



Otorohanga District Council

# MINUTES

20 February 2018

10.00am

**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: Ms P Ambury (Governance Group)

# OTOROHANGA DISTRICT COUNCIL

20 February 2018

Minutes of the Meeting of the Otorohanga District Council held in the Council Chambers, 17 Maniapoto Street, Otorohanga on Tuesday 20 February 2018 commencing at 10.00am.

## MINUTES

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## **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) and PM Ambury (Land Management Officer)

His Worship declared the meeting open, welcomed everyone and proceeded to introduce George Fletcher the new Kawhia Community Board member.

## **OPENING PRAYER**

Cr Williams read the Opening Prayer

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

- **SWEAP Project - ODDB**

## **CONFIRMATION OF MINUTES – OTOROHANGA DISTRICT COUNCIL – 23 JANUARY 2018**

**Resolved** that the amended minutes of the meeting of the Otorohanga District Council held on 23 January 2018 as circulated, be approved as a true and correct record of that meeting and the resolutions contained therein be adopted.

## **CR PHILLIPS / CR JOHNSON**

## **MATTERS ARISING**

### **Item 232 – Minutes from Council Meeting 23 January 2018**

Cr Pilkington asked for the wording of the Council Minutes dated 23 January to be amended to reflect reference to BC in relation to her CCC comment. Minutes should read 'Cr Pilkington queried what occurs after 2 years when a Building Consent (BC) has been issued but a Certificate of Code of Compliance (CCC) has not been obtained for the property (editors note, CCCs are issued for projects not properties).

### **Item 234 – Matters Referred from 19 December 2017**

Cr Williams asked the Engineering Manager in relation to the matter of Intersection State Highway 3/ Te Kanawa Street what the outcome was. This matter is to be covered under Matters Referred later in the minutes.

## **SWEAP - ODDB**

Cr Pilkington had attended the ODDB meeting the previous week and sought clarification on the work being done by the Sub-regional Waikato Economic Action Plan (SWEAP) working group and whether the ODDB were duplicating some of this work. She noted there seemed to be some confusion within the ODDB themselves about the work being done and their own SWEAP governance representative, Murain Hurley didn't seem to provide any clarity at the meeting. It was agreed that Ms Ambury who is on the SWEAP project group would provide the elected members with an update as an item under General Business.

## **OCB MINUTES**

Cr O'Connell asked where the Otorohanga Community Board Minutes were, Ms Ambury said that the minutes from both the OCB and KCB had not been typed yet as the staff member responsible for this task had a heavy work load presently.

## **PUBLIC FORUM**

His Worship acknowledged the absence of any members of the public.

## **DECLARATION OF INTEREST**

His Worship asked members for any declarations of conflict of interest, none were received.

## **GEORGE FLETCHER ELECTED TO THE KAWHIA COMMUNITY BOARD**

His Worship formally introduced Mr George Fletcher to the elected members as the new member of the Kawhia Community Board. Mr Fletcher proceeded to read the public declaration before signing it in the presence of Council with His Worship signing it as a witness.

Mr Fletcher then proceeded to address Council sharing his background and his local connections to Kawhia and Aotea.

## **ITEM 236 - COMMUNITY FACILITIES FUNDING FRAMEWORK**

The Chief Executive presented the report and proceeded to summarise the content before outlining his recommendation to adopt the funding framework that had been developed through the Mayoral Forum. He responded to comments from Cr Phillips who supported the framework and Cr Pilkington who sought clarification on the definition of viable business cases in the context of it being deemed acceptable for a viable business case to require funding. Cr Klos queried whether multiple projects could be underway at one time. His Worship confirmed this would likely be the case but that each business case would be taken to Council for discussion as part of the process.

**Resolved** that the attached Community Facilities Funding Framework be adopted by Council.

## **CR PHILLIPS / CR JOHNSON**

### **ITEM 237 – FUNDING PROPOSAL FOR REGIONAL THEATRE**

The Chief Executive presented the report and proceeded to outline the key areas of the proposal and how our contribution compared to others in the region. The Elected Members queried aspects of the proposal which both the Chief Executive and His Worship were able to clarify. The process for decision making should some of the other Territorial Authorities not agree to the level of contribution was also raised and clarified by the Chief Executive.

**Resolved** that Council indicates its support for the funding of the Waikato regional theatre through a regional rate, based on the funding model currently proposed by Waikato Regional Council.

## **HIS WORSHIP THE MAYOR / CR CHRISTISON**

### **ITEM 238 - AUDIT AND RISK COMMITTEE**

The Finance and Administration Manager presented the report to Council. His Worship informed the Elected Members that two Councillors would be needed to be elected to join the independent Chair, John Robertson, who had been appointed, to form the committee and called for expressions of interest. Interest was received by Cr Klos, Cr Christison and Cr Williams who also expressed her satisfaction with Cr Klos and Cr Christison being chosen for the roles. The Finance and Administration Manager and His Worship were able to answer queries from the Councillors about the process and the roles of the appointed representatives.

**Resolved** that Councillor Klos and Councillor Christison are appointed to the Audit and Risk Committee.

## **HIS WORHSIP THE MAYOR / CR JOHNSON**

### **ITEM 239 – ROUTINE ENGINEERING REPORT – NOVEMBER 2017 TO JANURARY 2018**

The Engineering Manager introduced the report to Council and discussed the detail of the report satisfying queries raised by the Elected Members. Some Councillors noted they had received positive feedback about the Road Maintenance and the Engineering Manager agreed that although there had been some definite improvements that there was still more progress to make. There was a good discussion amongst Elected Members with the Engineering Manager on how we could review the process or the weightings to avoid another situation like this in the future.

Cr Williams asked for it to be noted that March is National Cemetery month so it would be prudent to have everything looking smart at the cemeteries for these visitors.

The Services Manager, Mr D McKinley summarised key aspects of the Water and Community Services section of the report and the queries of the Elected Members were addressed.

**Resolved** that the Routine Engineering Report for November 2017 to January 2018 be received.

## **HIS WORHSIP THE MAYOR / CR PHILLIPS**

### **ITEM 240 – MATTERS REFERRED FROM 23 JANUARY 2018**

The Chief Executive took members through the Matters Referred.

## **COUNCIL**

21 MARCH 2017

To consider options for Council representation on the WDHB Consumer Council Group, at the appropriate time.

Cr Klos and Cr Williams informed the Elected Members that the window for this has already closed as nominations were called for in September last year and the group has been established. Cr Klos and Cr Williams queried whether the rural communities have been well represented on this group.

19 DECEMBER 2017

In a workshop meeting to give consideration to the recording of minutes of both Boards and Council.

The Chief Executive informed those present that this item is going to be discussed at a later date once the LTP estimate discussions have been completed.

## **CHIEF EXECUTIVE**

18 JULY 2017

To report to the next meeting of Council on the new service agreement with the Otorohanga District Development Board.

This is an ongoing matter that is likely to need discussion in a workshop forum.

## **ENGINEERING MANAGER**

21 NOVEMBER 2017

To investigate the issue of trucks parking outside Prescott Holden blocking visibility at the intersection of SH3/ Te Kanawa Street

An update was provided by the Engineering Manager that after speaking with the business owner, Paul Prescott it has been agreed to mark four 30 minute carparks indicated by two signs on steel posts (to

prevent trucks parking on the footpath) in front of Prescott's business on Maniapoto Street and a further six designated parks along Te Kanawa Street.

## **GENERAL**

### **Otorohanga Community Medical Centre**

Councillor Phillips attended the sod turning ceremony and was pleased with the turn out despite the wet day. Councillor Pilkington also acknowledged this milestone for the district.

### **Waipa River**

Councillor Phillips expressed his disappointment with the washouts on the Waipa river now WRC have removed the trees that were retaining the river banks. They have brought in 1000 tonnes of rock already to try and reduce erosion on that section of the river.

### **Local Man's Funeral**

Councillor Phillips also attended Bert Koopen's funeral which was well attended by all, a sad day for the Otorohanga community losing such a wonderful man.

### **State Highway 39 Intersection Safety Concerns**

Councillor Christison raised her concern over the unsafe intersection off State Highway 39 into Waitomo Valley Road, there was a crash there on Sunday which she heard from her residence.

### **National Children's Day**

Councillor Christison reminded everyone in attendance to spread the word about the Otorohanga Kids Day event being held at the Domain on Sunday 4 March in line with National Children's Day. Councillor Christison is playing a key role in organising this with the support of the community and local businesses and there will be lots of fun to be had for all.

### **Kawhia Kai Festival**

Councillor Pilkington shared with the Elected Members the success of the Kawhia Kai Festival held on Saturday 3 February 2018. She especially thanked Marg Kati and all the many volunteers working behind the scenes to make this such a successful event.

### **Sub- regional Waikato Economic Action Plan (SWEAP)**

Ms Ambury updated the group on the progress being made to secure a contract to complete the Sub-regional Waikato Economic Action Plan. She is on the evaluation panel for tenders and they completed the first phase of the evaluations on Monday 19 February. Ms Ambury reminded the Elected Members that this will be a critical piece of work to identify opportunities for development within our district with a large sum of money being invested in it. It will help inform decision making not only for Council but for other parties looking to invest in our district. Ms Ambury said this Action Plan will also provide useful information that could assist with a review of the current funding model and KPI's included the service level agreement with the ODDB which has been in a holding pattern for some time now. The Action Plan is due to for distribution around the end of the year to early 2019.

### **Volunteer Awards**

His Worship acknowledged the great job volunteers do throughout our whole district and reminded everyone that the Volunteer Awards were on at the Otorohanga Club tonight. Councillor Klos expressed her disappointment in the lack of communication to the rural areas about the awards and felt too often rural volunteers are overlooked. Councillor Pilkington suggested that a good way of spreading the message in an inclusive way is for the schools to put a notice in their newsletters.

### **MTFJ TUIA Programme**

The Mayor informed members that he has selected two Rangitahi to represent the Otorohanga District for the 2018 TUIA programme. The first Wananga will be held in the District at Rerearemanu Marae on Friday 2 March 2018.

### **Subdivisions**

His Worship gave the group an update on the last meeting with Tom Smit regarding the Phillips Ave/Thomson Ave subdivision. He said the consent was expected to be lodged soon with preliminary earthworks starting in May. Cr Johnson asked if there were any building type covenants on the Otewa Road development being done by Trevor Sargent. It was stated that Council doesn't place these

covenants it's up to the developers to do so. Cr Christison also enquired as to any requirement for flood mitigation but the Chief Executive wasn't aware of the details of the consent but assured her it would comply with the District Plan requirements.

### **Beattie Home**

Cr Johnson spoke about the exciting year ahead for Beattie Home with plans underway for a dementia unit and a proposal being prepared for owner occupier units within the village with a licence to occupy kind of arrangement which could bring in another revenue source. He reminded us all that aged care is definitely an area of growth across New Zealand and they are being proactive to maximise opportunity in our district.

### **Vintage Tractor Club**

Cr Johnson also reminded everyone that the annual Vintage Tractor Display was on the coming weekend and that it will be another great event and encouraged support from the members.

### **Waipapa Toilets**

Cr Klos was very excited to share the completion of the new Waipapa toilets and how there has been a steady flow of traffic stopping in to use the facility since it was built. She acknowledged the good work of the Facilities team who had cleaned up the site and completed some significant landscaping which all looked great. Cr Klos also enquired as to funding for a mural for the toilets and after discussion amongst the Elected Members and staff it was decided Ms Ambury would seek a second quote, look into design and other options for funding and bring the information back to the next Council meeting for consideration through the formal process.

### **Local Resident Passes**

Cr Klos informed the Elected Members that our long-time resident, Ms Jean Saunders had passed away. Mrs Saunders had been living in the Wharepapa area on public land for many years and after a short few days of feeling unwell was taken to the local hospital where she later died. Her next of kin were contacted and approved of her belongings being disposed of which Council staff have worked with one of the local farmers to take care of.

### **Arohena DOC Camp Ground**

Cr Klos informed the Elected Members that there was unruly behaviour at the Arohena DOC Campground over the holiday season. She stated this camp is very busy with lots of families staying there and some young undesirables came in with their cars doing burnouts and causing disruption. Cr Klos was worried about the risk to campers and the reputational damage to our district. Ms Ambury offered to speak with DOC to see if they have put any measures in place to prevent this from happening again.

### **Roadside Dumping**

Cr Klos raised the issue of fly-tipping and asked when the rubbish that had been reported out her way would be picked up. The Engineering Manager said there is provision for this within his team and he will follow it up.

### **Chief Executive and Mayor Reports, Communications and Marketing**

Cr Klos queried whether other Council's had a formal process for regular reporting from the CE and Mayor. She expressed her interest in knowing what they're involved in on behalf of Council and also mentioned it would be useful to know what was going on should they be questioned by any member of the community. The Elected Members and staff had a discussion about this along with how we promote the good things we do and the Chief Executive raised concerns over his already heavy reporting requirements through other Council processes and the challenges they've faced in the past regarding communications when everyone is busy with their heavy workloads. It was agreed that Ms Ambury would do some investigating around what other Council's do to keep their members appropriately informed outside of formal meetings. The Chief Executive encouraged the Elected Members to take advantage of our quite unique culture where Councillors are permitted by the CE to discuss operational matters directly with staff involved if they have any queries.

### **Contract Management**

Cr Christison commented that a lot of time has been spent by the Engineering department managing maintenance contracts, which the Engineering Manager agreed confirming a lot of time has been invested over the last few months in this leaving them with less time for other things.

The meeting closed at 12.08pm.

**SIGNED:** \_\_\_\_\_

**DATED:** \_\_\_\_\_



