



Otorohanga District Council

MINUTES

19 December 2017

10.02am

Members of the Otorohanga District Council

Mr M Baxter (Mayor)
Mrs K Christison
Mr R Johnson
Mrs RA Klos
Mr P McConnell
Mr K Phillips
Mrs D Pilkington (Deputy Mayor)
Mrs A Williams

Meeting Secretary: Mr CA Tutty (Governance Supervisor)

OTOROHANGA DISTRICT COUNCIL

19 December 2017

The minutes of the Meeting of the Otorohanga District Council held in the Council Chambers, 17 Maniapoto Street, Otorohanga on Tuesday 19 December 2017 commencing at 10am.

MINUTES

ORDER OF BUSINESS:

ITEM	PRECIS	PAGE
PRESENT		1
IN ATTENDANCE		1
OPENING PRAYER		1
PUBLIC FORUM (UP TO 30 MINUTES)		1
ITEMS TO BE CONSIDERED IN GENERAL BUSINESS		1
CONFIRMATION OF MINUTES & MATTERS ARISING – OTOROHANGA DISTRICT COUNCIL 22 NOVEMBER 2017		1
PUBLIC FORUM		2
DECLARATION OF INTEREST		2

REPORTS

ITEM 224	AUDIT AND RISK COMMITTEE	4
ITEM 225	PROPOSED NEW PLAYGROUND	2
ITEM 226	PROPOSED VESTING OF POU	4
ITEM 227	DRAFT POLICY FOR REMISSION AND POSTPONEMENT OF RATES ON MAORI FREEHOLD LAND	5
ITEM 228	MATERS REFERRED – 21 NOVEMBER 2017	5
LATE ITEM	HAMILTON CAR CLUB – APPLICATION FOR TEMPORARY ROAD CLOSURE	5
PRESENTATION	OTOROHANGA DISTRICT DEVELOPMENT BOARD	6
GENERAL		8

PRESENT

Mr MM Baxter (Mayor), DM Pilkington (Deputy Mayor), Crs, RA Klos, RM Johnson, K Christison, P McConnell, AJ Williams, KC Phillips

IN ATTENDANCE

Messrs DC Clibbery (Chief Executive), G Bunn (Finance and Administration Manager), R Brady (Engineering Manager), B O'Callaghan (District Accountant) and CA Tutty (Governance Supervisor)

His Worship declared the meeting open and welcomed those present.

OPENING PRAYER

Councillor Christison read the Opening Prayer

ITEMS TO BE CONSIDERED IN GENERAL BUSINESS

Resolved that the Engineering Representative's report on an application for temporary road closure on behalf of the Hamilton Car Club for the Ngutunui Hill Climb and the placing of a rubbish bin at the Tom French Grove, Kawhia be considered in general business which may require resolutions

HIS WORSHIP / CR PILKINGTON

CONFIRMATION OF MINUTES – OTOROHANGA DISTRICT COUNCIL – 21 NOVEMBER 2017

Resolved that the minutes of the meeting of the Otorohanga District Council held on 21 November 2017 as amended, be approved as a true and correct record of that meeting and the resolutions contained therein be adopted.

HIS WORSHIP / CR PILKINGTON

MATTERS ARISING

His Worship highlighted the fact that the minutes were incorrectly dated 22 November 2017 when in fact this should read 21 November 2017.

Councillor Pilkington highlighted the following –

1. Page 4, second paragraph, said she only queried the Maori Tourism Symposium not reported on it.
2. Page 5, she raised the matter of the unbudgeted costs of \$45,000 to replace the ageing clarifier at the Kawhia Water Supply Scheme at the meeting of the Kawhia Community Board held last Friday.
3. Page 5. She referred to the item on the proposed Kawhia Playground and informed members that an upgrade proposal has been submitted by the Kawhia Community Projects Trust. They will be fundraising to meet the costs of the project. She said a presentation was made at last Fridays Kawhia Community Board meeting by the playground manufacturing company.

Councillor Klos referred to the following –

1. Page 4, second paragraph from the bottom of the page, she requested that the word "supplies" be replaced with the word "scheme" and then "are" be replaced with "is".
2. She reported that the matter of the ownership of the water supply scheme will be raised by the Arohena Rural Water Supply Committee at its meeting in the New Year.
3. Page 8. She referred to the suggestion that Council buy into the New Zealand Business Excellence project and requested this be corrected to read Local Government New Zealand Equip Excellence programme.
4. Councillor Williams referred to page 6, fourth paragraph from the bottom of the page and advised that she had seen some Subway outlets where the parking spaces have been identified for cars only.

Councillor Johnson referred to the following –

1. Page 6, in particular the fifth paragraph from the bottom of the page and said he was referring to the parking outside Prescott Holden, not McDonalds Restaurant and Advantage Tyres.
2. Councillor Johnson further reported that the Beattie Home Facility is in **very** good shape rather than a pretty good shape as recorded.

Councillor Phillips referred to the following –

1. His comments regarding the Public Forum section of a meeting on page 2. He advised that he had suggested it be noted in the minutes when the forum has concluded and a meeting recommenced. He said he did not wish to express the opinion that the forum ran too long.
2. He referred to page 4, the comment regarding the Otorohanga Water Supply was the only one which was deemed not to be in compliance. The Engineering Manager reported that the Otorohanga Scheme has been approved in principle to be in compliance with Section 69Z of the Act however, the District Health Board has not been able to formally sign this off.
3. He referred to page 7, in particular to the Waipa Catchment Committee Meeting and advised that the Waikato Regional Council representatives were “surprised” at hearing the claim for Rangitoto more pest free, not “shocked”.

The Chief Executive referred to the difficulty of recording minutes in such detail, in particular ‘he said, she said’ reporting. He suggested that a workshop be held in the New Year regarding the recording of minutes of both Boards and Council.

PUBLIC FORUM

His Worship acknowledged the Public Forum and asked whether any persons wishes to speak.
No response was forthcoming.

DECLARATION OF INTEREST

His Worship asked members whether they were aware of any circumstances where they could stand to make personal and / or monetary gains in any particular matter to be discussed at this meeting.

No Declarations of Interest were expressed.

ITEM 225 PROPOSED NEW PLAYGROUND

His Worship welcomed interested parties to the meeting.

The Chief Executive presented his report seeking approval for the construction of a Kiwiana Playground in the Reg Brett Reserve.

He advised that Council’s Community Facilities Officer has itemised an estimate of the operation and maintenance costs for the proposed facility, which has suggested a figure of upwards of \$20,000 per year. The Chief Executive said that the Officer has also identified a number of desirable enhancements to aid management of the facility, such as the installation of CCTV monitoring, installation of additional lighting and modifications of the toilets to provide extra capacity, all of which would be potential further costs to Council.

The Chief Executive advised that depreciation calculated at 4% together with the indicated maintenance costs would most likely result in a total cost of the playground to Council being between \$50,000 - \$55,000 per annum.

The Chief Executive referred to the very generous offer to the Community and reported that this has enabled quality equipment to be put in place.

His Worship reported he has been aware of the Kiwiana vision for the playground for a number of years however, this has been a challenge to fund. He said the generous offer to the Community is fantastic and expressed Council's thanks to the donor.

His Worship reported that significant costs are incurred with a playground of this size and quality.

Councillor Pilkington queried the representatives present regarding the guaranteed life of the playground components.

Mrs M Hurley replied that some have a minimum of 12 months replacement guarantee however, most have a five year replacement guarantee. Mrs Hurley further reported that the expected life of the facility is between 20 – 25 years, this being arrived at from research carried out with other Councils with similar facilities.

Councillor Klos raised the matter of Council's responsibility with the provision and operation of such a playground.

His Worship replied that the proposed playground is required to meet all of the appropriate standards and therefore no liability should fall back on Council.

Councillor Klos confirmed therefore that no responsibility for the operation of the facility will fall on Council as long as it meets the required Health and Safety standards.

Councillor Christison referred to the suggested additional lighting and CCTV and expressed the opinion it would not be desirable to have people playing there during the night. She said personally, she would not like to see the facility lit up at night.

It was suggested that when a time to replace various items comes around that approaches be made for assistance from various Community groups, before a lesser value item is installed.

The Chief Executive confirmed that Council would investigate exploring other options when it comes to the replacement of the various modules.

Councillor Johnson felt that the 4% depreciation is a bit "light". His Worship replied this is in order to keep the cost of the facility and its operation at an affordable level.

Resolved that it be recommended that:

1. Council approves the construction of a children's playground at the Reg Brett reserve in accordance with the plans accompanying the associated report to the OCB of 30 November 2017.
2. Council will provide no further funding towards the construction of the playground other than the cost of forming the car park and undertaking any other work on the site that is directly necessitated by the lowering of the section of Huiputea Drive.
3. Provided that the constructed playground meets appropriate standards to the satisfaction of relevant Council staff, the facility will vest in Council, on the basis that Council will take responsibility for routine maintenance, minor repairs and insurance (on normal Council terms).
4. Council will fund depreciation for the playground at a rate equivalent to 4% of the overall playground value per year, and will undertake such future renewals of playground assets as are reasonably affordable based upon the depreciation that has been collected for this facility.

HIS WORSHIP / CR MCCONNELL

ITEM 224 AUDIT AND RISK COMMITTEE

The Chief Executive summarised his report on the establishment of an Audit and Risk Committee for Council.

The Chief Executive referred to the appointment of an independent party to the Committee and advised that to allow for this person to attend four meetings per year the cost would be \$5000.

His Worship advised that the proposed Audit and Risk Committee will not include the Mayor of the District.

Councillor Philips expressed the opinion he understood that Council was looking at the whole Council to be its Audit and Risk Committee.

His Worship replied that it has been considered best for Council to create a separate Audit and Risk Committee.

The Finance and Administration Manager informed members that the Committee would still report back to Council on methods and time of reporting and a brief of priorities not just on financial matters.

In reply to Councillor Phillips he was advised that any decisions made by the Committee will be recommendations to Council.

The Chief Executive informed members that Council would be establishing an "expert body" to provide an additional level of diligence.

He said the terms of reference will have to be approved by Council.

The Chief Executive confirmed that the independent party is a Mr John Robertson.

Resolved that

1. Council establishes an Audit and Risk Committee in accordance with the attached proposed terms of reference.
2. Two Councillors are appointed as members of the Committee and the referenced person is invited to be the third independent member and Chair of the Committee.

CR KLOS / CR WILLIAMS

ITEM 226 PROPOSED VESTING OF POU

The Chief Executive presented his report on a request for vesting in Council of the new large 'Hau Whakareia' Pou in the Omimiti Reserve at Kawhia.

The Chief Executive advised that the Pou is a unique item and as such there would be significant uncertainty regarding the degree to which it must be replicated at some time in the distant future, and the associated cost of such a replacement. He said for these reasons it is considered appropriate that no commitment is made to depreciate it, or to otherwise undertake a major renewal.

Councillor Pilkington reported that the carving and installation of the Pou was a project undertaken by the Kawhia Community Projects Trust.

Resolved that Council accepts the vesting in it of the 'Hau Whakareia' Pou in Kawhia on the basis that Council will take responsibility for routine maintenance, minor repairs and insurance (at normal Council terms) of the Pou, but will not fund its depreciation or otherwise meet the cost of major renewal.

CR PILKINGTON / CR CHRISTISON

ITEM 227 DRAFT RATES FOR REMISSION AND POSPONEMENT OF RATES ON MAORI FREEHOLD LAND.

The Finance and Administration Manager presented a report informing members that Council considered the Rate Remission Policies as part of the previous Long Term Plan process in 2014. He said Council is required to consult on these Policies every three years, currently unchanged from 2014.

Councillor Klos declared an interest in the matter to be discussed due to the fact that her property receives a remission of rates from the QE2 Trust.

Councillor Phillips referred to the authority delegated to Council's Finance and Administration Manager and queried whether the ratepayers would have recourse to go to another authority such as the Audit and Risk Committee.

The Finance and Administration Manager replied that as long as the policies are "black and white", there should be no problem.

In reply to Councillor Johnson the Finance and Administration Manager advised that every property must pay for services such as water, sewerage and refuse.

Resolved that the draft Rates Remission Policy and draft Policy for Remission and Postponement of Rates on Maori Freehold Land be adopted and subject to amendment be included in the Long Term Plan 2018-2028 and consulted on as required by Section 82 of the Local Government Act.

CR JOHNSON / CR PILKINGTON

Councillor Pilkington requested that when the matter is advertised that it be inserted in the Kawhia Messenger.

ITEM 228 MATTERS REFERRED – 21 NOVEMBER 2017

The Governance Supervisor took members through matters referred.

It was agreed that all items remain on Matters Referred with the item under the Engineering Manager dated 21 November 2017 to be corrected by replacing Mc Donald's Restaurant with Prescott Holden.

LATE ITEM HAMILTON CAR CLUB – APPLICATION FOR TEMPORARY ROAD CLOSURE

The Engineering Manager summarised the Engineers Representatives report on an application from the Hamilton Car Club for various road closures within the Otorohanga District to enable the Club to hold the 2018 Ngutunui Hill Climb Event.

Councillor McConnell suggested the need for a Bond, particularly when problems may be encountered with the tar seal due to the timing of the event.

The Engineering Manager replied that should there be considerable tar seal bleeding then the event might not be held.

He suggested an additional clause should be inserted in the conditions covering this matter.

His Worship expressed the opinion that there is certainly an element of risk due to the event being held in the summer.

Councillor Pilkington suggested a condition be inserted to the effect that Council has the authority to stop the event due to weather conditions. She also queried whether the event could be held at another time of the year.

The Chief Executive said that there would be difficulties in stopping the event at short notice.

Councillor Klos reported that it would be necessary for Council staff to look at every intersection of roads as drivers are already damaging them.

The Chief Executive advised that the month of February is always one of the hottest months and therefore should Council not be comfortable with allowing the event, then it should decline the application.

It was agreed that the matter be discussed later in the meeting when confirmation is obtained from staff as to when the event is usually held.

OTOROHANGA DISTRICT DEVELOPMENT BOARD

His Worship welcomed the representatives of the Otorohanga District Development Board, Mrs C Christian, Mrs M Hurley, Mr D Coull and Mr D Wooster.

Mr Coull made a presentation to Council on behalf of the Otorohanga District Development Board and referred members to a discussion paper prepared by a Janine Smith, Principal of Corporate Strategic Interaction. He asked members to take this document as read.

Mr Coull advised that it is desirable to align Councils vision with that of the Development Board. He said the regions are not as important as the Communities within.

Mr Coull questioned the existence of the Development Board and queried its place and role within the Community. He said when speaking of the Community he is referring to the District as a whole.

Mr Coull asked where the Board fits within the Community and its purpose. He said there is a need for social and cultural connections in order to keep Communities together. Mr Coull expressed the opinion that a vision is required for the Community and that this needs to be inspirational.

Resolved that Council adjourn the meeting at 11.25am and go into a Workshop situation.

MAYOR / CR PILKINGTON

MEETING ADJOURNMENT

The Council adjourned for luncheon at 12.48pm and resumed at 1.33pm

HAMILTON CAR CLUB – APPLICATION FOR TEMPORARY ROAD CLOSURE – CONTINUATION

The District Accountant informed members that the Ngutunui Hill Climb is usually held in the last week of February / early March.

His Worship reported that historically the event has not previously caused any damage to the roads and therefore Council should be prepared to take the risk.

Councillor Pilkington suggested that the application be approved and that the Hamilton Car Club be requested to give consideration to holding the event in the cooler months.

Resolved that approval be granted to the Hamilton Car Club to hold the Ngutunui Hill Climb on Sunday 25 February 2018

Details of Closure: Pekanui Road from Ngutunui Road to Pirongia West Road
0900 am to 1700 pm

With the following conditions be imposed:

1. Persons will be allowed through the closure in the event of an emergency.
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 and businesses that may be affected by the road closures.
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 mail drops to residents are to be carried out. All initial mail drops to residents are to be approved by Council staff before distribution commences. The subsequent mail drop 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 the roads to be closed, to ensure that only vehicles connected with the event have access to the road closure areas. This includes arranging the delivery, erection and staffing of all road closure barriers and the removal thereof after closures. All gates and entranceways are to be taped and 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.

CR KLOS / CR WILLIAMS

TOM FRENCH GROVE – REFUSE DISPOSAL

Councillor Pilkington reported she has received an approach from Scott McCabe requesting provision of a rubbish bin at the Tom French Grove. She advised that a rubbish bin was removed from the area some time ago as much refuse was being dumped there.

Councillor Pilkington reported that at the present time there is nowhere available to place rubbish, and therefore requested Council to consider installing a temporary rubbish bin.

Mrs Pilkington expressed the opinion that with installing a rubbish bin this may only create a larger problem and those persons that should be using this may not do so.

An alternative suggestion was raised for EnviroWaste rubbish bags to be provided to collect any rubbish deposited in the area.

The Engineering Manager agreed that the refuse situation is better when there is no rubbish bin in place.

Councillor McConnell felt that if there is another way of collecting the refuse then this should be carried out. He queried why Council is not able to assist in presenting a tidy image.

It was agreed that there is the opportunity to supply refuse bags to those people in the area willing to collect the refuse.

GENERAL

Te Kawa Crossroads

Councillor McConnell referred to the confusion regarding a previous reference to 'Te Kawa Crossroads' whether it was the Te Kawa West Crossroads or the one on State Highway 3. He referred to the matter of tar seal bleeding and asked if there is some information that could be put out to the public on this issue.

SSE Contract

Councillor McConnell queried where Council is at with its Contract with Services South East. He expressed concern as to the condition of Community Streets, kerbing and the pedestrian crossing gardens. It was agreed that this matter be discussed further in a workshop situation.

Beattie Home Facility

Councillor Johnson reported that there are encouraging options for the future growth of Beattie Home.

Honikiwi Road Slumps

Councillor Phillips reported it was pleasing to see the Honikiwi Road slumps being repaired and that the Contractor appears to be carrying out a fairly good job.

Maniapoto Street Intersections – Carparks

Councillor Phillips referred to the car parking spaces at the intersections on State Highway 3 Maniapoto Street and queried whether those parks adjacent to the intersections should be designated as 'car only' parking spaces. He outlined the visibility problems when large vehicles such as Motorhomes are parked in these spaces.

The Chief Executive replied that any large vehicle parking in that space has the same effect on visibility as a motorhome.

Councillor McConnell felt that the adjacent parking spaces should be removed completely.

Otorohanga Tennis Club

Councillor Phillips raised the matter of signs to identify the location of the Otorohanga Tennis Club.

Civil Defence

Councillor Williams advised that she had received an invitation to attend the opening of the new Civil Defence building in Hamilton

Creative Communities

Councillor Williams reported she attended a meeting of the Assessment Committee of the Creative Communities scheme held on 13 December 2017 where at grants of \$6900 were approved.

Regional Transport Committee Meeting

Councillor Pilkington reported on her attendance at a Regional Transport Committee Meeting and concerns regarding the potential change in priorities due to the new Government.

Kawhia School Prizegiving

Councillor Pilkington extended congratulations to the organisers as this was one of the nicest prizegiving events she has attended.

Petition Regarding Metal Roads in Kawhia

Councillor Pilkington reported that there is a considerable number of other property owners who would like to see their roads sealed however, Council is going to review its current seal extension strategy.

Happy Valley Milk Hearing

Councillor Pilkington reported she attended yesterday's hearing which she found to be very interesting. She said she was impressed with one of the Commissioners who acted as Chair.

Chinese Trade and Investment Delegation

Councillor Pilkington reported that she attended the Chinese Trade and Investment Delegation visit to Otorohanga.

Moerangi Road

Councillor Pilkington advised that she would like to acknowledge and thank the roading staff and Inframax for the repair work and rebuilding of Moerangi Road. She said a fantastic job has been carried out in a very timely manner.

Waikeria Prison

Councillor Klos reported she attended a recent Waikeria Prison Liaison Committee meeting. She advised that the project leader is confident the proposed extension will go ahead as planned.

Creative Communities

Councillor Klos advised that she attended the recent meeting of the Creative Communities New Zealand scheme and is pleased to report the Assessment Committee is receiving applications from the wider Community. She said it is hoped to celebrate the success of some of these applications.

Arohena School

Councillor Klos referred to the Arohena School and expressed concerns in respect to the safety of the School Bus.

Workshop Meeting

Councillor Klos reported that she had enjoyed today's workshop meeting with the Otorohanga District Development Board. She extended Christmas greetings to other members and staff.

King Country Energy

The District Accountant reported that Council has received notice of a takeover of King Country Energy and the offer of \$5 per share. He said Council has 10,300 shares with King Country Energy.

His Worship

His Worship reported on the following activities -

- South Waikato Economic Development Forum.
- Mayoral Chinese Forum in Wellington.
- Chinese Trade and Investment Delegation Otorohanga.
- Hotel Feasibility Study.
- IDEA Services Christmas function.
- Universal Driver Licencing Programme.
- BeCollective.
- Housing for the Elderly Christmas visit.

The Finance and Administration Manager

The Finance and Administration Manager reported that Council has repaid a 3 million dollar bond to the Local Government Funding Association (LGFA) reducing our total public debt to just over 6 million dollars.

The meeting closed at 2.20pm

SIGNED: _____

DATED: _____