.

**C1002 – Ouruwhero Road Sealed Smoothing RP 4.46 to 6.21
(Inframax Construction)**

This Contract is completed except for some minor areas of storm damage to tidy up. These works will be completed once weather conditions allow the construction plant back on site.

Pinnacles Civil Engineers from Paeroa have been engaged to undertake a post construction safety audit of the site to satisfy the requirements of NZTA and to ensure our design procedures are robust.

C1010 – Ouruwhero Road Sealed Smoothing RP 7.88 to 9.68

This design is ready to tender once consultation has been completed and estimate approved.

Pinnacles Civil Engineers from Paeroa have been engaged to undertake a pre-construction audit of the site to satisfy the requirements of NZTA and to ensure our design procedures are robust.

**C1011 – Ouruwhero Pokuru Intersection Improvements
(Inframax Construction)**

Inframax Construction have completed all their requirements under this contract and have been released. It is planned to re-seal this area of work as part of the summer re-seal works.

C1007 – Area Wide Pavement Treatment

This design for Rangiatea Road is close to completion and it is intended to extend the Contract with Inframax for another year under clause 10 of the Special Conditions of Contract. This is subject to the approval of the Contractor, which has been requested and will ensure that the current competitive tender rates would apply to this Contract.

WATER AND COMMUNITY SERVICES

Kawhia Community Water Supply

A new self-bunded tank for Poly Aluminum Chloride (PAC) has been certified, approved by IXOM and operational as of 29 July 2016.

During the 2016/17 financial year services must build a secure ladder and gantry to protect operators working on the top of the clarifier as part of the ongoing health and safety upgrades.

Ministry Health Compliance

In accordance with Drinking Water Standards New Zealand 2005 (Revised 2008) section 5.2 Cumulative log credit approach 5.2.1.1. Services Manager launched the 5 yearly Catchment Risk Categorisation Survey Result Form/report to the Waikato District Health Board.

In response, Matt Molloy, Drinking Water Advisor for the Waikato District Health Board, described the Ahurei Street Spring as “*Water from the forest, bush, scrub or tussock catchment with no agricultural activity*” and in doing so allocated the Kawhia water treatment plant a Log 3 credit.

Arohena Rural Water Supply

Huirimu

In the process of replacing the sand media for the sand filter.

Kahorekau

The new reservoir upgrade has been delayed due to building consent requirements around the legal right to build the reservoir on the farmer’s land. LINZ had previously failed to re-register the compensation certificate on the title. The mistake has been acknowledge by LINZ but despite a concerted effort by Council’s accredited LINZ representatives Cunrow Tizard, this has still not been resolved. The design has been generated in house and both the slab and tank design have been completed and are awaiting building consent approval before going out to tender.

As part of the upgrade the telemetric system sourced from when Huirimu was upgraded will retrofitted.

Taupaki

As a result of discussions between Roger Brady, Engineering Manager and the Arohena Rural Water Supply Committee, the decision has been made to chlorinate the Taupaki water supply. Following on Services have secured a quotation for the chlorination from ChemFeed with the work to be undertaken as soon as ChemFeed can programme it.

Supply of potable water during the year to date is consistent from Huirimu and Kahorekau, while stock feed water delivery from Taupaki to date is stable.

There are no known significant issues with any of the piped reticulation network to date.

Resource Consents

As mentioned in previous reports, Kessels Ecology had completed an ecological report for the three water take sites. This has been forwarded onto Waikato Regional Council in support of Council’s resource consent application for renewal. The reports sampling regime did not identify any adverse effects from the water take activities. Furthermore the Kessels Ecologists made two minor operational recommendations.

One of the recommendations is the commissioning of an Ecological Management and Restoration Plan for the Arohena Water Supply. The report will comprise of weed control and a riparian planting regime. It is anticipated Waikato Regional Council will require some form of mitigation for the Huirimu water take site as both Kessels and the Waikato Regional Council Ecologists describe the Huirimu downstream (approximately 100m in length by 10m either side of the stream) site as a *“Highly modified and degraded riparian zone”*.

The cost of the Ecological Management and Restoration Plan will be about \$2,500 plus operational costs, plant, site clearing, labour and ongoing maintenance.

Draft resource consent conditions have been received and it is hoped that the final approval from WRC is granted within the next six to eight weeks.

Ministry of Health Legislation on Water Quality

Services Staff are sourcing quotes for the installation of inline UV treatment filters to be installed at the customer receiving points to achieve the Ministry of Health Log 4 requirement. Currently the Arohena scheme accomplishes a Log 2. Water Services are currently trialling a UV filtration unit in one of the dwellings at the Arohena scheme.

Budget/Actuals

In summary the overall budget for the Arohena Scheme is on track.

Ranginui Rural Water Supply

No capital works to report for this period.

The conversion of the scheme to a stock water only supply required a formal closure as a drinking water supply.

Council has initiated the formal process towards scheme closure, which included a recent referendum of ratepayers of properties serviced by the scheme. The referendum question was: *“Do you want the Ranginui Water Treatment Plant and Scheme to be closed as a drinking water supply?”*. Of the nine votes received eight voters supported the proposed closing of the Ranginui drinking water supply opting for stock feed only supply, which means that the process can now continue.

Ranginui Station, which takes the majority of the water from this scheme, has recently changed hands and the new owner’s representative has given their support to the agreed course of action and anticipate it will take around four months to install the filters and UV units required to provide drinking water to the residences on the station.

Budget/Actuals

The budget for the 2016/17 year was based on a stock water only scheme so actual costs will exceed those budgeted. However, every effort will be made to keep this to a minimum and the scheme is currently operating smoothly.

Tihiroa Rural Water Supply

No capital works were completed in this reporting period as per directive from the Committee.

Daily operational maintenance ongoing and undertaken in conjunction with reactive repair works have meant that the plant has been running smoothly.

Budget/Actuals

A summary review of the ledger for this end of the financial year does not reveal any areas of concern.

Otorohanga/Waipā Water Supply/Plant

C1021 – Otorohanga Water Meter Installation after practical completion is a third of the way through the maintenance period.

Originally it was believed that an additional reservoir for Otorohanga could be placed at Thompson Avenue. Preliminary investigations reveal complexities that make this site

questionable. Mountain View Road on the other hand appears to present a more viable option. These options are being investigated further.

Water Take Consent Fees - Waikato Regional Council Decision

In March, as part of consultation on our 2016/17 Annual Plan, the Waikato Regional Council wrote to parties with water take consents asking for feedback on a proposed change to the way they charge for the state of the environment monitoring they undertake.

After considering information from staff and submitters, as well as an independent expert, the Waikato Regional Council voted unanimously in favour of the preferred option presented in the consultation information. This maintains the basis of setting charges on the volume of water allocated per day in each consent, but with the addition of a minimum fixed fee of \$65. As a result of this a small saving to Council is likely.

Otorohanga Sewerage Treatment

Capital Works

Staff are in the process of replacing the step screen and screw press system for incoming sewer water.

The wetlands project from 2015/16 is in maintenance mode (which should be ongoing), with the inclusion of Tidy Gardens staff who (frequency yet to be confirmed) will visit the wetland once a month, initially to 'weed' the wetland of weeds (Kerry Murphy still sprays access Roads and areas within the Facility), and also Tidy Gardens will net the duck weed from three areas within the facility

Budget/Actuals

Over all the account is on track.

Otorohanga Community Stormwater Drainage/Flood Protection

Russell Powell, Waikato Regional Council advises that the annual structural audit of the three Otorohanga flood stations will cease and in its place will be annual on-site health and safety assessments. As such the inaugural annual on-site health and safety assessment was on the 10 July 2016.

The Waikato Regional Council while overseeing all future annual onsite health and safety assessments, have commissioned Nigel Mather from 4Sight Consultants to carryout annual onsite health and safety assessments.

A report has been received advising tasks to be undertaken at each of the flood station sites to address the following observations/risks - signage, slips, trips and falls, working at height, hazard ID and building safety.

Currently the Services Manager is compiling a project management plan to deploy Council resources to address the risks identified above. Costs for this work will be included in the Service Level Agreement with the Waikato Regional Council.

No Capital Works has been undertaken for the quarter gone.

Budgets/Actuals

Over all the account is still on track.

OTOROHANGA COMMUNITY PARKS & RESERVES

Parks and Reserves

Maintenance works throughout winter have been completed as required and the parks are in good condition for this time of year.

Lake Huiputea Wetlands

The works associated with this project is ongoing and will carry over into 2016/17 for final completion. The Memorandum of Understanding is now in place with the Maori Trust associated with the Huiputea Tree.

Otorohanga Swimming Pool/Gym

New heat exchanger on order \$2,635.00 plus installation.

Kawhia Cemetery

46 Grisillenia plants planted to screen off the recycling centre

Aotea Sewall

Maintenance was undertaken to the eastern-most end of the seawall, which was in poor repair as a result of ongoing erosion/movement of the sand under the base on the wall. Work consisted of lifting and restacking approximately 50m of the seawall. Estimated cost of this is \$4,500.

Business as usual has continued over the last three months for the balance of areas falling under the community facilities team and budgets remain on track throughout the department.

Roger Brady

ENGINEERING MANAGER

ITEM 329 APPLICATION FOR TEMPORARY ROAD CLOSURE – HAMILTON CAR CLUB – CLUBMANS RALLY

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

From: Engineers Representative

Date: 16 August 2016

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 the Hamilton Car Club for the following road closure within the Otorohanga District, to enable the said club to hold the Clubmans Rally.

Staff Recommendation

It is recommended that the application for temporary road closure of sections of Kaimango and Hauturu Roads on Saturday, 1 October 2016; be granted with the following conditions imposed:

Details of Closure: **KAIMANGO ROAD** – From number 42 Kaimango Road to its intersection with Hauturu Road.

HAUTURU ROAD – From its intersection with Kaimango Road to the district boundary.

Period of Proposed Closure: 10:30am to 15:30pm

1. Emergency services have complete rite of passage during closure.
 2. Hamilton Car Club is to pay an application fee of \$400.00 towards the administration of the road closure to Otorohanga District Council.
 3. Hamilton Car Club is to pay for all advertising costs to the appropriate newspapers. Public notice advertisements are to be published in the Waitomo News.
 4. Hamilton Car Club 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 the property or persons as a result of rally activities during the road closure period.
 5. Hamilton Car Club is to comply with the objection provisions contained in the Transport (Vehicular Traffic Road Closure) Regulations 1965.
 6. Hamilton Car Club is to liaise, and provide evidence of liaison with all operators, businesses and residents that may be affected by the road closures.
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7. Hamilton Car Club is to consult with all residents of all properties on the roads intending to be closed and also the residents on roads connecting with roads intending to be closed, including any, no exit roads. Two notifications via mail drop to residents are to be carried out. All initial notification mail drops to residents are to be approved by Council staff before distribution commences. The subsequent notification is to be completed no later than ten full days before the proposed closures.
8. Hamilton Car Club is solely responsible for signposting and policing of 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 to ensure its removal thereafter.
9. Signs advising of the road closures are to be erected at the start and end of the closed portions of the roads and on each intersecting road two weeks prior to the road closure. All signs are to be removed immediately after the closure. A Hamilton Car Club 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

Hamilton Car Club has applied for this road closure pursuant to the Tenth Schedule of the Local Government Act 1974.

They are prepared to comply with the objection provisions contained in the Transport (Vehicular Traffic Road Closure) Regulations 1965. Hamilton Car Club, are in the process of obtaining consents from residents of the affected areas, indicating agreement for the road closures. They have also conducted an initial letter drop and will carry out a reminder mail drop no later than ten full days before the proposed closure.

In keeping with the need to ensure the continued fostering of congenial relationships with immediate community members, Hamilton Car Club have liaised with Ngutunui and Hauturu Schools and come to reciprocal agreements of service and donation with mutually rewarding outcomes.

Marion Fleming
ENGINEERS REPRESENTATIVE
TRAFFIC MANAGEMENT COORDINATOR

ITEM 330 HEALTH & SAFETY REPORT – FEBRUARY – JULY 2016

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

From: **Health & Safety Advisor**

Date: **16 August 2016**

Relevant Community Outcomes

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

Executive Summary

To advise Councillors of Council's processes, status and recent actions in relation to issues of health and safety.

Staff Recommendation

It is recommended:

That the report be received.

Report Discussion

Regulations

Council has completed all the requirements to Council's water treatment plants, requested by WorkSafe NZ.

To meet ongoing WorkSafe compliance requirements a small self-bunding Poly Aluminium Chloride (PAC) tank has been installed at the Kawhia Water Treatment Plant.

WorkSafe NZ recently released a *Good Practice Guideline for Excavation Safety*. This document has been widely distributed amongst Council departments.

The government have brought forward the date that local government workers will be subject to the workforce screening and vetting requirements introduced by the Vulnerable Children Act 2014. *Safer recruitment Safer children guidelines* have been produced. This process initially affects newly appointed staff at the library and swimming pools, with effect from 1 September 2017. For workers currently employed, 1 September 2020 in the phase in date.

Auditing

Council staff continue to audit contractors and internal events to ensure safety compliance.

WRC engaged 4Sight Consulting to undertake audits on three Otorohanga stormwater pump stations (Huiputea, Mair, Otewa). Staff are currently assessing the audit, and prioritising and budgeting the work required.

Staff Training

The following staff have recently undertaken training:

Training	Staff	Expiry
Workplace First Aid Refresher	Robyn Hodges, Sheila Pulham, Travis Wylie, Kevin Adams, David Brown	2018
First Responder	All staff were offered the opportunity to upskill	20 staff took the opportunity to upskill – No expiry date
Site Traffic Management Supervisor	Manga Roach, Roger Brady, Ricardo Tubilla, Lyta Sam	2019
Temporary Traffic Management at Roadworks Sites	Marion Fleming	2019

Safety reminders continue to be presented at the monthly all staff meetings. WorkSafe have produced some good short videos, which were well received by staff.

Also a training session has been run with the Services team on the Health & Safety at Work Act.

Inductions

Staff are developing site specific induction processes to replace the current documents and process.

Work Related Accidents and Incidents

During this six month period February to July 2016 the following accidents have been reported:

	Injury	Event	Treatment
1	Squashed finger	Hand slipped while using tools	First aid kit
2	Sprained ankle	Stepped into hole in water table - aggravated old ankle injury	Rest
3	Grazed elbow	Tripped on kerb	First aid kit
4	Scrapped forearm	On signage on ute while cleaning vehicle	First aid kit
5	Back strain	Manual lift – aggravated reoccurring back injury	Rest - 2 days lost time
6	Bruised ankle, hand and knee	Slipped over on-site	Rest - .25 days lost time
7	Bruised knee	Tripped on stairwell	No treatment required
8	Bruised finger	Tripped on stairwell	No treatment required
9	Strained knee	Assisted lift – aggravated old knee injury	1 day lost time
10	Strained shoulder and elbow	Tripped on kerb - aggravated old injuries	No treatment required

Staff Wellness

Nine staff took up the offer of flu injections during March and April.

Ricardo Tubilla, Engineering Officer (Water Services), has completed the Hep B vaccination programme.

Visitor Sign In and Out Processes

Council has instigated a tighter sign in / out process by issuing all visitors with a visitor card on a lanyard.

All staff now carry identification cards which give them access through the rear entrance of the building.

Fleet

No reported incidents.

Near misses continue to be reported from staff using the Maniapoto/Ballance Street intersection due to poor visibility.

One staff member had a near miss with a vehicle pulling out. Reported to the company concerned.

Two new vehicles have been purchased, both with 5 star ratings.

External Meetings

The following meetings have been attended:

Waikato-BOP Health & Safety Forum – 19 May 2016

- Methamphetamine & other drugs,
- The role of the Coroner
- The new legislation – message from MPDC CE Don McLeod
- WorkSafe NZ Waikato Local Government Forum – 14 April 2016
- Asbestos

Local Authority Shared Services (LASS) Health & Safety Working Party – 10 March; 6 April.

LASS H&S Working Party

This group of Health & Safety Advisors from the Waikato have a number of projects they are working on, including joint training; Health & Safety computer programme; researching Councils' liabilities regarding community events; Procurement of machinery; Terms of reference for H&S Committees; Consistent KPIs; Auditing; and Policies. They are also working collaboratively with the LASS BOP Working Party.

LASS Project – Contractor Health & Safety Pre-Qualification

This project is well underway, with trials being undertaken in Hamilton City and Matamata-Piako. A computer software programme manager has been appointed and it is expected that this will be rolled out to all Waikato/BOP Councils in February 2017.

Robyn Hodges

HEALTH & SAFETY ADVISOR

ENGINEERING SUPPORT OFFICER

ITEM 331 REVIEW OF GAMBLING VENUE POLICIES

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

From: **Environmental Services Manager**

Date: **16 August 2016**

Relevant Community Outcomes

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

Executive Summary

The Gambling Act 2003 and the Racing Act 2003 both require Local Authorities to undertake a triennial review of their Class 4 Gambling Venue and Board Venue policies. The last review was undertaken in 2013 and Council must now review the performance of the existing policies over the preceding three years and consider options for the next policy period. Should the review process result in a recommendation for change the amendments will have to be notified for public consultation.

Staff Recommendation

It is recommended that:

1. The report from the Environmental Services Manager be received, and
2. The report be approved for public consultation.

Report Discussion

Background

The Gambling Act 2003 (the Act) and the Racing Act 2003 require Local Authorities to have a Class 4 Gambling Venue and a Board Venue Policy respectively and these policies are to be reviewed every three years. Otorohanga District Council's Gambling Venue Policies were last reviewed in March 2013. At that time Council resolved that no changes to the Gambling Venue policies were required

The Policies control the number and location of non-casino Class 4 Gambling Venues (pokies) and Board Venues (TABs), and the total number of gaming machines within Otorohanga District. Council must use the special consultative procedure, set out in the Local Government Act, to notify the community of any recommendation to make policy changes.

CLASS 4 GAMBLING VENUE POLICY

The policy review and amendments adopted back in 2010 resulted in significant change to the original venue policy of 2007. Council adopted a 'sinking lid' policy with the aim reducing the number of gaming machines in the District. This was to be achieved by not allowing for the reallocation of machines when a licensee ceases to operate or through the voluntary reduction in machines at licensed venues. The policy had an almost immediate effect in that the Otorohanga Hotel closed its doors in 2011 and 18 gaming machines were removed. This reduction has been further compounded with the closure of the Otorohanga Services and Citizen Club in late 2013 resulting in the removal of a further nine gaming machines. Since the initial introduction of a

gambling venue policy in 2007 the number venues has been halved to two venues and the number of class 4 gaming machines has dropped from 50 to 23 machines.

Although this decrease sounds dramatic there has been no indication of any dissatisfaction in the community from this reduction in the availability of gaming venues.

This decrease is consistent with a national trend that has seen the number of 'pokie' machines in pubs and clubs continue to fall. From 2007 to 2012, the number of machines dropped by 2500 to 17,827. During the same period the number of gaming machine venues fell by 208 to 1390. Current statistics from the Department of Internal Affairs state that there are now 16,274 machines in 1220 venues nationwide.

Current Policy

Councils current Class 4 Gambling Venue Policy is summarized below. The objectives of the policy are as follows;

Class 4 Gambling Venue Policy

1. Objectives of the policy

- a. To support the purpose and intent of the Gambling Act 2003
- b. To provide for the continued availability of class 4 gambling within the Otorohanga District in accordance with the purpose and intent of the Gambling Act 2003
- c. To control the growth of class 4 gambling machine numbers within the Otorohanga District
- d. To encourage responsible gambling practices and attitudes in class 4 gambling venues.

2. Standards

a. Numbers of pokie machines to be allowed – per venue

- i. Council will not grant consent for the establishment of any new Class 4 venues or machines under this policy.
- ii. Once the venue ceases to operate, the machine numbers will not be allocated to any new or existing venue.
- iii. All Class 4 venues, with the exception of venues that are also Board Venues (TABs), are required to have liquor licenses. Any liquor license issued will be compliant with the Council's Liquor Licensing Policy.
- iv. A gambling venue consent is for one venue (one premise) and is not transferable to another venue. The consent is given to a venue at a given address, not to a person or business.

b. Exceptions

- i. Clubs that rebuild or relocate may be allowed a maximum of the number of gaming machines approved at the time of closing of the former premises.
- ii. When two or more clubs wish to merge physically they may be allowed to operate the sum of the number of gaming machines specified in all the clubs Class 4 venue licenses at the time of application or 18 machines, whichever is the lesser.

Existing Venues

Following the closure of the Otorohanga Services and Citizen Club there are now only two licensed class 4 venues in the Otorohanga District, the Otorohanga Club on Maniapoto Street, Otorohanga with a total of 18 machines, and the Kawhia Hotel which has five machines.

There are no licensed class 4 venues in other parts of the District, which indicates the primary intent of Council to restrict class 4 venues to the CBD of Kawhia and Otorohanga and away from sensitive sites such as schools and churches is being achieved.

The gambling machines in the Kawhia Hotel are owned by Pub Charity and the Otorohanga Club is licensed as a Society to operate the machines that are within the Club.

In considering this policy review, Council is directed to consider the social implications on the community

Gaming Machine Proceeds

As a result of an amendment to the Gambling Act, electronic monitoring and reporting of gaming machine takings became a requirement from April 2008. Using data published on the Department of Internal Affairs website it is possible to collate a clear picture of the amount of money a community spends on gambling machines

For the calendar year 2011 the total district spend on gaming machines was \$936,063.00. This was a drop in expenditure of 27% on the previous year. It is likely this downturn was in part due to the closure of the gaming room at the Otorohanga Hotel.

By comparison the District spend for the last 12 months, July 2015 to June 2016 has been \$839,775.00 which suggests a further decrease in takings due to the closure of the Otorohanga Services and Citizen Club.

Many community welfare organisations claim these figures represent the loss from individual and family budgets and the District's economy as a result of Class 4 Gambling activity in this district.

Community Grants

The Gambling Act 2003 provides for Class 4 gambling to be permitted only where it is used to raise funds for community purposes. A minimum of 37.12% of the gross takings/losses from Class 4 gambling is returned to the community in the form of community grants.

Corporate societies are required, under the Gambling Act 2003 and the Gambling (Class 4 Net Proceeds) Regulations 2004, to distribute a minimum of 37.12% of their annual gross proceeds from Class 4 gambling to authorised purposes (community grants), which is either:

- a charitable purpose; or
- a non-commercial purpose that is beneficial to the whole or a section of the community; or
- promoting, controlling, and conducting race meetings under the Racing Act 2003, including the payment of stakes.

The distribution of the 37.12% is not focused to the communities of interest, in this matter to Otorohanga District community but is open to the wider community of New Zealand.

Options for Consideration

Class 4 Gambling Venue Policy

Option 1 – Status Quo - Sinking lid policy

As reported above this policy is progressively reducing the number of gaming machines permitted in the District. This is achieved by not allowing for the reallocation of machines when a licensee ceases to operate or through the voluntary reduction in machines at licensed venues.

Advantages

- Meets the purposes of the Act;
- Reduces the social impact of gambling on the community by providing less opportunities to gamble;
- Reduces the total financial loss to the community through less machines being available;
- Is some what reflective of social demand for pokie machine gambling
- More money available to be spent in the local economy.

Disadvantages

- May result in a reduction of funding availability for community groups although given value of community grants currently received this is not expected to be significant.

Option 2 – Controlled Increase in Venues

This would allow for new venues that wish to have gambling machines outside the CBD areas of Otorohanga and Kawhia, to operate a maximum of 5 pokie machines per venue. New venues within the CBD areas of Otorohanga and Kawhia would be allowed to operate a maximum of 9 pokie machines per venue. Existing venues within the CBD established before October 2001 were permitted a maximum of 18 machines.

The principal entrance of any venue premises located outside the CBD areas of Otorohanga and Kawhia cannot be located closer than 100 metres to any residential property, community facility, school or early child care centre.

The venue premises would not adjoin within the CBD area, or be within 50 metres of the principal entrance outside the CBD area of, any other class 4 gambling venue.

Advantages

- Meets the purposes of the Act;

Option 3 – No limit on the number of gaming machines

This option would allow any number of machines and venues to operate in the District. Currently there are no formal venue limits applicable within the District, but there are limits on the number of gambling machines permitted in the District. However the venues would still have limitations placed upon them that are stipulated in the Act such as total number of machines, and a license must be obtained from the Department of Internal Affairs.

Disadvantages

- Does not meet the purposes of the Act;
- This will allow for more machines and thus potential for greater loss to the Otorohanga District community
- Gambling potentially could be more dispersed throughout the community and in people's daily lives whether they wanted it or not.

Option 4 – Maximum number of machines allowed (no ratio provision)

This involves setting a maximum number of machines operating in the District, and does not provide for a ratio of so many machines per 1,000 people rather than linking the number of machines to population. The current number of licensed gambling machines in the Otorohanga District is 23.

Advantages

- Meets the purposes of the Act;
- Limits exposure to the availability of gambling to current levels by providing no further opportunities for gambling;
-

Disadvantages

- New venues could not be established without existing venues ceasing to operate.

Summary

The policy options for Council to consider remain unchanged from 2010. They range from the sinking lid policy of reduction to more liberal options that would allow an increase in gaming machines and or venues.

The recommendation of staff is that the Class 4 Gambling Venue Policy remains unchanged and be adopted without amendment.

Notwithstanding the above recommendation which endorses the status quo, Council officers and elected members have been approached by local businesses enquiring about the possibility of opening a new class 4 venue in Otorohanga, albeit in a previously approved location. They have advocated that there will be commercial benefit for the town and increased opportunity for local charitable organisations to obtain funding.

The Department of Internal Affairs state that where a Council moves not to amend its policy following a review process there is no requirement for public consultation. However Councillors may wish to notify the existing policy to allow those interests who seek the opportunity to open a new venue the chance to put their case before the community.

BOARD VENUE POLICY

Prior to 2010 Council had a single gambling venue policy covering both gaming machine venues and board venues. In response to a submission from the New Zealand Racing Board a separate Board Venue (TAB) Policy was adopted.

No Recommendation for Change

There is one Board Venue in the Otorohanga District located at the Otorohanga Club in Maniapoto Street. Changes in betting behaviour through the introduction of phone accounts and online betting means that there has been no demand for or reason to consider an increase in the number of Board Venues in the District.

Andrew Loe

ENVIRONMENTAL SERVICES MANAGER

**ITEM 332 MINUTES OF RAUKAWA CHARITABLE TRUST AND THE JOINT
MANAGEMENT AGREEMENT COUNCILS GOVERNANCE FORUM**

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

From: Environmental Services Manager

Date: 16 August 2016

Relevant Community Outcomes

- 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
-

Executive Summary

A meeting of Raukawa Charitable Trust and the Joint Management Agreement Councils was held at Parawera Marae. Otorohanga District was represented by Mayor Max Baxter and Chief Executive Dave Clibbery.

Staff Recommendation

It is recommended that:

The unconfirmed Minutes of Raukawa Charitable Trust and the Joint Management Agreement Councils Governance Forum meeting held at the Parawera Marae, 811 Arapuni Road, Te Awamutu on 13 July 2016 be received.

Andrew Loe
ENVIRONMENTAL SERVICES MANAGER

Attachments

Raukawa Charitable Trust and the Joint Management Agreement Councils' Governance Forum minutes.

RAUKAWA CHARITABLE TRUST & JOINT MANAGEMENT AGREEMENT PARTNERS GOVERNANCE HUI Ā TAU 2016

Location Pārāwera Marae, 811 Arapuni Road, Te Awamutu

Date 13 July 2016, 10am

Subject Report of the meeting of Raukawa Charitable Trust; Waipa District Council; South Waikato District Council; Taupō District Council; Rotorua Lakes Council; Otorohanga District Council and Waikato Regional Council

Raukawa Charitable Trust

Kataraina Hodge (Co-chair); Vanessa Eparaima; Deb Davies; Cheryl Pakuru

Waipa District Council

Mayor Jim Mylchreest (Co-chair)

South Waikato District Council

Mayor Neil Sinclair; Deputy Mayor Jenny Shattock

Taupō District Council

Governors Councillor Kirsty Trueman; Councillor Bill Machen

Rotorua Lakes Council

Deputy Mayor Dave Donaldson

Otorohanga District Council

Mayor Max Baxter

Waikato Regional Council

Chairperson Paula Southgate; Deputy Chair Tipa Mahuta; Councillor Stu Kneebone; Councillor Alan Livingston; Councillor Hugh Vercoe

Raukawa Charitable Trust

Grant Kettle, Group Manager Pūtake Taiao; Dave Marshall, Senior Advisor Policy & Strategy; Celia Witehira, Advisor Policy & Strategy; Josephine Clarke, Advisor Projects & Implementation; Ashley Hayes-Lennon, Administrator

Waipa District Council

Garry Dyet, Chief Executive; Gary Knighton, Manager Strategic Partnerships; Chuck Davis, Te Takawenga; Glenda Clapperton, Committee Secretary

Staff

South Waikato District Council

Patrick McHardy

Taupō District Council

Gareth Green, Acting Chief Executive; Nick Carroll, Manager Planning

Rotorua Lakes Council

Monty Morrison, Kaitiaki Maori Director; Paulina Wilhelm, Senior Policy Planner; Karla Kereopa, Project Advisor

Otorohanga District Council

Dave Clibbery, Chief Executive

Waikato Regional Council

Neville Williams, Director Community Services; Michael Carey, Kaiawhina;
Roger Lewis, Kaiwhakarite; Tutuhanga Douglas, Kaiwhakarite

In Attendance Warren McGrath, Chairman Pārāwera marae; Mitai Simmonds, Raukawa kaumātua; Lisa Te Huehue, Raukawa Contractor

Apologies Early departure for Mayor Jim Mylchreest; Chairperson Paula Southgate; and Deputy Chair Tipa Mahuta

OPENING KARAKIA

Warren McGrath, Chair of Pārāwera marae, opened the meeting with a karakia.

HISTORY OF MARAE AND LOCAL AREA

Warren McGrath, Chair of Pārāwera marae gave an overview of the history of Pārāwera marae and the local area.

CONFIRMATION OF AGENDA

Item 12 was taken before item 11 due to the early departure of Chairperson Paula Southgate of the Waikato Regional Council (WRC).

OPENING COMMENTS

Vanessa Eparaima, Chair of Raukawa Charitable Trust (RCT) thanked everyone for being present and acknowledged their busy schedules. The intent behind prior provision of reports and personal attendance at the hui is to make the most of the time together. She talked about the importance of being able to sit together and contribute to the relationship, journey, the need for collaboration, and exploring opportunities.

RCT would like to take away from the meeting some practical outcomes. In the event that leadership or staff are changing at any of the local authorities, RCT be given the opportunity to share who they are, what they are about, and their strategies with any new people. This will help to maintain and continue the good relationship. The Joint Management Agreements (JMA) will remain unchanged and this forum will enable things to move along. She pointed out with maps the diverse area covered by the RCT and the number of councils involved. RCT will look at how introductions can be done as soon as possible after the local body elections, as renewal of relationships and consistency is important.

Mayor Jim Mylchreest of Waipa District Council (WDC) welcomed everyone into the district and acknowledged everything already said in terms of welcome. He said having good relationships is critical for moving forward and everyone needs to work together.

RAUKAWA CHARITABLE TRUST

Grant Kettle, Group Manager Pūtake Taiao gave a presentation and said RCT values the relationship with the JMA partners and early engagement is critical with a “no surprises” approach; mutual lines of open, honest and transparent communication; and flexibility to address matters of shared interest is important. The partners need to look forward to what is to be achieved collectively.

Mr Kettle talked about what has been achieved over the last five years of co-management and said now is a good time to look at opportunities for improvement. Iwi are constantly driving the mechanisms and it is time for all, including crown and local authorities, to work together. It is important to have the right people involved and this creates opportunities to attract the right people with the range of skills required for co-management.

The key areas for collaboration include the co-governance/co-management effectiveness review, freshwater initiatives, sites of cultural significance and Healthy Rivers Wai Ora. There is an opportunity for councils to be open about providing feedback into the effectiveness review.

Vanessa Eparaima, Chair RCT referred to her role on the Waikato River Authority (WRA) Board and asked for feedback on the WRA in regard to engagement, leadership, advocacy and policy advice.

WRC Chair Paula Southgate said they have committed joint resources and practical implementation that will start making a difference. The Waipā project will be very important and the outcomes will pave the way for further achievements and she is keen to see these successfully implemented. Water is important and its quality and management is yet to be completed. Having a good relationship with the WRA is valuable.

WRC Deputy Chair Tipa Mahuta talked about there being room for more leadership especially around strategy and everyone should review how they are achieving the kaupapa.

Mayor Max Baxter, of Otorohanga District Council (ODC) referred to limitations and said behavioural changes are slow in some sectors of the community. All local authorities will be dealing with huge sections of society that will be slow to make a change.

Mayor Jim Mylchreest said all local authorities have limited resources and have to work together to achieve healthy rivers. It is necessary to take pragmatic steps and stage improvement as cannot afford to waste resources in conflict resolution. It is necessary to make sure bottom lines are achieved as quickly as possible.

WDC Chief Executive Garry Dyet said as plans are now closely aligned, he would be interested in looking to refer particular types of consent applications to RCT for processing. It was acknowledged that this is the kind of efficiency that will enable the partnership to grow.

WAIPA DISTRICT COUNCIL

Manager Strategic Partnerships, Gary Knighton, gave a presentation and focussed on reflections over the first five years of co-governance and co-management. The key for WDC was that the partnership came together at the same time as work being undertaken on the Waipa District Plan. It was hugely beneficial that Te Ture Whaimana was able to be taken into account as it is an important part of the process.

Mr Knighton said it has been tricky for WDC staff to get their heads around the need to include all three of their JMAs and referred to projects such as peat lakes, Waipuke Park and the adoption of the Information Collecting and Sharing Protocol for sites of significance. Aspects of succession planning and staff training are necessary to ensure a good body of knowledge exists. Ongoing training is required so that staff know the expectations and stories.

It was acknowledged by other local authorities that they have the same issue in having the resources to build the knowledge, retain the knowledge or even ask the question. Reference was made to creating pathways through tertiary education and internships.

A question was asked about learnings from the Maniapoto Trust Board pilot and how it worked.

Mr Knighton said a lot of the members of the team who worked on the project have moved on but there was good input from all parties concerned. Grant Kettle talked about the pilot in relation to

sites of significance, and the pathway for district councils to include in their district plans, which can be relied upon and used in Environment Court situations. He said the Waipa and South Waikato District Council pilot is in a form that can be used by councils and legislative weighting through district plans is important. There is an opportunity to extend this with all the councils in the RCT takiwā.

Reference was made to the heritage forum and whether it could be linked. It was acknowledged that this would be valuable, the forum structure is to be developed and the sharing protocol would feed into the heritage forum.

SOUTH WAIKATO DISTRICT COUNCIL

Mayor Neil Sinclair spoke about community momentum. He said co-governance and co-management is more than just words on a piece of paper, it is trust and working together. There cannot be an assumption that everybody knows. Telling the stories of the relationships needs to continue.

Senior Planner, Patrick McHardy spoke about projects including those to achieve Te Ture Whaimana. In the long term, in partnership with Raukawa, there is a need to work together to safeguard the environment i.e. Resource Management Plans, Biodiversity, public access to rivers and streams and monitoring forest conversions.

Vanessa Eparaima acknowledged the good relationship RCT has with SWDC and also the work put into the new plan rules regarding land use changes (forest to farm conversions). RCT is interested in being and staying engaged in different processes and asked how the certificates of compliance provided prior to the new rule are being monitored.

Mayor Neil Sinclair said the rules are tight. Environmental Farm Plans are in place and are being monitored. He confirmed that forestry to farm conversions are no longer a permitted activity in the South Waikato District, meaning a resource consent is required. He undertook to provide a report on this including the sustainable dairying project (water allocation and safeguarding stakeholder interests).

TAUPŌ DISTRICT COUNCIL

Councillor Kirsty Trueman thanked RCT for the invitation to the hui and said it is the main point for Taupō District Council (TDC) on the journey of co-governance and co-management. She acknowledged RCTs' drive, progress and the relationship with TDC and talked about projects that will benefit from the good relationship.

Vanessa Eparaima acknowledged TDC with regard to providing funding for planting at the Whakamaru Lake shore and asked if the TDC would consider doing the same as SWDC in relation to forestry conversions. Cr Trueman said TDC is very much in the early phase of scoping this out and referred to the massive conversions between Taupō and Rotorua. TDC will have the advantage of the Healthy Rivers Plan Change paving the way regarding conversions and will look at what is needed beyond that.

Vanessa Eparaima asked about TDCs' commitment to Te Ture Whaimana and Cr Trueman said TDC will be looking at the Regional Council's response to the regional plan. They are at a point where it is not clear, draft provisions have been prepared but they are not sure where it will end up. What they have seen with the Healthy Rivers Plan Change is realism of a phased approach and also the community's acceptance.

WAIKATO REGIONAL COUNCIL

Chair Paula Southgate talked about progress and positive benefits over three years and said the Waikato Regional Council (WRC) is happy with the progress. She referred to challenges in meeting statutory timelines and said going forward in the next 5 years WRC will have to look at planning so it can put resources at the front end. With Te Rautaki Taiao in place, priorities can

now be agreed upon to ensure alignment. Expectations have been raised and this would not have been possible five years ago.

Neville Williams, Director Community Services, spoke about there being room to consider opportunities for secondment and training across all territorial authorities and said there is room to look at other tertiary institutions such as the Wānanga. He also talked about internships in engineering.

Mr Williams said WRC has taken the initiative to reorganise Tai-ranga-whenua and is developing staff potential to add true value to the relationship and respond to Iwi needs with improved relationship building and the sharing of knowledge and resources. He also talked about the Healthy Rivers Plan Change and development of the implementation plan.

Chair Paula Southgate said she is appreciative of the opportunity to be part of this governance hui as it is the only way to make real progress. She confirmed the effectiveness review is without doubt an area for collaboration and said the Regional Council is keen to look at the operational aspect of the relationship to ensure proper engagement.

CO-CHAIR JIM MYLCHREEST AND WAIKATO REGIONAL COUNCIL CHAIR PAULA SOUTHGATE LEFT THE MEETING AT 1PM.

ROTORUA LAKES COUNCIL

Deputy Mayor Dave Donaldson spoke about the local government elections and representation on various committees within the council. He talked about appointment of independent commissioners for resource consent applications and the new proposition for Rotorua's identity.

Mr Donaldson said Rotorua Lakes District (RLC) was lucky to have been able to include input from RCT to decisions around the Rotorua District Plan. RLC would like to further the conversation on sites of significance as resources are allocated for inclusion in the district plan this year. He said it is good to establish monitoring and RLC will be interested in hearing from RCT on indicators so it can monitor going forward and make any changes if needed.

Vanessa Eparaima referred to the Rotorua 2030 Vision and Goals, stating they are largely economically focussed and asked how the RLC will balance its objectives. Senior Policy Planner, Paulina Wilhelm said these came from the community and environment and lifestyle is what is important to them and key to Rotorua's identity. The Council will take the same approach as TDC has taken to include tikanga.

OTOROHANGA DISTRICT COUNCIL

Mayor Max Baxter talked about reflections and said going forward Otorohanga District Council (ODC) will have the opportunity to benefit from what has been created out of other District Plans and will have the opportunity to work collaboratively in the future. He said a lot of progress has been made and post elections an invitation will be extended to RCT to present to the new Council.

Vanessa Eparaima referred to the JMA relationship and asked if there were other matters such as applications for water takes that might be part of JMA discussions and/or consultation.

Mayor Baxter responded saying they are not presented in any great form yet. Maniapoto is engaged and the information will be sent to Raukawa as well.

RESOLVED

Mayor Sinclair moved / Mayor Baxter seconded

That the reports from the Raukawa Charitable Trust, Waipa District Council, South Waikato District Council, Taupo District Council, Rotorua Lakes Council, Otorohanga District Council and Waikato Regional Council be received and the contents of those reports noted.

RESOLVED

Deputy Mayor Donaldson moved / Cr Trueman seconded

- a) *participate in the Raukawa Freshwater Effectiveness Review; and*
- b) *agree to collaborate regarding the incorporation of Raukawa sites and landscapes within District and Regional Plans as appropriate.*

OPPORTUNITIES

- Optimisation of resources, alignment and coordination of work programmes works well when we are working together in a timely and coordinated approach.
- Re- education and capability building workshops
- Effectiveness review, involvement allows for a free, frank and honest assessment of the co-management arrangements.
- Cultural sites protocol including possible consenting (opportunity here to defer consenting for cultural sites to Raukawa, we are very interested in trialling this kind of approach) – Waipa District Council proposal.

CLOSING COMMENTS

Vanessa Eparaima asked for support and input into the fresh water review.

On behalf of Raukawa, Kataraina Hodge thanked everyone for attending the hui and said the JMA cannot work without commitment.

CLOSING KARAKIA

Raukawa Kaumatua Mitai Simmonds closed the meeting with a karakia.

There being no further business the meeting closed at 1.23pm

ITEM 333 ODC MATTERS REFERRED FROM 19 JULY 2016

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

From: Governance Supervisor

Date: 16 August 2016

EXECUTIVE SUMMARY

HIS WORSHIP

20 October 2015

To follow up on the suggestion for a future Council meeting to be held on a local Marae in the District

CR PHILLIPS

17 May 2016

To ascertain from the Kio Kio Hall Committee how active they are in particular, the demand for the use of the Hall.

CHIEF EXECUTIVE

19 July 2016

To prepare a report to Council and the Sports Committee on the outcomes of the Committee meeting held 14 July 2016 and the issues to be discussed at a further meeting in two months' time.

ENGINEERING MANAGER

19 July 2016

To follow up on the suggestion that yellow – dotted lines be installed on a narrow section of Karaka Road to discourage vehicles from parking there.

ENVIRONMENTAL SERVICES MANAGER

19 July 2016

To extend an invitation to Kevin Smith of the Waikeria Prison to attend a Council meeting to speak to members on matters relating to the Prison.

OTOROHANGA COMMUNITY BOARD

19 July 2016

To consider a suggestion from Councillor Phillips that coin operated / free dumping stations be installed on Tourist routes around the Community to cater for Caravans and Campers.

CA Tutty

GOVERNANCE SUPERVISOR

GENERAL
