



Otorohanga District Council

# MINUTES

17 SEPTEMBER 2019

10:00 am

**Members of the Otorohanga District Council**

His Worship the Mayor MM Baxter  
Councillor K. Christison  
Councillor R. Johnson  
Councillor RA. Klos  
Councillor P. McConnell  
Councillor K. Phillips  
Deputy Mayor D. Pilkington  
Councillor A. Williams

Meeting Secretary Mr. CA Tutty

# OTOROHANGA DISTRICT COUNCIL

17 SEPTEMBER 2019

Minutes of an ordinary Meeting of the Otorohanga District Council held in the Council Chambers, 17 Maniapoto Street, Otorohanga on Tuesday 17 September commencing at 10.45am.

## MINUTES

### ORDER OF BUSINESS:

PRESENT	1
IN ATTENDANCE	1
OPENING PRAYER	1
PUBLIC FORUM (UP TO 30 MINUTES)	1
DECLARATION OF CONFLICTS OF INTEREST	2
CONFIRMATION OF MINUTES – OTOROHANGA DISTRICT COUNCIL – 20 AUGUST 2019	3
CONFIRMATION OF MINUTES – OTOROHANGA COMMUNITY BOARD – 7 AUGUST 2019	3
RECEIPT OF MINUTES – OTOROHANGA COMMUNITY BOARD – 4 SEPTEMBER 2019	3
REPORTS	
ITEM 405 HIS WORSHIP THE MAYOR – VERBAL REPORT	3
ITEM 406 CHIEF EXECUTIVE REPORT 20 AUGUST – 16 SEPTEMBER 2019	4
ITEM 407 HEARTLAND CYCLE RIDE PROPOSAL	2
ITEM 408 HEALTH, SAFETY AND WELLBEING	3
ITEM 409 MOTORHOME FRIENDLY TOWN PROPOSAL	1
ITEM 410 CARRYOVERS 2018/2019 to 2019/2020	4
ITEM 411 PROPOSAL TO AMEND SPEED LIMIT OLD TE KUITI ROAD	8
ITEM 412 HAUTURU HALL COMMITTEE REQUEST FOR FUNDING OF FENCE	9
ITEM 413 CHANGE TO DRAINAGE EASEMENTS – 20 HUIPUTEA DRIVE	9
ITEM 414 TOTARA WAR MEMORIAL RESERVE	9
ITEM 415 OTOROHANGA COMMUNITY BOARD – RESOLUTIONS FOR ADOPTION BY COUNCIL	10
ITEM 416 MATTERS REFERRED FROM 20 AUGUST 2019	10
COUNCILLOR UPDATE	11

## **PRESENT**

His Worship the Mayor MM Baxter, Cr. D Pilkington (Deputy Mayor), Councillors RA Klos, K Christison, AJ Williams, R Johnson, K Phillips and P McConnell.

## **IN ATTENDANCE**

Ms. T Winter (Chief Executive) Messrs, R Brady (Group Manager Engineering), G Bunn (Group Manager Corporate), CA Tutty (Governance Supervisor), Ms. T Ambury (Community and Economic Development Manager) and Ms. N Martinsen (Committee Secretary).

His Worship declared the meeting open and welcomed those present.  
He extended a special welcome to the large number of members of the public present.

## **OPENING PRAYER**

His Worship read the Opening Prayer.

## **PUBLIC FORUM**

The following persons spoke to Council's Community and Economic Development Managers report on the request from the New Zealand Motor Caravan Association that Council consider working with them in partnership to achieve a Motorhome Friendly Town Status for both Otorohanga and Kawhia.

- A – Mrs. Billie Anne Gadd
- B – Mr. John Haddad
- C – Mrs. Frances Rawlings
- D – Mr. Michael Cullen

His Worship proposed that Item 409 be brought forward on the agenda in light of the full public gallery and high levels of interest on this particular item.

## **ITEM 409 MOTORHOME FRIENDLY TOWN PROPOSAL**

The Community and Economic Development Manager referred members to her report advising that the New Zealand Motorhome Caravan Association has requested that Council consider working with them in partnership to achieve a 'Motorhome Friendly' town status for its two main towns, Kawhia and Otorohanga. She asked members to take the report as read however, she was happy to answer any questions.

His Worship reported that an amendment has been prepared which differs to the staff recommendation contained within the report.

He moved the following:

- 1) That Council approve investigating 'Motorhome Friendly Town' status for Otorohanga and Kawhia in two stages, with stage one being for Otorohanga and Stage two being for Kawhia, subject to
  - I. Necessary amendments required to the current traffic bylaw to accommodate this, and
  - II. A suitable dump station site in Otorohanga along with costings of installation and potential funding options, and
  - III. Options for Kawhia being considered once Otorohanga has achieved the status of being a 'Motorhome Friendly town.
- 2) That a report is brought back to Council for final decision on the 'Motorhome Friendly' town status.

### **His Worship / Councillor Klos**

The motion was put and lost.

His Worship moved an amendment to the above motion that

- 1) Council approves investigating a 'Motorhome Friendly' town status for Otorohanga and Kawhia in two stages, with stage one being for Otorohanga and Stage two being for Kawhia subject to
  - I. Necessary amendments required to the current traffic bylaw to accommodate this, and
  - II. Identify a suitable dump station site in Otorohanga along with costs of installation and potential funding options.

- 2) That a report is brought back to Council for final discussion on the 'Motorhome Friendly' town status.

**His Worship / Councillor Klos**

The amended motion was put and lost.

During discussion the following points were highlighted.

- a) To ensure any ongoing costs in relation to the installation and maintenance of a dump station be at no cost to the ratepayers.
- b) Discussions be held with representatives of the New Zealand Motor Home Association, ratepayers and local businesses.

His Worship then moved a further amendment to the above amendment that

- 1) That Council approve investigating a 'Motorhome Friendly' town status for Otorohanga and Kawhia in two stages, with stage one being Otorohanga and Stage two being for Kawhia subject to
  - I. necessary amendments required to the current traffic bylaw to accommodate this.
  - II. Identify suitable dump station site in Otorohanga along with costs of installation potentially funding options.
  - III. Identify and ongoing operational costs associated with MFT status.

- 2) That a report is brought back to Council for final discussion on a MFT status.

**His Worship / Councillor Phillips**

This amendment becomes the substantive motion.

When put the motion was carried.

**DECLARATION OF CONFLICTS OF INTEREST**

His Worship asked members whether they had any declarations of conflicts of interest on matters to be discussed at this meeting.

No declarations of conflicts of interest were received.

**ITEM 407 HEARTLAND CYCLE RIDE PROPOSAL**

Mr. Jonathan Kennett from the Walking and Cycling section of the New Zealand Transport Agency attended the meeting and reported on the New Zealand Cycle Trails project, which is a Government initiative headed by the Ministry of Business, Innovation and Employment. He said this aims to generate lasting Social, Economic and Environmental benefits for communities by developing a network to create cycling experiences throughout New Zealand.

Mr. Kennett reported that the long term objective of the NZCT is to create an expanded network of rides being Great Rides, Heartland Rides and Urban Rides, by progressively adding cycling routes that link these rides to urban centres, transport hubs and other key tourist's attractions throughout New Zealand.

**Resolved** that Council approves for an initial application to be made to New Zealand Transport Agency for funding three cycle routes to be considered as Heartland Rides, these being;

- 1) Otorohanga to Kawhia via Waitomo Caves
- 2) Kawhia to Raglan
- 3) Otorohanga to The Timber Trail via Waitomo Caves, and that;  
if successful in their application Council will fund the erection of the trail signs provided to us as our local contribution to the project.

That staff investigate other routes that could be considered for future Heartland Rides applications.

**His Worship / Councillor Williams**

#### **ITEM 408 HEALTH, SAFETY AND WELLBEING**

Council's Health, Safety and Wellbeing Advisor Mrs. Tracey Stevenson attended the meeting and summarised her six monthly update report on health, safety and wellbeing management, performance and future focus.

**Resolved** that the report be received.

**Councillor Johnson / Councillor McConnell**

#### **CONFIRMATION OF MINUTES – OTOROHANGA DISTRICT COUNCIL – 20 AUGUST 2019**

**Resolved** that the minutes of the meeting of the Otorohanga District Council held on 10 August 2019, as circulated, be approved as a true and correct record of that meeting and the resolutions contained therein be adopted.

**Councillor Johnson / Councillor Pilkington**

#### **MATTERS ARISING**

Councillor Pilkington referred to page 1, Matters Arising in particular the fourth line and reported that her copy of the Minutes contained incorrectly the words "dear of".

#### **CONFIRMATION OF MINUTES – OTOROHANGA COMMUNITY BOARD – 7 AUGUST 2019**

**Resolved** that the minutes of the meeting of the Otorohanga Community Board held on 7 August 2019, as circulated, be received and the recommendations contained therein be adopted.

**Councillor McConnell / Councillor Christison**

#### **RECEIPT OF MINUTES – OTOROHANGA COMMUNITY BOARD – 4 SEPTEMBER 2019**

**Resolved** that the minutes of the meeting of the Otorohanga Community Board held on 4 September 2019 be received.

**His Worship / Councillor Phillips**

#### **ITEM 405 HIS WORSHIP THE MAYOR – VERBAL REPORT**

His Worship presented a verbal report on activities he has carried out since the previous Council meeting, these being –

- 21 August 2019 – met with Gateway Coordinator of Otorohanga College to create and opportunity for Smart Waikato to work with the College to establish clearer and enhanced student/employer relationships.
- 22 August 2019 – INCITE evening
- 26 August 2019 – attended a Waikato Plan working group at Waikato Regional Council to discuss what agencies are working for Youth and the activities currently taking place in the Waikato.
- 27 August 2019 – attended a Whanau meeting at the Otorohanga College for parents who are wishing to work closer with the College
- 29 August 2019 – Trust Waikato's Annual General Meeting – opportunities for funding.
- 30 August 2019 – Phone discussion with representatives in India to discuss the Youth activities in Otorohanga.
- 31 August 2019 – attended 80<sup>th</sup> Anniversary of the Otorohanga Club.
- 3 September 2019 – 2 x Radio interviews prior to attending a Driver's Training Hui in Wellington.
- 5 September 2019 – Chief Executive and Group Manager – Engineering attended an onsite meeting with a ratepayer and then in the afternoon with the Chief Executive of the Lines Company to raise concerns of the Business Community in Otorohanga in particular line charges.

- 6 September 2019 – Meeting with Garry Diprose, College Heads and Peter Coventry in relation to additional services to Otorohanga College being highly beneficial to the student base.
- 8 September 2019 – attended a Nehenehenui meeting to talk about Iwi/Council relationships.
- 9 September 2019 – met with Iwi relating to land locked parcels of land within the District.
- 10 September 2019 – CEO performance subcommittee meeting with independent party P Peters.
- 11 September 2019 – Chief Executive, Group Manager – Engineering and himself – monthly meeting with Waikeria Prison Contractors – update of work – all going to plan.

**Resolved** that His Worship the Mayor’s verbal report be received.

**His Worship / Councillor Phillips**

**ITEM 406 CHIEF EXECUTIVE REPORT 20 AUGUST – 16 SEPTEMBER 2019**

The Chief Executive referred members to her report on the key focus areas for the period 20 August to 16 September 2019. She asked members whether they had any questions relating to her report.

The Chief Executive reported that the highlight for her during this period was her attendance along with His Worship at the Nehenehenui Regional Management Committee hui where a discussion took place on the development of closer working relationships with Iwi. She said discussion was positive, future focused and that a working group is being established with the task of developing options where Iwi – Council relationships can be improved.

**Resolved** that the Chief Executive’s report for the period 20 August to 16 September 2019 be received.

**His Worship / Councillor Klos**

**ITEM 410 CARRYOVERS 2018/2019 TO 2019/2020**

The Finance Manager attended the meeting and referred members to a list of the capital carryovers identified from the 2018/2019 financial year for consideration and approval by Council. He asked members to take the report as read.

His Worship expressed concern at the number of carryovers identified.

**Resolved** that Council adopts the carryovers as listed below.

ITEM NUMBER	ITEM	2018/19 BUDGET ALLOCATION	AMOUNT SPENT TO 30 JUNE 2019	PROPOSED CARRY OVER AMOUNT	FUNDING METHOD	REASON
1	Roading – Community Footpaths	158,899	61,888	97,011	NZTA Subsidy & Cash surplus	Three year budget loaded into 2018/19, carry rest over for use in the next 2 years.
2	Roading – Otorohanga Stopbank Footpath	427,871	-	427,871	NZTA Subsidy & Special Funds Transfer	Work carried over as work in progress as not completed in 2018/19
3	Roading – Huiputea Drive Storm water	39,476	-	39,476	NZTA Subsidy & Cash surplus	Work carried over as work in progress as not completed in 2018/19

4	Roading – Huiputea Drive Vertical Realignment	67,433	-	67,433	NZTA Subsidy & Cash surplus	Work carried over as work in progress as not completed in 2018/19
5	Roading – Low Cost, Low Risk improvements	1,093,386	836,419	256,967	NZTA Subsidy & Cash surplus	Work was not completed during the year, subsidy carried over by NZTA into 2019/20
6	Kawhia Water Supply – Clarifier Tank	45,000	-	45,000	Cash surplus	Work carried over as work in progress as not completed in 2018/19
7	Otorohanga Water Supply – Pump Renewals	3,800	-	3,800	Cash surplus	Work was not undertaken during the year due to current performance being acceptable, may need replacing in 2019/20.
8	Otorohanga Water Treatment Plant – pH Monitoring Unit	5,000	-	5,000	Cash surplus	Work was not undertaken during the year, as acceptable results achieved without it. May be needed in future.
9	Otorohanga Flood Protection – Electrical Switch	15,000	-	15,000	Cash surplus	Work was not undertaken during the year due to current performance being acceptable, may need replacing in 2019/20.
10	Otorohanga Flood Protection – Health & Safety Improvement	11,342	-	11,342	Cash Surplus	Budget identified for potential health and safety improvements. Have identified need to fence Mair St Pump Station due to Stopbank Footpath increased pedestrian traffic in the area.
11	Otorohanga Flood Protection – Inlet/Outlet renewals	50,000	26,015	23,985	Cash Surplus	Balance of the work was not undertaken during the year due to current performance being acceptable, carried forward to add to 2019/20 to consolidate the work into one project..
12	Otorohanga Flood Protection – Pump Controller and Well Sensor – Otewa Road	7,000	-	7,000	Cash Surplus	Work was not undertaken during the year due to current performance being acceptable, may need replacing in 2019/20.
13	IT Equipment – CCTV System – Water Services	27,000	11,755	15,245	Cash Surplus	Equipment was not purchased during the

						year, specification to be revisited.
14	IT Equipment – Telemetry Upgrade – Hardware and Software	8,500	-	8,500	Cash Surplus	Work was not undertaken during the year due to current performance being acceptable, will need replacing in 2019/20.
15	Arohena Rural Water Supply - Filter Media Renewal	9,000	-	9,000	Cash Surplus	Work was not required during the year, acceptable level of service maintained with current media. May need replacing in 2019/20.
16	Tihiroa Rural Water Supply – Pump Renewals	23,000	-	23,000	Cash Surplus	Work was not undertaken during the year due to current performance being acceptable, may need replacing in 2019/20.
17	Tihiroa Rural Water Supply – Filter Refurbishment	107,016	-	107,016	Cash Surplus	Work was delayed to await outcomes of drinking water reforms.
18	Tihiroa Rural Water Supply – Flushing Valve	5,000	-	5,000	Cash Surplus	Work was delayed to await outcomes of drinking water reforms.
19	Ranginui Rural Water Supply – Intake Renewals	20,000	-	20,000	Cash Surplus	Work was not undertaken during the year due to current performance being acceptable, may need replacing in 2019/20.
20	Kawhia Water Supply – Chlorine Regulators	3,500	-	3,500	Cash Surplus	Work was not undertaken during the year due to current performance being acceptable, may need replacing in 2019/20.
21	Waipa Rural Water Supply – Pump Renewals	21,032	-	21,032	Cash Surplus	Work was not undertaken during the year due to current performance being acceptable, may need replacing in 2019/20.
22	Kawhia Water Supply – Raise UV filters off floor	10,000	-	10,000	Cash Surplus	Work was not undertaken during the year, work will need to be undertaken for health and safety reasons.
23	Kawhia Water Supply – Sand Filter Renewals	4,404	-	4,404	Cash Surplus	Work was not required during the year, acceptable level of



						service maintained with current media.
24	Arohena Rural Water Supply – Pump Renewals	3,920	-	3,920	Cash Surplus	Work was not undertaken during the year due to current performance being acceptable, may need replacing in 2019/20.
25	Waipa Rural Water Supply – Reservoir Telemetry Renewal	5,600	-	5,600	Cash Surplus	Work was not undertaken during the year due to current performance being acceptable, may need replacing in 2019/20.
26	Otorohanga Sewerage – Electrical Renewals	63,061	13,716	21,722	Cash Surplus	Work was not undertaken during the year due to current performance being acceptable, may need replacing in 2019/20.
27	Building Operations – Painting Generator	2,000	-	2,000	Cash Surplus	Work was not undertaken during the year.
28	Building Operations – Replace Roof	13,500	-	13,500	Cash Surplus	Work undertaken in prior year, invoice not received until 2019/20 year.
29	Kawhia Library – Replace Carpet	2,000	-	2,000	Cash Surplus	Work was not undertaken during the year.
30	Otorohanga Refuse - Driveway at Recycling Depot	5,000	-	5,000	Cash Surplus	Work was not undertaken during the year.
31	Otorohanga Community Property – Repaint Railway Station	14,000	-	14,000	Cash Surplus	Work was not undertaken during the year, work still likely to be undertaken.
32	Otorohanga Housing for the Elderly – Bathroom Refurbishment	25,000	-	25,000	Rental Income	Work was not undertaken during the year due to challenges with the contractor, work still needs to be undertaken.
33	Otorohanga Housing for the Elderly – Exterior Painting	17,000	1,783	15,217	Rental Income	Work was not undertaken during the year, work still likely to be undertaken.
34	District Reserves – Rewarewa Building	2,000	-	2,000	Cash Surplus	Work was not undertaken during the year, work still likely to be undertaken.

35	Otorohanga Parks & Reserves – Leisure Park Flooring	2,000	-	2,000	Cash Surplus	Work was not undertaken during the year, work still likely to be undertaken.
36	Otorohanga Parks & Reserves – Huiputea Wetlands	14,478	8,033	6,445	Cash Surplus	Work was not completed during the year, to be completed in 2019/20.
37	Kawhia Parks & Reserves – Picnic Tables	10,430	-	10,430	Cash Surplus	Work was not undertaken during the year, work still likely to be undertaken.
38	Building Operations – Café Improvement	30,000	-	30,000	Cash surplus	Work carried over as work in progress as not completed in 2018/19
39	Otorohanga Parks & Reserves – Girl Guide Hall	25,000	-	25,000	Cash surplus	Work was not undertaken during the year due to the decision to put work on hold and review requirements. Work still likely to be undertaken.
40	IT Equipment – Website Development	15,000	6,300	8,700	Cash surplus	Intranet work not completed, website audit to be completed.
41	IT Equipment – Hardware & Software	120,000	83,237	36,763	Cash surplus	Not fully spent, additional IT improvements to be undertaken in 2019/20 including cloud migration, new system development and replacement of hardware.
	<b>TOTAL</b>	<b>\$2,532,648</b>	<b>\$1,049,146</b>	<b>\$1,455,879</b>		

**Councillor Klos/Councillor McConnell**

**ITEM 411 PROPOSAL TO AMEND SPEED LIMIT - OLD TE KUITI ROAD**

The Group Manager Engineering summarised his report proposing an amendment to Council’s Traffic Bylaw to improve the safety of residents exiting and entering driveways on a section of Old Te Kuiti Road that has very limited sight distance.

**Resolved that**

1. The proposed bylaw amendment of the Otorohanga District Traffic Bylaw 2005 to extend the 70 km/hr speed limit by another 815m south along old Te Kuiti Road is supported.

2. The Special Consultative Procedure as per Section 83 of the Local Government Act 2002 be commenced in respect of the proposed amendment of the Otorohanga District Traffic Bylaw 2005 in accordance with the content of this report.

**Councillor Johnson / Councillor Phillips**

#### **LUNCH ADJOURNMENT**

Council adjourned for lunch at 12.57pm and resumed at 1.45pm

**Resolved** that Council re-adjourn the meeting following the lunch break.

**His Worship / Councillor Pilkington**

#### **ITEM 412 HAUTURU HALL COMMITTEE REQUEST FOR FUNDING OF FENCE**

Council's Roading Manager, A Senger attended the meeting and summarised his report on a request from the Hauturu Hall Committee to be given a Council Grant of \$4293 to pay for the materials required to erect a fence around Hauturu Hall.

During discussion the following questions were asked and comments made.

- In adopting the recommendation is Council creating a precedent?
- This will provide a safety zone within a rural community.
- Hauturu Hall Committee are able to fund their operating costs on a day to day basis. This is an extraordinary funding request.
- That consideration be given in the Long Term Plan to provide a schedule of Halls within the District to ascertain if there are any funding issues.

**Resolved** that Hauturu Hall Committee are given a grant of \$4,293 towards the supply and installation of a security fence at the Hauturu Hall, with the funds being allocated from the sundry grants account.

**Councillor Klos / Councillor McConnell**

#### **ITEM 413 CHANGE TO DRAINAGE EASEMENTS – 20 HUIPUITEA DRIVE**

The Group Manager Engineering referred members to his report advising that Council has documents which require execution to enable legal changes to be made to the drainage easements on a property located at 20 Huiputea Drive. He said these changes are required to ensure the legal easements reflect the changed configuration of the storm water system. The physical works were undertaken by the owners with Council authorisation.

**Resolved** that The Otorohanga District Council hereby authorise the changes to drainage easements on Property Title SA53/389 held in favour of the Otorohanga District Council by Easement Instrument 7474343.1

2. The Mayor and Chief Executive of Otorohanga District Council be authorised to sign and seal the documents necessary to change the drainage easements on the property at 20 Huiputea Drive, Otorohanga.

**Councillor Pilkington / Councillor Phillips**

#### **ITEM 414 TOTARA WAR MEMORIAL RESERVE**

The Group Manager Engineering referred members to his report seeking confirmation that Council will honour the 1949 undertaking to accept the plantation as a War Memorial and seek approval from Council to work with the family who planted the totara trees to formalise the status of the Totara War Memorial Reserve in Arohena.

**Resolved that**

- 1) Council honour the 1949 memorial undertaking and support in principle the formalisation of the reserve status for the plantation of totara trees along Kahorekau and Aotearoa Road. The trees are on the full length of the property road boundaries fronting Aotearoa and Kahorekau Roads, the property being Section 7, Block VII Wharepapa Survey District.
- 2) Staff engage with the property owner to formalise a conservation covenant pursuant to Section 77 of the Reserves Management Act 1977, as a means of recognising the historical significance and preserving the landscape amenity of these trees, as defined in recommendation 1.

- 3) Staff complete a maintenance and care plan, in consultation with the property owner, for the totara trees along Aotearoa and Kahorekau Roads.
- 4) Funding of the removal of the tree trimmings, estimated at \$2500 can be allocated from the road maintenance account for environmental maintenance.
- 5) Funding of the capital works, estimated at \$4500, can be allocated from the district parks and reserves subdivision reserve fund which currently has a balance of \$171,920.
- 6) The ongoing care of the trees can be allocated to the environmental maintenance operating budget for the roads, estimated at \$500 per year. Any maintenance to the reserve assets, which would be minimal, can be allocated to the operating budget for maintenance in the district reserves account. Any minor amendments to the operating budgets would be adjusted in the next long term plan review.

**Councillor Klos / Councillor Phillips**

**ITEM 415 OTOROHANGA COMMUNITY BOARD – RESOLUTIONS FOR ADOPTION BY COUNCIL**

The Chief Executive referred members to her report outlining resolutions by the Otorohanga Community Board for adoption by the Otorohanga District Council.

**Resolved that**

- 1) Approval be given for the Project Kiwiana Committee to add a cycle path and youth hangout zone, from funds secured by themselves, to the Jim Barker Memorial Playground.
- 2) The amount of \$2200 be allocated from the Community Board Reserve fund to the repositioning on the fence to the playground behind the trees, to the toe of the stopbank and a safety gate added in the fence to allow access to the adjacent stopbank footpath.
- 3) For a recommendation to be made to Council to approve funding of an additional \$5000 per year to the operating budget to maintain these additional assets.
- 4) For a recommendation to be made to Council to approve the addition of the cycle path and youth hangout zone assets to the Council asset base and included in the annual depreciation calculations, currently estimated at \$1914 per annum.
- 5) That resolutions 1-4 are dependent on the Otorohanga Community Board agreeing on the details of a final plan of the cycle path.

It was agreed that in relation to resolution 5) that a revised plan be circulated via email to the Board and once approval is received unanimously by all members, the recommendations would be forwarded to Council for approval.

The Chief Executive advised Council that the requirement in number 5) has been fulfilled.

**Councillor McConnell / Councillor Christison**

**ITEM 416 MATTERS REFERRED FROM 20 AUGUST 2019**

The Chief Executive took members through Matters Referred.

It was agreed that the following updates be made –

Meeting Date – 19 March 2019 Trading in Public Places policy – status be amended to “a future meeting”.

Meeting Date – 16 July 2019 Invite Grant Blackie from WRC – Councillor Phillips to obtain the name of WRC’s Scientist who attended a Waipa Catchment Committee meeting.

Meeting Date – 16 July 2019 Chair of Te Waka – Status be amended to present to a meeting of the new Council.

## **COUNCILLOR UPDATE**

### **COUNCILLOR CHRISTISON**

Requested some feedback on the Maihihi Car Rally event on 28 July 2019, particularly whether the bond had been refunded.

### **COUNCILLOR JOHNSON**

Updated members on the proposed Dementia Centre at Beattie Home

### **COUNCILLOR KLOS**

Queried whether the Lethbridge Road bridge is in a safe condition.

### **COUNCILLOR MCCONNELL**

Queried progress on the proposed Harpers Avenue Subdivision.

### **COUNCILLOR WILLIAMS**

Requested a list of 'fatigue stops' to be circulated to members.

### **COUNCILLOR PILKINGTON**

Attended her final Otorohanga District Development Board meeting – Mr. Duncan Coull elected as the new Chair.

Attended a West Coast Zone Catchment Committee meeting.

Attended a Maori Language workshop last week.

Chief Executive Performance Review still to be finalised.

Attended years 7 & 8 speech finalists as a judge at the Otorohanga South School, tremendous talent highlighted.

### **GROUP MANAGER CORPORATE SERVICES**

Informed members that he will be overseas from 6 October – 4 November 2019. He expressed his thanks to Councillor Pilkington and Councillor Philips for their support during the past term. He extended best wishes to His Worship the Mayor and Councillors standing again for reelection.

## **MEETING CLOSURE**

The meeting concluded at 2.25pm