



Otorohanga District Council

MINUTES

24 July 2018

10.07am

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

OTOROHANGA DISTRICT COUNCIL

24 JULY 2018

Minutes of the Meeting of the Otorohanga District Council held in the Council Chambers, 17 Maniapoto Street, Otorohanga on Tuesday 24 July 2018 commencing at 10.07am.

MINUTES

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PRESENT

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

IN ATTENDANCE

Messrs DC Clibbery (Chief Executive), A Low (Environmental Services Manager), G Bunn (Corporate Services Manager), Ms. T Ambury (Land Management Officer) and Mr. CA Tutty (Governance Supervisor)

APOLOGIES

No apologies were received.

His Worship declared the meeting open and welcomed those present

OPENING PRAYER

Councillor Christison read the Opening Prayer

OBITUARY – STAFF MEMBER MR. MIKE O’CONNELL

Council observed a minutes silence and stood as a mark of respect on hearing of the passing of staff member Mr. Mike O’Connell.

ITEMS TO BE CONSIDERED IN GENERAL BUSINESS

Resolved that consideration be given to receiving the Minutes of a meeting of the Audit and Risk Committee held on 7 May 2018.

His Worship / Cr. Klos

PUBLIC FORUM

No members of the public wished to address Council at the Public Forum section of this meeting.

CONFIRMATION OF MINUTES – OTOROHANGA DISTRICT COUNCIL – 26 JUNE 2018

Resolved that the Minutes of the meeting of the Otorohanga District Council held on 26 June 2018, as amended, be approved as a true and correct record of that meeting and the resolutions contained within be adopted.

Cr. Johnson / Cr. Phillips

MATTERS ARISING

Councillor Pilkington referred to Page 6. of the Minutes in particular to the resolution, Item 2 and requested that the line stating that the number of elected members totals 4, be deleted.

Councillor Klos referred to Page 3. of the Minutes, Item 268 – Representation Review for the 2019 elections, in particular to paragraph 7 requesting the last word “issue” be amended to read “project”.

Councillor Klos then referred to Page 10. of the Minutes, Item E – District Halls and queried why the line relating to Arohena has been highlighted in red and furthermore the Arohena Hall Committee have agreed that the Uniform Annual Charge be sixty dollars (\$60), not forty five dollars (\$45) as recorded.

Councillor Johnson referred to Page 8 of the Minutes, in particular to the resolution regarding the Medical Hub, bullet point 4 requesting that the wording “Medical Centre” be changed to “The Medical Hub”.

Councillor McConnell referred to Page 2 of the Minutes, the second to last paragraph and requested his name be spelt correctly with two letter l’s.

CONFIRMATION OF MINUTES - OTOROHANGA COMMUNITY BOARD – 12 JULY 2018

Resolved that the Minutes of the meeting of the Otorohanga Community Board held on 12 July 2018, as circulated, be received.

Cr McConnell / Cr. Christison

MATTERS ARISING

Otorohanga Stopbanks

Councillor Phillips expressed his disappointment to hear of the recent damage caused to the Otorohanga Stopbanks.

The Land Management Officer reported that although the damage was significant it is not unrepairable.

Otorohanga Museum Building

Councillor Klos reported on a recent visit to the Otorohanga Museum and asked whether members of the Otorohanga Historical Society are considering fumigating these buildings.

Car Parking – Adjacent to Council Building

Councillor Klos referred to the proposed review of the Traffic Bylaw giving consideration to changing the time limit on vehicle parking spaces adjacent to the Council office in Maniapoto Street and Whanauni Crescent and reported that personally she would prefer to park in Wahanui Crescent. Councillor Klos referred to the 30 minute disabled parking and reported that any disabled person would take this long just getting out and back into the vehicle.

His Worship advised that any disabled person is aware that they can take twice as long as the indicated signage.

Councillor Christison advised that the Board is looking at a complete review of the current Traffic Bylaw.

Councillor McConnell said that parking in Maniapoto Street is a major problem and there is a need for the Board to put in place procedures to protect the local businesses.

Councillor Christison referred to Page 1, approximately half way down the page where the word 'shipping' is written as 'shopping'.

STAFFING MATTERS

The Corporate Services Manager introduced two new staff members being –

Mrs. Theresa Goulding who has taken over as Councils Customer Services Team Leader

Mrs. Carmen Smith who is employed as the Asset Accountant and has spent the previous 18 years as an Accountant for Freightlines.

The Corporate Services Manager reported on the changes within Freightlines and the wish of Mrs. Smith to remain and work in Otorohanga.

His Worship welcomed the staff members and said he looked forwards to working with them in the future.

DECLARATION OF CONFLICTS OF INTEREST

His Worship asked members if they were aware of any conflicts of interest that may exist regarding items to be discussed at today's meeting.

No declaration of conflicts of interest were received.

ITEM 272 – ADOPTION OF WASTE MANAGEMENT AND MINIMISATION PLAN

The Chief Executive summarised his report proposing adoption of the 2018 – 2024 Waste Management and Minimisation Plan.

The Chief Executive summarised the one submission received from Para Kore Marae Incorporated to provide a Waste Minimisation Education Programme based on a Maori perspective that has been designed specifically for Marae and Maori organisations but is available to all those that request their services.

The Chief Executive said that Para Kore Marae Incorporated did not wish to speak to their submission, but they extend an invitation for members to visit their Extreme Zero Waste facility in Raglan.

Councillor Christison referred to the recycling of soft plastic, in particular to the Matauri Product stewardship and requested that this Council could forward a letter to Central Government requesting them to play their part in this process.

His Worship replied that this is a key focus of central government and with China ceasing to accept rubbish this has been a wakeup call for all concerned.

His Worship referred to the opportunity for members to visit the Raglan facility and as a small Community he would like to see

this Council lead the change.

Councillor Klos referred to milk bottles in particular and advised that it is not viable for these to be sent overseas. She said this Country must take responsibility to dispose of its own waste.

His Worship reported that the same situation has arisen in the disposal of plastics as with used tyres.

Councillor Johnson queried whether this issue was discussed at the recent Local Government Conference. His Worship replied yes, consideration has been given to changing and / or increasing levies of waste to landfills.

The Chief Executive advised that the issue comes down to the matter of costs, should industry take this responsibility then the cost incurred will be passed onto the consumers.

The Chief Executive informed members that the Raglan facility is funded with assistance from the Waikato Regional Council and Waikato District Council.

Councillor Pilkington referred to remits 11 – 12 and advised that these are definitely attempting to be advocated to central government.

Resolved that Council adopts the 2018 – 2022 Waste Management and Minimisation Plan in accordance with the previously prepared draft.

Cr. Christison / Cr. Pilkington

ITEM 273 – APPLICATION FOR TEMPORARY ROAD CLOSURE – CLUB TARGA SILVER FERN RALLY 2018

Members were circulated with an update report from the Senior Engineering Assistant on an application received from Club Targa Incorporated for various road closures within the Otorohanga District, to enable Club Targa Incorporated to hold the Silver Fern Rally 2018.

Councillor Pilkington reported that the proposed event is much larger than usual and involves five metal roads over a full weekend period. She expressed concerns regarding potential damage to the roads should the weather turn bad. Councillor Pilkington said that her concern was that the road might be left in a worse state than at the commencement of the Rally.

Councillor Pilkington suggested that should the weather be poor, a grader should be on standby to commence remedial work. She said these are Council assets and provision needs to be put in place for repairs to be undertaken immediately.

His Worship supported Councillor Pilkington's concerns.

Councillor McConnell queried the costs incurred in having a grader on standby.

Councillor Pilkington replied that the applicant pays a four thousand dollar bond per metal road. She further reported that it has been usual practice for the roads concerned to be inspected prior to the event being held.

The Chief Executive confirmed that generally the bonds paid is at a level sufficient to cover any remedial work required.

Councillor Phillips said that should the conditions be dry then the road could not be repaired by a grader.

Resolved that

Purpose: Silver Fern Rally 2018
Date: Saturday 24 November 2018
Sunday 25 November 2018
Details of Closure:

With the following conditions imposed:

1. Emergency services have complete right of passage at all times.
2. Club Targa Inc. is to pay a refundable bond of \$4000 for each gravel road they intend to use, within the Otorohanga District Council network.
3. Club Targa Inc. is to pay an application fee of \$400 towards the administration of the road closure to Otorohanga District Council.
4. Club Targa Inc. is to pay for all advertising costs to the appropriate newspapers. Public notice advertisements are to be published in the Waitomo News.
5. Club Targa Inc. 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.

6. Club Targa Inc. is to comply with the objection provisions contained in the Transport (Vehicular Traffic Road Closure) Regulations 1965.

7. Club Targa Inc. is to liaise, and provide evidence of liaison with all operators and businesses that may be affected by the road closures.

8. Club Targa Inc. 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.

9. Club Targa Inc. 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 immediately thereafter.

10. 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 Club Targa Inc. 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.

<p>Stage 3: Pirongia West/Te Rauamoā– 23.74kms</p> <p>Road Closure: 8:50 – 13:50 (Otorohanga DC)</p>
<p>Start: On Pirongia West Road, at the end of tarseal by Pipiwharauoa Trail</p>
<p>Continue on Te Rauamoā Road at intersection with Okupata Road and Pekanui Road</p>
<p>Finish: On Te Rauamoā Road, 300mts from its intersection with SH31</p>

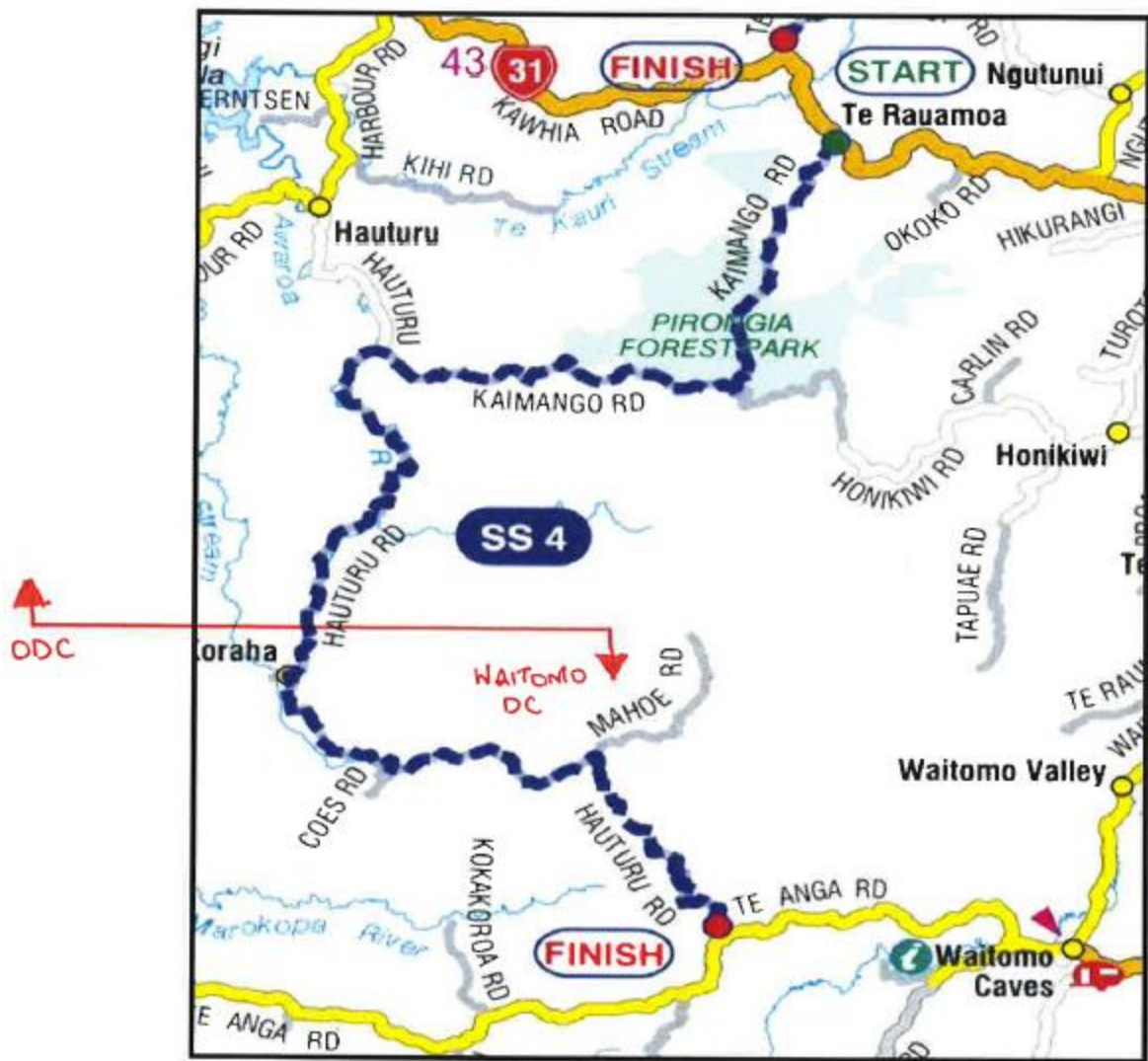


Day 1 – Saturday 24th November 2018

<p>Stage 2: Kawhia Road – 23.41kms Road Closure: 7:50 – 12:50 (Waikato/Otorohanga DC)</p>
<p>Start: On Kawhia Road, 300mts from its intersection with unknown road</p>
<p>Past Shea Road (no exit)</p>
<p>Past Te Papatapu Road</p>
<p>Past Maihi Access Road (no exit)</p>
<p>Past Makomako Road (no exit)</p>
<p>Continue on Raglan Road</p>
<p>Finish: On Raglan Road Road, 300mts from its intersection with SH31</p>



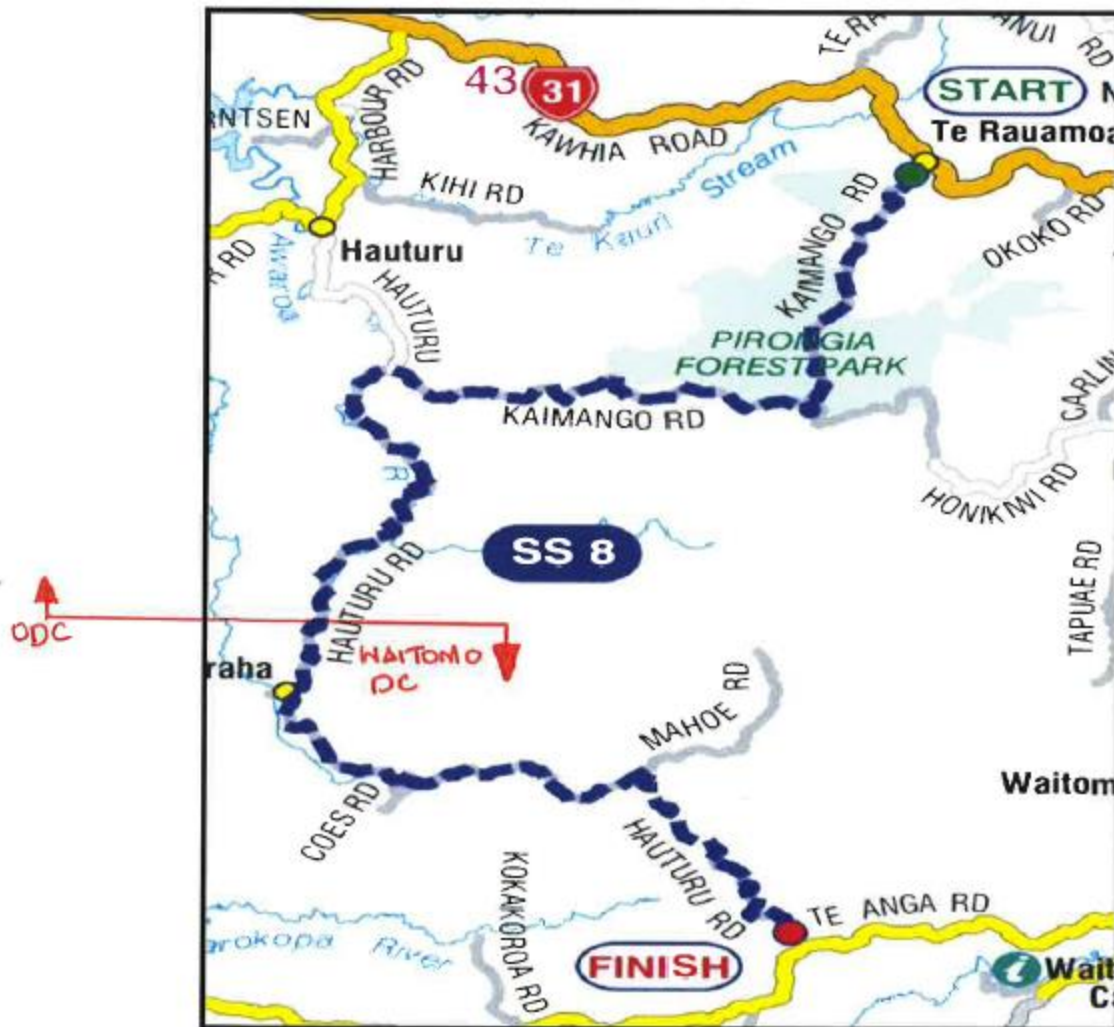
<p>Stage 4: Kaimanga Road – 43.30kms Road Closure: 9:25 – 14:25 (Otorohanga DC)</p>
<p>Start: On Kaimanga Road, 300mts from its intersection with SH31</p>
<p>Past Honikiwi Road</p>
<p>Left into Hauturu Road</p>
<p>Past Toi Road (no exit)</p>
<p>Past Coes Road (no exit)</p>
<p>Past Mahoe Road (no exit)</p>
<p>Finish: On Hauturu Road, 300mts from its intersection with Te Anga Road</p>



Cr

Day 2 – Sunday 25th November 2018

<p>Stage 8: Kaimango Road – 43.30kms Road Closure: 7:30 – 12:00 (Otorohanga DC)</p>
<p>Start: On Kaimango Road, 300mts from its intersection with SH31</p>
<p>Past Honikiwi Road</p>
<p>Left into Hauturu Road</p>
<p>Past Toi Road (no exit)</p>
<p>Past Coes Road (no exit)</p>
<p>Past Mahoe Road (no exit)</p>
<p>Finish: On Hauturu Road, 300mts from its intersection with Te Anga Road</p>



Cr. Johnson / Cr. Williams

ITEM 274 – ANIMAL CONTROL OFFICERS REPORT FOR APRIL TO JUNE 2018

The Environmental Services Manager summarised the report on dog and animal control activities in the District during April – June 2018.

Councillor Klos expressed concern at the difficulty in placing the new dog registration tags on her dogs.

The Environmental Services Manager replied that these are received from a national supplier and that everyone receives the same type of tag.

The Land Management Officer reported that other councils do supply two options, with these being a disc or a traditional tag.

His Worship requested that any other options be explored.

Resolved that the Environmental Services Manager's report on Dog and Animal Control for April to June 2018 be received.

Cr. Pilkington / Cr. Phillips

ITEM 275 – PLANNING REPORT FOR APRIL TO JUNE 2018

The Environmental Service Manager summarised the report on resource consents and planning approvals granted during the period 1 April to 30 June 2018.

The Environmental Services Manager referred to the proposed National Planning standards which have been put out by the Ministry for the Environment for public consultation. He said these standards will force councils to make changes to their District Plans and incur additional expenditure.

The Environmental Services Manager advised that the government plans to gazette these regulations in April 2019 with most councils being given five years from that time to implement the necessary changes. He further reported that these standards will establish a template for the structure of all Regional and District Plans with a view to create greater consistency of the standards and rules contained in plans across all Councils. He said that the introduction of 'Zones' is proposed.

Councillor Klos asked whether Council could push back on these proposals. She said that Council has water standards imposed by central government and now it is proposing to enforce planning standards. Councillor Klos questioned the purpose of Council should it not be able to take responsibility for its own area.

The Environmental Services Manager informed members that the proposal is not saying where Zones will be located it is instead naming of these areas, and should they fit for purpose then it would be necessary for this to be named as such. He said it is still a decision of Council to define the various areas.

Councillor McConnell agreed with Councillor Klos's comments and said this is Otorohanga and any proposals needs to reflect what Otorohanga wants, not the wants and needs of metro areas.

Councillor Christison asked whether council should obtain documents in order to give consideration to making a submission on the proposal.

His Worship replied that at this stage this is a matter for Council staff to work through.

The Chief Executive confirmed that the proposal is essentially a format change.

The Land Management Officer advised that the Waipa District Council is using a Zone based plan.

Resolved that the Planning Report for April to June 2018 be received.

Cr. Phillips / Cr. Klos

ITEM 276 – BUILDING CONTROL REPORT FOR APRIL TO JUNE 2018

The Environmental Services Manager reported that a good steady flow of applications has been received through the Building Department and that the team is doing extremely well in processing these.

Resolved that the Building Control Report for the period April to June 2018 be received.

Cr. McConnell / Cr. Phillips

ITEM 277 – APPOINTMENT OF ADDITIONAL COMMITTEE MEMBER TO DISTRICT LICENSING COMMITTEE

The Environmental Services Manager summarised a report advising that the Chairperson of the District Licensing Committee has requested that Waipa, Otorohanga and Waitomo District Councils approve the appointment of Tegan McIntyre to their respective licensing committees. He said this matter has arisen due to the pending absence of the Chair for a period of four weeks.

The Environmental Services Manager confirmed that the Chair has to receive an appointment from the Councils concerned.

Councillor Johnson reported that Tegan McIntyre is a trainer of other Committee members and is highly experienced in this field.

Resolved that

1. The report from the Environmental Services Manager be received and,
2. That Tegan McIntyre be appointed as a member of the District Licensing Committee and,
3. That the term of this appointment will align with those of the current Committee members and,
4. That in the event of the Deputy Chair being unavailable due to a conflict of interest, Tegan McIntyre is appointed to Chair the District Licensing Committee.

His Worship / Cr. Phillips

ITEM 278 – LEASE OF LAND FOR COMMUNITY MEDICAL HUB

The Land Management Officer informed members that the proposed construction of a proposed Medical Hub on Reserve Land requires a lease to be negotiated between Council as landlord and the successful applicant for the site.

She said under Section 61 (2) of the Reserves Act 1977, the Council is a leasing body for the purposes of the Public Bodies Leasing Act 1969. That Act accordingly applies to this particular lease and under section 9 of the Public Bodies Leases Act Council is required to go through the process of seeking public applications for the lease of the Local Purpose Reserve land at a specified rental amount, for the purpose stated by Council, being that of a community medical hub.

Councillor Pilkington referred to the unimproved land valuation as at 4 November 2011 and queried whether there is a later valuation of the adjoining properties.

The Corporate Services Manager replied that there has been a valuation undertaken since 2011 however, there has been very little change in commercial values.

The Chief Executive advised that in some cases the valuations have actually decreased from this time.

Councillor Johnson as a member of the Otorohanga Charitable Trust declared that he may have a conflict of interest in this matter being discussed.

The Chief Executive said he believed that Councillor Johnson did indeed have a conflict in regard of the second part of the proposed resolution, and should therefore not participate in decision making.

His Worship said that at this stage he could see no conflict of interest for Councillor Johnson.

In reply to Councillor Christison regarding the possibility of a relocated building being placed on the Reserve the Land Management Officer replied that the matter being considered is for the ground lease only.

Councillor McConnell queried the timeframe for the erection of any buildings.

The Land Management Officer replied that this would form part of the application for lease.

Resolved that

1. That Council approves for staff to proceed with the process of calling for applications by public notice to Lease the land classified as Local Purpose Reserve off Kakamutu Road, Otorohanga for the specific purpose of providing a community medical hub to meet the current and future medical needs of the Otorohanga and District Community.
2. That Council approves the recommended rental rate for the Lease area for the proposed new community medical hub of 6% per year of the unimproved land value, based on \$55.00 per metre square and the land having an area of approximately 2500 metres square equating to \$8,250.00 per annum.

His Worship / Cr. Pilkington

It was noted that due to a possible Conflict of Interest Councillor Johnson abstained from voting on the Resolution.

ITEM 279 – MATTERS REFERRED

The Governance Supervisor took members through Matters Referred

The Environmental Services Manager referred to an Item dated 17 April 2018 where he was to organise representatives of the various interest groups to speak to elected members on issues associated with Waikato Regional Council Plan Change 1 Variation 1 and advised that this matter was completed two or three meetings ago.

Reference was made to the item under Councillor Klos dated 15 May 2018 and it was agreed that this be placed on matters referred under the name of Councils Environmental Services Manager.

It was agreed that Mr. Quigly should speak to Council on the social impact and potential of the Waikeria Prison Expansion Project.

AUDIT AND RISK COMMITTEE

Members were provided with a copy of Minutes of a meeting of the Audit and Risk Committee held on 7 May 2018.

Members were informed that the Committee will meet again on 13 August 2018 at 9am whereat the scope of the Audit will be discussed.

Resolved that the Minutes of the Audit and Risk Committee held on 7 May 2018 be received.

Cr. Klos / Cr. Christison

GENERAL

Waikeria Prison

Councillor Klos reported that the I Site will organise an information pack for new residents to the District that might be useful to new employees of the prison.

Arohena Rural Water Supply Scheme

Councillor Klos expressed her appreciation to Councils Executive Assistant for facilitating contact of Committee Members when the Huriremu Reservoir ran dry, on a Sunday. She said residents on Huriremu Road were also very pleased to receive a visit from Council's Engineering Manager in relation to the condition of their road.

Road Signage – Waipapa Road

Councillor Klos informed members that appropriate signage indicating a dangerous section of road has been placed outside her property.

LGNZ Conference

Councillor Williams expressed her thanks to Council for allowing her to attend the recent LGNZ Conference. She said the theme of the Conference was futureproofing for a prosperous future. Councillor Williams reported that there were good speakers at the Conference however, she thought there would be more input regarding leadership.

Councillor Williams referred to the Local Government Commission's statement on localism and felt the figures used are still not recognising what is needed within this Community.

Members were informed that localism is about increasing the share of government expenditure that is controlled by local government.

His Worship advised that this allows an opportunity for Local Councils to create 'something special' within their District rather than being controlled by Central Government.

The Lines Company

Councillor Williams asked members whether they had any queries or questions for The Lines Company.

Councillor McConnell referred to the matter of the Company cleaning up their mess after having carried out work.

Councillor Williams said this is a matter of communication with land owners of the properties where the work had been conducted.

Beattie Home Facility

Councillor Johnson reported that the Firewall upgrade has now been completed at Beattie Home and that it must be the most compliant rest home throughout the country. Councillor Johnson further reported that concept plans are being prepared for a Dementia Unit at the home. He said this when completed will be run by the District Health Board.

Proposed Milk Factory

In reply to Councillor McConnell as to what the company may do on their land the Environmental Services Manager replied that consent has been approved for them to undertake pre-construction earthworks.

Former Royal Hotel

Councillor McConnell informed members that a sold notice has been erected on the former Royal Hotel building. He advised that it is intended that the building will not be demolished but the new owner is open to ideas for this facility to be utilised.

Rates Newsletter

Councillor McConnell referred to the newsletter to be included with the first installment of the 2018 – 2019 rates and said that he would have liked the Board to be asked whether they had any items to be included in the newsletter.

The Chief Executive replied that some content items were requested from Council / Board to be included in the newsletter.

Councillor McConnell said he would just like an opportunity given to members.

The Chief Executive replied that these will be recorded on an ongoing basis.

Former Otorohanga Girl Guide Hall

Councillor McConnell reported that there are some people within the Community wishing to see the former Otorohanga Girl Guide Hall demolished. He said however, this will not happen however it has been requested that the exterior of the building be cleaned as soon as possible.

The Chief Executive advised that he has instructed Councils Community Facilities Officer to have this work carried out. The Chief Executive further advised that a concept design for external refurbishment has been prepared which staff will progress.

Otorohanga Farmers Expo

Councillor Phillips reported that the recent farmer's night was a fantastic event and well run. He said it showcased businesses in Otorohanga.

His Worship agreed with Councillor Phillips on the fantastic Farmers Expo held recently at the Otorohanga Club.

Library Reports

Councillor Phillips asked whether there will be a report on Library activities in the near future.

The Corporate Services Manager replied that the District Librarian has been off on leave, but intends to come back on a part time basis. He said a report will be prepared in due course.

Likewise with the Otorohanga Gym and Pool complex, Councillor Phillips said it would be interesting to hear how this activity is progressing.

Councillor Pilkington suggested that this item will come under the quarterly routine engineering report.

LED Lighting

Councillor Phillips reported that the installation of LED lighting around the Community is fantastic and asked whether this project has come to its end.

The Chief Executive replied that he thought all installations have been carried out however, there are some gaps in lighting where additional LED lighting could be installed. He said this is a good opportunity for members to drive around and check the various gaps in lighting.

Truck Parking

Councillor Phillips reported that trucks are parking overnight in the parking area adjacent to the Kio Kio School and are ripping up the road base. He suggested that Council push central government to provide off road parking for trucks throughout the country.

Councillor Klos advised that similar problems are being experienced at the Arohena Hall.

Leave of Absence

Councillor Phillips requested leave of absence for Council's meetings to be held during September and December 2018.

Councillor McConnell also requested leave of absence for Council's November 2018 meeting.

His Worship

His Worship reported on his attendance at the LGNZ National Conference covering such matters as waters, procurement of potable water and drinking water standards.

His Worship said the highlight of the event was when he signed the Memorandum of Understanding with Ministers and Mayors on behalf of Mayors Taskforce for Jobs.

He said this document will give local government an opportunity to work at grass roots level with central government on items such as drivers licensing training. He said the intention of the agreement is to make Communities better.

Sub Regional Waikato Economic Action Plan Committee (SWEAP)

The Land Management Officer provided an update on behalf of the project team for SWEAP. She reported that three District workshops have been held with similar results and an explosion of interested parties. She outlined the key opportunities and the focus for this District such as housing, accommodation and the proposed dairy factory.

The Officer reported that during the second week of August 2018 it is the intention to meet with the Governance group.

Otorohanga Library Kotui System

The Corporate Services Manager referred members to the Kotui system which Council previously elected to operate and said that all but two Waikato Councils had now adopted this system. He said next month there is a meeting with Library Managers in terms of investigating a library service to enable all Libraries throughout the country to be on the same platform.

MEETING CLOSURE

The meeting concluded at 12.09pm

SIGNED: _____

DATED: _____

