

OPEN MINUTES



Ōtorohanga Community Board

Te Poari Hapori o Ōtorohanga

Open Minutes of an ordinary meeting of the Ōtorohanga Community Board held in the Waikōwhitiwhiti Room (Council Chamber) at Ōtorohanga District Council, 17 Maniapoto Street, Ōtorohanga on **Tuesday, 2 April 2024 commencing at 4.00pm.**

Tanya Winter, Chief Executive

4 April 2024

Elected Member attendance

Chairperson	Upoko	Councillor Katrina Christison	Attended
Deputy Chairperson	Upoko Tiriwā	Peter Coventry	Attended
Member	Mema	Kat Brown-Merrin	Attended
Member	Mema	Jo Butcher	Apology
Member	Mema	Councillor Steve Hughes	Apology
Member	Mema	Tori Muller	Apology

Quorum

A majority of members (including any vacancies).

Senior staff in attendance

Chief Executive	Tanya Winter	Apology
Group Manager Business Enablement	Graham Bunn	Attended
Group Manager Engineering & Assets	Mark Lewis	Apology
Group Manager Regulatory & Growth	Tony Quickfall	Apology
Group Manager Strategy & Community	Nardia Gower	Apology
Chief Advisor	Ross McNeil	Apology

These unconfirmed Minutes were prepared by Manager Governance, Kaia King and approved by Graham Bunn.

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There were no reports.	
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Public excluded | Take matatapu

There were no reports.	
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Opening formalities

Commencement of meeting | Te tīmatanga o te hui

Chairperson Christison declared the meeting open at 4.00pm.

Opening prayer/reflection/words of wisdom | Karakia/huritao/whakataukī

Board Member Brown-Merrin provided the following words of wisdom: *“Alone we can do so little. Together we can do so much”* by Helen Keller.

Apologies | Ngā hōnea

Resolved O69: That the Ōtorohanga Community Board receive and accept the apologies from Board Members Jo Butcher and Tori Muller and Councillor Steve Hughes for non-attendance.

Deputy Chairperson Coventry | Board Member Brown-Merrin

Public forum | Hui tūmatanui

Trish Fisher on the Ōtorohanga Railway Station 100 year anniversary.

Ms Fisher advised the event is scheduled for 8 June. The organising committee are looking to close Wahanui Crescent. She outlined the event activities and noted the estimated budget was just over \$11,000. She advised the committee had raised \$210 to date with funding requests made to several organisations. In response to a query from Board Member Brown-Merrin, Ms Fisher stated the outcome of the funding requests would be known by the end of April.

In response to an offer of a sound system from Deputy Chairperson Coventry, Ms Fisher noted the committee’s budget was for the ideal scenario and would look at opportunities to reduce costs if sufficient funding was not obtained.

Bill Millar

Mr Millar outlined several matters including the event at Orakau which he sought to be included on the history wall outside the ŌDC building. Chairperson Christison advised the wall belonged to Kiwiana and not ŌDC however she would initiate a discussion with Kiwiana. (staff lodged service request 2401061)

Mr Millar noted there was not 24/7 access to a unisex disabled public toilet in the Ōtorohanga township. Chairperson Christison advised ŌDC staff were intending to make changes to the existing public toilet to

accommodate a toilet as requested. There were matters to be worked through including security, ramp access etc. (staff lodged service request 2401071)

Mr Millar requested the tree outside the Ōtorohanga public toilets be removed and lawn tidied up and maintained. He also requested a ramp and footpath be created in front of the car parking area. Chairperson Christison advised that the car park may not be ŌDC property however this matter would be referred to staff. (staff lodged service request 2401072)

Mr Millar advised of a water leak by the Ōtorohanga Fire Station. Chairperson Christison queried if a service request had been raised. Mr Millar advised he had let the customer service team know. Chairperson Christison advised staff would follow the matter up. (staff lodged service request 24010731)

Mr Millar raised concern that the men’s urinals in the public toilets flushed all night and were wasting water. Chairperson Christison stated she hadn’t considered the matter but would follow up with staff. (staff lodged service request 2401074)

Mr Millar raised concern around the limestone being dragged onto the street outside Groundspread. Chairperson Christison advised staff will consider what action could be taken. (staff lodged service request 2401075)

Late items | Ngā take tōmuri

There were no late items.

Declaration of conflict of interest | Te whakapuakanga pānga taharua

There were no declarations made.

Confirmation of minutes | Te whakaū i ngā meneti

Resolved O70: That the open minutes of the Ōtorohanga Community Board meeting held on 4 March 2024, having been circulated, be taken as read and confirmed as a true and correct record of that meeting.

Chairperson Christison | Board Member Brown-Merrin

Decision reports | Ngā pūrongo whakatau

There were no reports.

Information only reports | Ngā pūrongo mōhiohio anake

Item 27: Proposed Road Naming and Numbering Policy

ŌDC’s Andrew Loe took the report as read, noting the purpose was to bring the matter to the Board’s attention. He referred the Board to one matter that wasn’t in the report, the addition of road names already existing.

Resolved O71: That the Ōtorohanga Community Board receive the report titled ‘Item 25: Proposed Road Naming and Numbering Policy’ (document number 746548) from Andrew Loe, Policy Advisor.

Deputy Chairperson Coventry | Board Member Brown-Merrin

Public excluded | Take matatapu

There were no reports.

Board projects

Project 1: Picnic in the park 2024 (project closed)

Board Member Brown-Merrin provided an update on her observations at the event. She said the event was well attended and there were lots of children playing. The Board were intending to publish a post to Facebook thanking those who contributed to the successful event.

Chairperson Christison acknowledged Envirowaste who dropped the rubbish bins off and picked them up.

Deputy Chairperson Coventry stated the climbing at the Harvest Centre that evening had a good turnout and thanked Board Member Muller for organising the event.

Project 2: Ōtorohanga hauora and connectivity trail

Chairperson Christison advised the project team had plans of some basic equipment and had received quotes. The team were now liaising with ŌDC staff on installation matters.

Project 3: Ōtorohanga kai forest (project closed)

Project 4: Ōtorohanga dog park

There was no update as Board Member Butcher was absent.

Other business | Ētahi atu take**Board Member updates**

There were no updates.

Community Board discretionary fund

There were no grants given.

Resolution register

There were no previous resolutions in the Register.

Closing formalities**Closing prayer | Karakia**

Deputy Chairperson Coventry provided a closing prayer.

Meeting closure | Katinga o te hui

Chairperson Christison declared the meeting closed at 4.28pm.

Workshops | Hui awheawhe**Discussion on item(s) raised in the public forum**

The Board discussed the matter raised by Trish Fisher and spoke in support of the project.

The Board considered the matters raised by Bill Millar and requested the Governance Manager to raise service requests for those items to ensure they were formally captured.

The workshops concluded at 4.32pm.

Confirmation of Minutes

These Minutes were confirmed by Board resolution ... on ...