



Ōtorohanga Community Board

AGENDA

WEDNESDAY 4 MARCH 2020

4.00pm

Members of the Ōtorohanga Community Board

Board Member Neville Gadd (Chair)
Board Member Kat Brown-Merrin
Board Member Alan Buckman
Councillor Katrina Christison
Board Member Peter Coventry
Councillor Paul McConnell

ŌTOROHANGA COMMUNITY BOARD

WEDNESDAY 4 MARCH 2020

Notice is hereby given that an Ordinary meeting of the Ōtorohanga Community Board will be held in the Council Chambers, 17 Maniapoto Street, Ōtorohanga on Wednesday 4 March 2020 commencing at 4pm.

28 February 2020

Tanya Winter
CHIEF EXECUTIVE

AGENDA

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ITEM 18 CHAIRPERSONS REPORT – VERBAL

ITEM 19 CHIEF EXECUTIVE REPORT 17 DECEMBER 2019 – 17 FEBRUARY 2020

**TO: CHAIRPERSON AND MEMBERS
 ŌTOROHANGA COMMUNITY BOARD**

FROM: CHIEF EXECUTIVE

DATE: 4 MARCH 2020

Relevant Community Outcomes

- Ensure services and facilities meet the needs of the Community
 - Foster an involved and engaged Community
-

Executive Summary

The purpose of this report is to inform Council of the key focus areas for the Chief Executive in the last month. This is the first report for the new calendar year 2020.

Recommendation

It is recommended that the report is received.

1. Health, Safety and Wellbeing

Looking Back:

- There continues to be growing engagement around health, safety and wellbeing matters across Council, with significant engagement by the new HSW committee members.
- One event was recorded between December 2019 and January 2020. This related to a staff member being exposed to a wasp nest. There are no outstanding corrective/preventative actions relating to this event.
- The Water Services risk register is currently being reviewed by staff
- Council's first ever First Day Back initiative was held in January. The themes were around sun smart, healthy eating and regaining "match" fitness. All staff attended the introductory session with approximately 15 attending sessions throughout the day. Feedback has been positive.
- E-road (monitored GPS) has been upgraded in all vehicles. An improvement has already been seen in driver behaviour.
- The H,S&W Advisor is attending Waikato LASS H&S Managers meetings to share information and collaborate on regional H&S initiatives.

Looking Forward:

- It is the intention that site safety inspection requirements will be introduced across the whole organisation, not just on our contractors but also our operational staff.
- A focus on the water treatment plants compliance:
 - An approved fire evacuation scheme to comply with the Fire Safety and Evacuation of Buildings Regulations 2006 due to the quantity of chlorine gas stored onsite.
 - Hazardous substances including emergency evacuation
- Quarterly vehicle inspections have been put in place for staff who are assigned a council vehicle.
- A Mental Health in the Workplace workshop is being held in February 2020.

2. CouncilMARK

As elected members are aware, this year we have signed up for a programme that is offered through Local Government NZ called CouncilMARK. This programme will provide us with a structured framework against which we will assess our current performance across a range of areas. It will help us identify our strengths and where improvements can be made, and help us focus on how and where we could be spending our time wisely to get the

“best bang for our (and ultimately the community’s) buck”. Our current vision is to be the best small rural council in New Zealand. This programme is all about continuous improvement and helping us to get there.

One of two key elements to CouncilMARK is the self-assessment that we are required to complete. A number of staff will be involved in contributing to that. The second element is the external assessment. In May we will have two assessors visit us for two days to talk to elected members, staff, and some members of our community in order to verify what we have included in our self-assessment.

Brendan O’Callaghan has taken on the role of Project Manager for CouncilMARK, and he will report to me as Project Sponsor. You can find more information here <https://www.lgnz.co.nz/about-councilmark/>

3. Long Term Plan 2021

I am delighted to report that we have attracted a number of high quality applicants for the role of Strategic Planner and we are now in the final stages of recruitment. In the mean time we reached out across our networks and were fortunate enough to secure Ross McNeill on an interim part-time basis to kick start our LTP process. We have done that so that we keep the momentum going and get some key pieces of work underway. Ross has already met with the Project Team, and drafted a scoping document and timeline for the LTP process. Until late 2019 Ross was Chief Executive of Rangitikei District Council. Prior to that he was Group Manager Policy and Strategy and Deputy CE at Waipa District Council. Ross is currently residing in Hamilton, so he knows the Waikato well and is ideally located to help us with this work. Ross will be reporting to Graham Bunn as will the Strategic Planner when they are on board.

4. Waikato Mayoral Forum Retreat

In my role as Chair of the Waikato CE Forum I have been working with Mayor Allan Sanson who is Chair of the Waikato Mayoral Forum to put together the region’s first post-election Mayoral Retreat. This will take place 20-21 February and will be externally facilitated to ensure that everyone is able to participate. The aim of the retreat is to encourage a whole of region approach to the issues we face in common, to agree on the key regional priorities for the next three years, and to formulate a workplan that the CE Forum can support. This is an exciting opportunity for the Waikato to position itself as a key player in the national economy and to lead the way on a range of innovative responses to our key challenges.

5. Other Meetings/Activities

With Christmas and the birth of my first mokopuna in January most of December/January was spent away from the office on leave. I would like to thank Council and my staff for being so supportive while I took time off with my family. Aside from this most of my meetings have been in-house with staff preparing for the year ahead. In February I have attended:

- Pamela Peters re. six month performance review
- Waikeria Prison monthly meeting
- SOLGM Strategy Day
- Speed management briefing
- Ōtorohanga Community Board meeting
- Stopbank leases
- Hamilton-Waikato Tourism re. sealing Raglan Rd
- Rural Water Scheme Committee workshop

Tanya Winter

CHIEF EXECUTIVE

ITEM 20 **GOVERNANCE DELEGATIONS TO ŌTOROHANGA COMMUNITY BOARD**
TO: **CHAIRPERSON AND MEMBERS**
 ŌTOROHANGA COMMUNITY BOARD
FROM: **GROUP MANAGER CORPORATE**
DATE: **4 MARCH 2020**

Relevant Community Outcomes

- Foster an involved and engaged Community
-

Executive Summary

The Local Government Act 2002 (LGA) allows Council to delegate to other subordinate bodies authority to exercise Council's responsibilities, duties or powers on its behalf.

Recommendation

It is recommended that:

- The Ōtorohanga Community Board recommends to Council that The Terms of Reference for Governance delegations to the Ōtorohanga Community Board are approved.

Background

Councils delegations to subordinate bodies, forms part of the Delegations Manual which is currently under review.

Delegation is the transfer of a duty or power to act on behalf of another, including the authority that the person or body making the decision would themselves have had in carrying out that duty or exercising that power.

These delegations promote effective and expeditious decision-making. Delegations avoid administrative delays and inefficiencies that might occur if all matters were referred to Council.

Current Situation

Governance delegations to subordinate bodies can only be given by Council Resolution and this has to be passed in order to give them the authority to exercise Council's responsibilities, duties or powers on its behalf.

Council and both Community Boards have reviewed the delegations to the Community Boards through a number of workshops and the proposed Terms of Reference reflect those changes. Separate Terms of Reference are yet to be developed regarding the Power to Act in relation to Reserve Funds and also the Community Board Discretionary Fund. These will be developed in conjunction with the two Community Boards.

The proposed delegations to the Community Boards were due to be confirmed at the Council Meeting of 18th February, but this was withdrawn to allow further consideration by the Community Boards.

Options

There are two options available to the Ōtorohanga Community Board.

- 1) That the Ōtorohanga Community Board accepts the Governance delegations to the Board as contained in the Terms of Reference.
- 2) That the Ōtorohanga Community Board doesn't accept the Governance delegations to the Board as contained in the Terms of Reference.

Assessment of Options

The proposed delegations have been reviewed by Council and the Community Boards through a number of workshops. If there are no specific delegations in place, then the Community Board would operate as per the roles set out in Section 52 of the Local Government Act.

S52 Local Government Act 2002

- 1) Represent, and act as an advocate for, the interest of the community
- 2) Consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board.
- 3) Maintain an overview of services provided by the territorial authority within the community
- 4) Prepare an annual submission to the territorial authority for expenditure within the community
- 5) Communicate with community organisations and special interest groups within the community
- 6) Undertake any other responsibilities that are delegated to it by the territorial authority

Preferred Option and Reason

The preferred option is option 1, That the Ōtorohanga Community Board accepts the Governance delegations to the Board as contained in the Terms of Reference. This aligns with the establishment of those committees and the purpose for their existence.

Graham Bunn

GROUP MANAGER CORPORATE

**TERMS OF REFERENCE FOR THE
KAWHIA AND ŌTOROHANGA COMMUNITY BOARD
FOR THE 2019-22 TRIENNIUM**

1. ESTABLISHMENT

The Community Boards are a separate entity to the Council. The role of a Community Board is set out in Section 52 of the Local Government Act 2002. The Council is authorised to delegate powers to the Community Boards. Council has made the following specific delegations, to be exercised in accordance with Council policy.

For the avoidance of doubt, nothing in these delegations authorises a Community Board to deal with a matter, in the exercise of delegated authority, in a manner which is conflict with any policy or decision of the Council or any standing committee of the Council in relation to the same matter.

2. MEMBERSHIP

Ōtorohanga Community Board

Membership (6 members)

Chair (elected by the Board)

Deputy Chair (elected by the Board)

4 Elected Community Board Members

2 Ward Councillors (appointed by Council)

Quorum – 3 members

Meeting Frequency – Monthly

Reports To – Council

Kawhia Community Board

Membership (5 members)

Chair (elected by the Board)

Deputy Chair (elected by the Board)

4 Elected Community Board Members (3 from Kawhia Community, 1 from Aotea Community)

1 Ward Councillors (appointed by Council)

Quorum – 3 members

Meeting Frequency – Monthly

Reports To – Council

3. S.52 LOCAL GOVERNMENT ACT 2002

1. Represent, and act as an advocate for, the interests of its community
2. Consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board
3. Maintain an overview of services provided by the territorial authority within the community
4. Prepare an annual submission to the territorial authority for expenditure within the community
5. Communicate with community organisations and special interest groups within in the community
6. Undertake any other responsibilities that are delegated to it by the territorial authority.

4 POWER TO ESTABLISH COMMITTEES AND SUB-COMMITTEES

UNDER CLAUSE 30(1) & (2), SCHEDULE 7 OF THE LGA, A COMMUNITY BOARD MAY APPOINT THE COMMITTEES AND SUBCOMMITTEES THAT IT CONSIDERS APPROPRIATE. A COMMITTEE MAY APPOINT THE SUBCOMMITTEES THAT IT CONSIDERS APPROPRIATE, UNLESS IT IS PROHIBITED FROM DOING SO BY THE COMMUNITY BOARD. A COMMITTEE OR SUBCOMMITTEE IS, UNLESS A COMMUNITY BOARD RESOLVES OTHERWISE, DISCHARGED WHEN MEMBERS ELECTED AT A SUBSEQUENT TRIENNIAL GENERAL ELECTION COME INTO OFFICE.

Under Clause 31(4), Schedule 7 of the LGA, the members of a committee or subcommittee may be, but are not required to be, elected members of a local authority. A community board or committee may appoint a person who is not a member of the local authority to a committee or subcommittee if, in the opinion of the community board or committee, the person has the skills, attributes or knowledge to assist the committee or subcommittee.

At least one member of a committee must be an elected member of the community board. A staff member of the local authority, in the course of their employment, can be a member of a subcommittee but not a committee.

DELEGATED POWERS

General

1. To maintain an overview of services provided by the Council within the Community Board's area.
2. To represent, and act as an advocate for, the interests of the community represented.
3. To consider and report on all matters referred to the Board by the Council.
4. To communicate with community organisations and special interest groups within the community.
5. To undertake any other responsibilities that are delegated to it by the Council.
6. To appoint a member of the Community Board to organisations approved by the Council from time to time.

POWER TO ACT

Reserve Funds

1. Full decision-making authority on the use of Reserve Funds in accordance with the Terms of Reference for the fund (note: these need to be developed)
 - a. Ōtorohanga General Reserve Fund (OCB)
 - b. OCB Property Development Reserve (OCB)
 - c. Kawhia Reserve Fund (KCB)

Discretionary Fund

1. Full decision-making authority on the use of the Board's discretionary fund in accordance with the Terms of Reference for the fund (note: these need to be developed)

POWER TO RECOMMEND

Long Term Plan/Annual Plan/ Policy Issues

1. Authority to make a submission to the Long Term Plan/Annual Plan process on activities, service levels and expenditure (including capital works priorities) within the Board's area or to make a submission in relation to any policy matter which may have an effect within the Board's area.

Advocacy/Submission to Other Agencies

1. Recommend to Council inclusions to submissions/advocacy to external organisations

ITEM 21 **UPDATE ON THE ŌTOROHANGA COMMUNITY BOARD WALK AROUND ŌTOROHANGA**

TO: **CHAIRPERSON AND MEMBERS**
ŌTOROHANGA COMMUNITY BOARD

FROM: **COMMUNITY FACILITIES OFFICER**

DATE: **4 MARCH 2020**

Relevant Community Outcomes

- The Ōtorohanga District is a safe place to live
- Ensure services and facilities meet the needs of the Community
- Foster an involved and engaged Community

Executive Summary

In 2019, the Ōtorohanga Community Board walked around Ōtorohanga and compiled a document identifying areas of concern or possible improvement. This report provides further feedback to the Community Board on the steps taken since the previous report.

Staff Recommendation

It is recommended:

That the report be received

Report Discussion

Each item raised is recorded in the table below along with associated comments.

ITEM	COMMENTS / STATUS AS AT 29/7/19	SERVICE REQUEST NUMBER	Expected Completion Date
Pou showing signs of fading and algae growth.	Quote has been accepted now awaiting contractor to complete job	1902072	31 March 2020
Expedite the completion of the memorial cannon and return them to the park.	Jared has now taken over this project.	1902073	31 March 2020
Millennium "Te Rohe Potae" sculpture base (raw pounamu) needs cleaning, plaque at the base to be replaced. Descriptive story panel needs cleaning.	Staff and designer are finalising the proof of the map in order to replace the sign.	1902075	6 March 2020
Faded yellow line at the edge of the platform.	This work has been programmed to be done in conjunction with the painting of the railway station	1902079	20 March 2020
Remove Flaxes at railway station	Programmed to be completed	2000595	13 March 2020
Renewal of Ōtorohanga entry signs near the cemetery?	Completed	1902076	

Jared le Fleming
COMMUNITY FACILITIES OFFICER

**REPORTS 22 - 23 WERE RECEIVED BY THE ŌTOROHANGA DISTRICT COUNCIL
AT THE MEETING OF 18 FEBRUARY 2020**

ITEM 22 **ROUTINE DISTRICT LIBRARY REPORT**
TO: **CHAIRPERSON AND MEMBERS**
 ŌTOROHANGA COMMUNITY BOARD
FROM: **DISTRICT LIBRARIAN**
DATE: **4 MARCH 2020**

Relevant Community Outcomes

- Ensure services and facilities meet the needs of the Community
-

Executive Summary

This report outlines activities at the Ōtorohanga District Libraries for the period October 2019 to January 2020.

Recommendation

It is recommended that:

1. The District Librarian's quarterly report be received.

Library Staffing

Student shelver Jodie Oliver resigned from her position at the end of January to attend school outside the district. We have appointed Ōtorohanga College student Dianne Bailey as her replacement. Dianne has been a regular library patron since she was a primary school student.

At Kawhia Library, Annette McGregor has stepped in to provide staffing coverage for Linda Wix, as required.

Library Programmes

- *Christmas Crafts*
On Wednesday 18 December we held a Christmas craft-making session in the Library. Around 16 participants created an ornament and a Christmas card, and decorated their own wrapping paper.

Thanks to Molly and Fiona's preparation, the children were absorbed in their tasks and the morning went very smoothly. Several families stayed on after the programme to choose books for the holidays.

- *Summer Holiday Reading Programme*
Approximately 60 children and adults attended the finale of our summer holiday reading programme "*The Great Reading Carnival*" at the St John's Ambulance Hall on Wednesday 29 January.

Councillor Annette Williams presented certificates and books to the 30 children who successfully completed the six-week programme. The audience were treated to a very professional and lively performance from entertainers "*Circus in a Flash*" and everyone then enjoyed a Subway lunch together.

Our summer reading programme (supplied by the E.C. Read'N Trust) is focussed on maintaining children's literacy skills throughout the summer break. One parent commented:

"Fantastic programme – often tell people how good it is".

- *After-school Lego club*
Library staff have decided that for 2020 we will schedule the Lego Club on the last Tuesday of the month at the Library. This should allow staff more time to plan for each session, and make the logistics easier to manage.
- *Wriggle & Rhyme*
Our long-standing Wriggle & Rhyme programme for pre-schoolers re-commences for 2020 on 14 February. New parents and their 0-2 year-olds continue to enjoy participating in this programme, and library staff have added new elements (such as a story reading) to keep the sessions engaging for all.
- *Oto Tots/Storytime*
Staff have been evaluating our programme for 2-4 year-olds. A significant amount of staff time and effort has been required to prepare and present the Oto Tots programme and attendance numbers at some sessions have been disappointing. We will experiment with a more story-based session for Term 1 and work at building on relationships with parents and caregivers.
- *Adult Book Discussion Group*
The book discussion group will re-convene monthly in the Library for 2020. Our staff have prepared a schedule of reading challenges for members for the year ahead.

Programme Attendance Statistics (Term 4, 2019)

	Number of sessions	Total Number of Participants
Wriggle & Rhyme	9	65
Oto Tots	9	39
Lego Club	4	19
Book Discussion Group	3	19

Kawhia Library Collection

Collections of books from Ōtorohanga Library are sent to Kawhia Library on a regular basis. Currently there are around 200 items on six-month loan. Books are chosen by Ōtorohanga staff according to guidelines from Kawhia Library staff and include a selection of popular fiction, large print and general non-fiction.

Items requested by residents at Kawhia (including audio books) are supplied either from Ōtorohanga stock or via the inter-library loan system.

During 2019, we embarked on a project to withdraw old, non-issuing books from Kawhia Library. To date, 282 items have been removed and sent to Ōtorohanga for recycling. We now regularly assess items which have not been issuing at Ōtorohanga for possible transfer to the Kawhia collection.

Aotearoa People’s Network Kaharoa (APNK)

Our public computers continue to be in steady demand – on occasion during the school holidays all four Chrome stations and four Chromebooks were in use by customers.

The APNK staff will be offering learning sessions (via Zoom meeting) for library staff throughout the country. These sessions should help to keep us informed about ways to solve problems and provide a better service for our users.

The name and password for the publicly-available APNK Wi-Fi will be changed during March. Publicity materials will be made available to advise customers of the changes.

At Kawhia, the Wi-Fi connection is definitely the most popular APNK service. Library staff report that customers have had difficulty adjusting to the Chrome station’s operating system.

Kōtui Library Managers' Meeting

I attended this meeting at the Department of Internal Affairs, Wellington, on 11-12 November. There are currently 39 councils which are members of this consortium with (I understand) a further two councils due to join during 2020. Over 60 staff from participating libraries attended.

Much of the meeting agenda consisted of updates from the staff at the Kōtui/APNK office in Christchurch relating to product usage and enhancements. Ensuring privacy of our users' data is a concern and there are plans to improve the management of service requests. A formal re-tendering process may be required by the DIA for the Symphony software used by the consortium.

Kōtui member libraries have established a Cataloguing Working Group and a Customer Experience Working Group to advise on best practices and to enable sharing of expertise.

This meeting was a good opportunity to meet a number of library managers that are new to the consortium and to discuss mutual experiences.

Waikato/Bay of Plenty Library Managers' Meeting

I attended this meeting held in Te Kuiti on Thursday 21 November. Around 20 library managers from the wider region attended, as did Hilary Beaton, the Executive Director of PLNZ (Public Libraries of New Zealand).

Hilary, who is based in Wellington, has reported back on the meeting:

"A recent trip to the Waikato/Bay of Plenty resulted in a gathering of 20 managers from across the region. It was a great turn-out, and I was reminded yet again of the value of belonging to a network of professional colleagues. As we went around the room to learn of the pressing challenges and achievements of each district library, the same themes emerged; the relationship with Council, the issue of freedom of speech, staffing or lack of, customer service vs customer experiences, increase in anti-social behaviour, new builds versus refurbishments, eradicating barriers to services and programmes, alternative paths to revenue generation, implementing new technologies whether RFID or VR, changes in the library sector including retirements and recent appointments."

Usage Statistics

Ōtorohanga Library (1 July 2019 to 30 January 2020)

	2019/20	2018/19
In-person visits	19,042	20,218
Materials Issued	21,433	22,666
e-book & e-audiobook Downloads	852	524
Computer Sessions (APNK)	3,233	3,764
Wi-Fi Sessions	10,690	n/a
New Members	142	142

Kawhia Library (1 July 2019 to 30 January 2020)

	2019/20	2018/19
Materials Issued	1,125	1,072
PC Computer sessions (APNK)	42	127
Wi-Fi sessions	10,393	n/a
New members	6	8

Sarah Osborne

DISTRICT LIBRARIAN

ITEM 23 **ROUTINE COMMUNITY & ECONOMIC DEVELOPMENT MANAGER’S REPORT**

TO: **CHAIRPERSON AND MEMBERS**
ŌTOROHANGA COMMUNITY BOARD

FROM: **COMMUNITY & ECONOMIC DEVELOPMENT MANAGER**

DATE: **4 MARCH 2020**

Relevant Community Outcomes

- Ensure services and facilities meet the needs of the Community
 - Provide for the unique history and culture of the District
 - Foster an involved and engaged Community
 - Ōtorohanga District is a safe place to live
 - Promote the local economy and opportunities for sustainable economic development
-

Executive Summary

This report is to inform Council of the purpose and key focus areas of the Community and Economic Development Manager since the role was established near the end of 2018. Future reporting will be completed on a more routine basis at regular intervals.

Recommendation

It is recommended that the report is received.

Background

Ōtorohanga District Council recognises that Community and Economic Development is the key ingredient for a thriving, prosperous and healthy community which in turn leads to greater economic activity and community well-being outcomes.

The purpose of the Community and Economic Development Manager role is to provide leadership and support to projects, relationships, processes, and collaborative initiatives that help grow and develop the Ōtorohanga district in support of Council’s commitment to Community and Economic Development. This is achieved by:

- Promoting increased iwi and community participation in Council planning, consultation and democratic processes.
- Supporting the development of community initiatives and the capacity of communities and groups to implement their own projects.
- Assisting with brokering and managing external relationships with key stakeholders across the whole public and private sector.
- Advocating and supporting Council’s commitment to our partnership with iwi through respectful engagement and collaboration with iwi authorities mandated to represent tangata whenua of the district, recognising and valuing the principles of the Treaty of Waitangi.
- Supporting the growth of the economy through strategic partnerships that enable opportunities for development.
- Facilitating, advocating and promoting sustainable development within the District.

The day to day functions (Business as Usual) the Community and Economic Development Manager oversees on behalf of Council are reflected in these key focus areas;

- Funding advice
- Community support
- Project advice and support
- Community Education
- Community Council Liaison
- Consultation
- Policy Advice and Report Writing
- Representation
- Stakeholder Relationships

Below are some examples of the different matters I have been, or are involved in since my role was developed, with many of these requiring ongoing attention to result in positive long term outcomes for our community.

Ngāti Maniapoto Treaty Settlement – managing the operational relationship between Council and Te Arawhiti through settlement discussions, leading cultural redress proposals, preparing reports and workshops to Council on Treaty negotiations that involve Council.

Iwi Relationships – promoting and brokering iwi relationships with other internal departments and providing advice on the right iwi representatives to include on matters according to each iwi group area of interest.

Sport Waikato – managing the review of the Service Agreement, assisting with the development of the District Sports Plan, assisting with District Sports Awards, assisting with the discussion about Bikes in Schools, advising on community workshops to build capability, capacity and financial sustainability across sport and recreation providers.

Te Waka/SWEAP/Hamilton Waikato Tourism – managing the day to day relationships and working collaboratively with the Regional Economic Development Agency (Te Waka), Hamilton Waikato Tourism (HWT) and providing project support to the Sub-regional Waikato Economic Development Action Plan (SWEAP).

Ōtorohanga District Development Board (ODDB)/Ōtorohanga Business Association (OBA) – acting as a Council point of contact for collaborative working opportunities.

Social Services Support – liaising with the Support House, Churches, community groups, other service providers and government agencies to collaboratively support local solutions to current issues.

Waikato Regional Cycle Trails Network – representing Council in this regional forum to promote and establish cycle trails in the Ōtorohanga District for local and regional benefits. Heartland Rides are currently being progressed for our district to connect us with the national cycle trail network and further promotional opportunities.

Walking Access Commission – representing Council to promote and protect public access for recreational activities on public land within the district. Supporting the facilitation of solutions when issues of conflict arise from competing or conflicting public use for example, trampers on the Te Araroa trail inconveniencing farmers and/or hunters.

Motorhome Friendly Town Proposal – project managing the development of this proposal to encourage possible economic benefits by receiving the official status of being a Motorhome Friendly Town. Working collaboratively with other internal departments and external stakeholders.

Kawhia Projects Trust, New Playground Proposal – working with other internal departments and key external stakeholders to support the build of the new playground through the appropriate Council processes.

Girl Guide Hall – managing the review and investigative work for considerations of the future options for the former Girl Guide hall.

Council Occupancy Policy Development – project managing the development of Council Occupancy Policies, working collaboratively with other internal departments and in consultation with affected parties.

Council Smoke Free Environments Policy Development – developing a policy to establish smoke free public places within key identified areas, working collaboratively with other internal departments.

Stopbank Pathway – leading the project team through the consultation phase of the stopbank pathway project and continuing to advocate for the needs of the varying community organisations with interests in the pathway/river area.

Long Term Plan 2021-2031 - planning forward I will be working in the LTP project team to assist the organisation through the next Long Term Plan process particularly around the aspects of a community engagement plan and identifying key stakeholders to support meaningful engagement and collaborative working opportunities.

Patricia Ambury

COMMUNITY & ECONOMIC DEVELOPMENT MANAGER

BOARD MEMBER UPDATE