



Otorohanga District Council

# AGENDA

19 August 2014

Members of the Otorohanga District Council

Mr MM Baxter (Mayor)  
Mr RM Johnson  
Mrs RA Klos  
Mr KC Phillips  
Mrs DM Pilkington (Deputy Mayor)  
Mr R Prescott  
Mr TD Tindle  
Mrs AJ Williams

Meeting Secretary: Mr CA Tutty (Governance Supervisor)

# OTOROHANGA DISTRICT COUNCIL

19 August 2014

Notice is hereby given that an ordinary meeting of the Otorohanga District Council will be held in the Council Chambers, Maniapoto St, Otorohanga on Tuesday 19 August 2014 commencing at **9.30am**.

11 August 2014

**DC Clibbery**  
**CHIEF EXECUTIVE**

## AGENDA

9.30am Citizenship Ceremony morning tea

### **VISITORS ATTENDING THE MEETING:**

11.00am District Sports Coordinator

### **ORDER OF BUSINESS:**

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**PRESENT**

**IN ATTENDANCE**

**APOLOGIES**

**OPENING PRAYER**

**ITEMS TO BE CONSIDERED IN GENERAL BUSINESS**

**CONFIRMATION OF MINUTES – 15 JULY 2014**

**REPORTS**

**Item 95            OTOROHANGA COMMUNITY BOARD MINUTES 31 JULY 2014**

**To:                His Worship the Mayor and Councillors  
                      Otorohanga District Council**

**From:             Governance Supervisor**

**Date:              19 August 2014**

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**Executive Summary**

Minutes of the meeting of the Otorohanga Community Board held on 31 July 2014 as circulated.

**Staff Recommendation**

It is recommended that:

The minutes of the meeting of the Otorohanga Community Board held on 31 July 2014 be received.

**CA Tutty**  
**GOVERNANCE SUPERVISOR**

**Item 96                    KAWHIA COMMUNITY BOARD MINUTES FOR 25 JULY 2014**

**To:                        His Worship the Mayor and Councillors  
                              Otorohanga District Council**

**From:                    Governance Supervisor**

**Date:                    19 August 2014**

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**Executive Summary**

Minutes of the meeting of the Kawhia Community Board held on 25 July 2014 as circulated.

**Staff Recommendation**

It is recommended that:

The minutes of the meetings of the Kawhia Community Board held on 25 July 2014 be received.

**CA Tutty**  
**GOVERNANCE SUPERVISOR**

**Item 97                    ANIMAL CONTROL OFFICERS REPORT FOR APRIL TO JUNE 2013**

**To:                            His Worship the Mayor & Councillors  
                                  Otorohanga District Council**

**From:                        Environmental Services Manager**

**Date:                        19 August 2014**

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**Relevant Community Outcomes**

- The Otorohanga District is a safe place to live
  - Ensure services and facilities meet the needs of the Community
  - Recognise the importance of the Districts rural character
- 

**Executive Summary**

A report from the Environmental Services Manager on Dog and Animal Control activities in the District for the period April to June 2014.

**Staff Recommendation**

It is recommended that:

The Environmental Services Manager's report on Dog and Animal Control for April to June 2014 be received.

**Report Discussion**

	<b>April</b>	<b>May</b>	<b>June</b>
1. No. of Registration Notices issued	5	6	2
2. No. of Property visits for Registration Checks - Rural	27	19	14
3. No. of Property visits for Registration Checks – Urban	15	11	12
4. No. of Property visits for SOS	2	2	5
5. No. of Property visits for Two Dog Permit	2	1	2
6. No. of Complaints – Dogs Actioned	11	20	19
7. No. of Complaints – Stock Actioned	6	7	4
8. No. of Street Patrols Night – Otorohanga	5	4	5
9. No. of Street Patrols Day – Otorohanga/Kawhia	3	3	2
10. No. of Enquiries – Registration/Dog Control/General	21	27	18
11. No. of Dogs Impounded	3	13	10
12. No. of Stock Impounded	-	-	-
13. No. of Written Warnings – Dog Infringement Notices	1	1	-
14. No. of Infringement Notices Issued	19	2	1
15. No. of Verbal Warnings – Dog Control	5	7	9

**AR Loe**  
**ENVIRONMENTAL SERVICES MANAGER**

**Item 98 PLANNING REPORT FOR APRIL TO JUNE 2014**

**To: His Worship the Mayor & Councillors  
Otorohanga District Council**

**From: Environmental Services Manager**

**Date: 19 August 2014**

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**Relevant Community Outcomes**

- Manage the natural and physical environment in a sustainable manner
  - Protect the special character of our harbours and their catchments
  - Recognise the importance of the Districts rural character
- 

**Executive Summary**

Reporting on Resource Consents granted under Delegated Authority for the period 1 April to 30 June 2014.

**Staff Recommendation**

It is recommended that:

The Planning Report for April to June 2014 be received.

**Report Discussion**

During this quarter 17 consents (9 Land Use, 8 Subdivision) were granted under Delegated Authority as set out in the table below. These approvals compare with 12 (8 Land Use, 4 Subdivision) granted in the same period last year.

**Decisions by Ward**

	<b>Land Use</b>	<b>Subdivision</b>
Wharepunga	1	2
Kio Kio Korakonui	4	1
Waipa	0	2
Tihiroa	0	0
Otorohanga	1	1
Kawhia Tihiroa	3	2
<b>Total</b>	<b>9</b>	<b>8</b>

**AR Loe**  
**ENVIRONMENTAL SERVICES MANAGER**

Attachment

- a. Resource consent decisions

## Resource Consent Decisions - 1/04/14 to 30/06/14

140030	Department of Corrections Waikeria Road Outline Plan Waiver - Machinery Shelter.	LDE	ARL	GDA	23/05/14
140020	Transpower NZ Ltd Waipapa & Ranginui Roads Trimming and Removal of Vegetation beside Transmission Lines	LU	PRS	GDA	10/04/14
140021	G Young 53 Pouewe Street, Kawhia To construct a new carport and extend an existing garage.	LU	PRS	GDA	29/04/14
140026	Department of Corrections, Waikeria Prison Waikeria Road Outline Plan of Works - Audio Visual Suite	LU	ARL	GDA	30/04/14
140028	Department of Corrections Waikeria Road To relocate a residential dwelling onto rural land. Certificate of Compliance Application	LU	ARL	GDA	15/05/14
140029	Department of Corrections Waikeria Road Outline Plan of Works - Prison Control Point (PCP).	LU	ARL	GDA	22/05/14
140027	KR Tapara 13 Te Kanawa Street New Dwelling that encroaches the front yard and the other yard set backs.	LU	ARL	GDA	30/05/14
070016	R & F Muller 1463 S Hway 31 Kawhia Rd Relocate dwelling older than 5 years	LU	ARL	GDA	11/06/14
130057	A & A Grigg 58 Ocean Ridge Place, Aotea Build a dwelling that breaches boundary set back, daylight plane and is adjacent to archaeological site.	LU	PRS	GDA	19/06/14
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Total for	L				9
140012	Maurice Kettle & Lesley Kettle 328 Newman Road Create one Additional Lot and carry out a Boundary Relocation.	SB	PRS	GDA	10/04/14
140018	Glenray Trust 237 Happy Valley Road Creation of one additional allotment around existing dwelling.	SB	PRS	GDA	17/04/14
140017	Bradey Family Trust 216 Mangawhero Road Create One Additional Lot	SB	PRS	GDA	27/04/14
140019	CA Leigh Bayley Road S127 Application to Change and Cancel Conditions of RM110056	SB	ARL	GDA	28/04/14
140025	DS & CM Hickman 36 Old Te Kuiti Road S127 Application to change conditions of RM090043	SB	PRS	GDA	30/04/14



130055	N A Deal 49 Lurman Road Subdivision around existing house.	SB	PRS	GDA	15/05/14
140031	Geryha Limited Te Tahī Road s348 LGA - Create a Right of Way	SB	ARL	GDA	6/06/14
140032	Reeve Agri Ltd 224 Haurua Road S127 Application to change or cancel conditions of RM130031	SB	ARL	GDA	25/06/14
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Total for	S				8

**Item 99 ENVIRONMENTAL HEALTH OFFICER/LICENSING INSPECTOR'S REPORT FOR APRIL – JULY 2014**

**To:** His Worship the Mayor and Councillors  
Otorohanga District Council

**From:** Environmental Health Officer / Licensing Inspector

**Date:** 19 August 2014

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**Relevant Community Outcomes**

- The Otorohanga District is a safe place to live
  - Ensure services and facilities meet the needs of the Community
  - Promote the local economy and opportunities for sustainable economic development
  - Manage the natural and physical environment in a sustainable manner
- 

**Executive Summary**

The Environmental Health Officer/ Licensing Inspector's report for the four month period 1 April to 31 July 2014.

**Staff Recommendation**

It is recommended that:

That the Environmental Health Officer / Licensing Inspector's report for 1 April to 31 July 2014 be received.

**Report Discussion**

**Alcohol**

Bryan Faris retired on the 26 June 2014 after 49 years' service to local government.

I took over his role working Wednesday and Friday in the District.

Special licences are coming in under the required timeframe of 20 working days.

The OFF Licence for Lavish was provisionally approved by the District Licensing Committee with requirements by the applicant to provide additional information. This has now been received and the Off Licence is being issued.

**Liquor Licensing Statistics**

• On Licences - New	1
Renewals	0
• Off Licences - New	1
Renewals	0
• Club Licences - New	0
Renewals	1
• Managers Certificates - New	1
Renewals	3
• Special licences	4
• Temporary Licence	0

## **Health**

The Ministry of Primary Industries has announced that the new Food Act 2014 has been enacted and will come into force no later than 1 March 2016. It will replace the Food Act 1991 and food businesses will transition in groups over a three year period. At the end of this period the Food Hygiene Regulations 1974 will be revoked. The replacement Regulations are currently being written.

The central feature of the new Act is a sliding scale where higher food risk businesses will operate under more stringent food safety requirements than lower risk ones.

Higher risk businesses e.g. those that prepare and sell meals or raw meat or seafood, will be required to have a written Food Control Plan where they themselves identify the risks and put in place steps to manage them. The Ministry has supplied a free template plan alternatively the business can develop their own, to suit their needs.

Medium risk food businesses e.g. those that sell non-alcoholic beverages, will operate under a National Programme of which there will be three risk levels.

Kiwi traditions like fundraising sausage sizzles and home baking at school fairs will be exempted, with the requirement that the food sold, is safe.

Operators will be able to influence their own compliance costs with businesses that can demonstrate they manage food safety well, being rewarded with less frequent checks while businesses not managing food well, will receive extra attention.

It is also important to note that growing food for personal use and sharing it with others, including 'bring a plate' to a club committee is outside the scope of the new Act as it only covers food that is sold or traded.

In the meantime, affected businesses can voluntarily implement the Food Control Plan and I will encourage them to do so to ensure a smoother transition.

**Mary Fernandez**

**ENVIRONMENTAL HEALTH OFFICER / LICENSING INSPECTOR**

**Item 100            APPOINTMENT OF THE INDEPENDENT COMMISSIONER - TE AWAMUTU REINFORCEMENT PROJECT**

**To:**                    **His Worship the Mayor and Councillors  
Otorohanga District Council**

**From:**                **Environmental Services Manager**

**Date:**                **19 August 2014**

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### **Executive Summary**

The Planning and Regulatory Managers from Otorohanga, Waitomo and Waipa District Councils have selected Mr Alan Withy to be the sole independent Commissioner to hear submissions on the proposed Te Awamutu Reinforcement Project. This appointment requires the endorsement of each of the Councils involved with the development.

### **Staff Recommendation**

It is recommended that:

Pursuant to Section 34A of the Resource Management Act 1991 independent Commissioner **Alan Withy** be appointed as the Hearing Commissioner for the purposes of Hearing and making Recommendations on the Notice of Requirements to the Requiring Authority being Waipa Networks Ltd and making decisions on the resource consent applications for the Te Awamutu Electricity Reinforcement Project as detailed below. This authority includes Hearing and considering the submissions lodged on the Designations and Resource Consent applications and dealing with any procedural issues prior to delivering the Recommendations on the Notice of Requirements and Decisions on the resource consents.

### **Report Discussion**

The Te Awamutu Reinforcement Project was publically notified on 4 August 2014 with the notification period closing on and the final date for making submissions being 2 September 2014. Within Otorohanga District the project plans, consent documents and submission forms are available for public viewing at the Council office and the Otorohanga Library. Approval of this project is being managed as a collaboration between the three affected Councils. The Councils have appointed Bloxam Burnett and Olliver as the planning consultancy who will prepare all the necessary planning reports and collate the submissions received. At this time the project timetable anticipates that all submissions will be assessed and the planning report prepared in readiness for a hearing in November 2014.

Mr Withy was selected as Commissioner due to his extensive experience in planning hearings particularly in regards to matters involving infrastructure projects and developments. He has previously been engaged by Otorohanga District Council in 2011 to decide the application for the Waiwera Street subdivision.

### **Te Awamutu Electricity Reinforcement Project Description**

Requiring Authority: Waipa Networks Ltd

Notice of Requirement – seeking designations under section 168 of the Resource Management Act (RMA) 1991 from three territorial authorities, being Waipa, Otorohanga and Waitomo District Councils, for the construction, operation, replacement and maintenance of a single circuit 110kv overhead transmission line, including the installation of poles, conductors, insulators, earth wires and communication facilities and undertaking of ancillary activities (including earthworks and vegetation clearance) associated with its construction, maintenance and operation.

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Resource consent applications – seeking consent under section 88 of the RMA from the three territorial authorities to use land by undertaking construction work associated with forming access tracks to the support structures (poles) on the transmission line where that work is undertaken on land outside the designation.

A 5 year lapse period is sought with the designations and the resource consents.

Details of the proposal are as follows:

The transmission line will connect from the Te Awamutu substation located at 80 Racecourse Road in Te Awamutu to Hanganaki substation located approximately 7km south of Otorohanga at 42 Waitomo Caves Road. The proposal is for a 32.3km long transmission line that will connect to the 800m long section already constructed in Te Awamutu. It will require erection of 177 pole support structures with a maximum height of 28m and an average height of 21m.

A large section of the line will follow the NIMT railway line alignment. The construction timeframe for the project is estimated to be 13 months. Construction works will include construction/upgrading of access tracks, pole site preparation, foundation construction, pole installation, conductor and earth wire stringing, site rehabilitation.

It is also noted that application from Heritage NZ for accidental discovery during construction works is being sought. However, no Regional Council consents are required.

**Andrew Loe**  
**ENVIRONMENTAL SERVICES MANAGER**

**Item 101                    DISTRICT SPORTS COORDINATORS REPORT FOR JANUARY TO JUNE 2014**

**To:                            His Worship the Mayor & Councillors  
Otorohanga District Council**

**From:                        District Sports Coordinator**

**Date:                        19 August 2014**

**Relevant Community Outcomes**

- The Otorohanga 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**

The District Sports Coordinators report for the period 1 January to 30 June 2014.

**Staff Recommendation**

It is recommended that:

The Otorohanga District Coordinator’s report for the period January to June 2014 be received.

**Report Discussion**

Outcome – Participation and Equity:		Reducing barriers and increasing participation in recreation and sport
KPI	Evidence/ Measurement	
<p><b>Coordinate local Kiwisport initiatives for primary and secondary aged children.</b></p>	<p>The KiwiSport programme underwent a review resulting in some structural and sport changes. The Otorohanga District Coordinator led a planning process ensuring a collaborative approach with KiwiSport Officers and Energizers. A 2014 calendar was created and distributed to schools. Outcomes from the plan included a number of have -a-go sessions taking place in a number of schools during class, lunch and afterschool and also within holiday programmes. sessions</p> <ul style="list-style-type: none"> <li>• <b>KiwiSport Badminton</b> Supported Otorohanga College to successfully secure kiwisport funding to purchase a ‘speedminton’ kit for the college and hosted a 6 week inter house competition to promote the sport. 63 students participated in this competition. College now working with DC to link with Badminton club to support students to have a go at badminton.</li> <li>• <b>KiwiSport Holiday Programme - Football</b> Supporting North King Country Junior Football to host an ASB Fun Football and development holiday programme in the April &amp; July school</li> </ul>	

<p><b>Work with Energize and other partners to increase sport opportunities and increase participation in Primary Schools</b></p>	<p>holidays. 22 (April) and 33 children (July) attended.</p> <ul style="list-style-type: none"> <li> <p><b>KiwiSport Junior Rugby League</b></p> <p>Supported Kiwisport Rugby League Officer to host a 5 week afterschool programme in conjunction with Tigers Sports Club 34 children attended these sessions. This led into children participating in a North King Country Rugby League festival day in March where 52 children participated in fun activities promoting Rugby League. Programme supported Tigers Sports Club to enter a team into the Waikato Junior League competition this year.</p> </li> <li> <p><b>KiwiSport Cricket</b></p> <p>Supported Kiwisport Cricket to host a ‘Cricket Festival’ day at the Otorohanga Domain for North King Country Schools. 14 teams participated (112 children). Otorohanga College students helped with the umpiring on the day.</p> </li> <li> <p><b>KiwiSport Hockey</b></p> <p>Taster sessions were held in Otorohanga schools leading into the start of the North King Country Hockey competition in May. DC coached and supported 2 Junior teams and 1 Intermediate team to participate in the competition.</p> <p>DC facilitated the Waikato Hockey ‘Slicksticks’ 8 week development programme in the North King Country. 21 children attended this programme and competed in a 2 day competition held in Hamilton during the July Holidays.</p> </li> <li> <p><b>KiwiSport Netball</b></p> <p>Supported Kiwisport Netball officer to link in with the Otorohanga Netball Centre to support their existing Junior development programme.</p> <ul style="list-style-type: none"> <li>2 holiday sessions were held with 30 children attending</li> <li>‘My Team and Me’ – coaching course held for all netball coaches at the Netball Centre. 14 coaches attended the course.</li> <li>The 12 Project Energize schools in the district focus on <b>improved nutrition</b> and <b>increased physical activity</b></li> </ul> </li> </ul> <p>Sessions from term one include:</p> <ul style="list-style-type: none"> <li>Tip sheets and newsletter nuggets</li> <li>Whole school fitness and Huff n Puff</li> <li>Kiwi Swim Safe delivery</li> <li>Project Energize (Otorohanga &amp; Waitomo) ran a joint leadership day at the Otorohanga Domain for all primary schools to send along any prospective yr 6 &amp; 7 school leaders. 152 students participated in team activities sessions with a commonwealth games theme. DC supported and was guest speaker focusing on Commonwealth Games theme.</li> <li>Ran a 3 week afterschool bike programme with a focus around Bikewise and safe cycling. 12 children attended</li> <li>Ran a 3 week afterschool cooking session with tips being shared around the three main meals breakfast, lunch and dinner. 11 students attended this.</li> </ul>
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	<ul style="list-style-type: none"> <li>Coordinated a 'Kawhia Amazing Race' project in conjunction with Kawhia Medical Centre and Kawhia Primary School. (not completed yet)</li> </ul>
<p><b>Work with primary schools sport cluster. To increase sport opportunities and participation</b></p>	<p>Supported the following events these last two terms:</p> <ul style="list-style-type: none"> <li>Supported Primary School Cluster (COPS) swimming sports</li> <li>Supported Kawhia Interschool swimming sports</li> <li>Otorohanga Junior Cricket muster day</li> <li>Otorohanga Sports Club Junior Rugby Muster</li> <li>North King Country Junior Hockey</li> <li>Supported the Otorohanga Athletics Club and Otorohanga Swimming Club to host a Inter club Triathlon</li> <li>Coached and supported Otorohanga athletics club nights all of term 1</li> </ul>
<p><b>Work with Secondary Schools in the Waikato District to increase sport opportunities and participation.</b></p>	<p>Supported the following events these last two terms</p> <ul style="list-style-type: none"> <li>Otorohanga College Swimming sports.</li> <li>Otorohanga College Athletics Sports</li> <li>King Country Athletics Sports day</li> <li>King Country Swimming sports</li> <li>Supported Otorohanga College in conjunction with Sportsforce athletics to get some specialised coaching for our top athletics performers at the college.</li> </ul> <p>Member of the Otorohanga College Sports Council. A lot more structure around sport within the school with some really positive outcomes. Collaboration between sports coordinator, parents and teachers towards creating positive opportunities to play sport within the school and increasing that sporting pride within the school environment.</p>
<p><b>Involvement in or working with providers to increase participation in local events.</b></p>	<p>Facilitate <b>Bikewise</b> events in the Otorohanga/Kawhia District. Collaborative planning of activities with North King Country Road Safety Coordinator, Otorohanga District Council and Otorohanga Police.</p> <ul style="list-style-type: none"> <li>Energize afterschool 3 week programme around bike safety and cycling to school.</li> <li>Three training tip sessions leading into the district 'Tour de Otorohanga' in April. 15 people participated in these.</li> </ul> <p>Promoted the <b>North King Country Summer Nature Programme</b> (local walks and organised tramps)</p> <p>Promoted the <b>Kaumatua Games</b> in Te Kuiti for our Maniapoto area. 10 teams and 86 participants took part.</p> <p>Supported new manager at Otorohanga Pools Complex (TLC) to develop a plan around new programmes to get more community type activities happening.</p> <p><b>'Tour de Otorohanga'</b> – supported Otorohanga Rotary to host this event on 6 April.</p> <p>136 competitors. This event caters for all with 4 races that accommodate social and competitive riders.</p> <p>Supported by Otorohanga District council and Otorohanga police around safety and traffic management.</p>



	<p>Money raised goes towards Otorohanga Rotary</p> <p><b>‘Bailey Ingham/Otorohanga Dental Surgery Mid Winter Run/Walk’</b> – supported the organisers of this event held on 18 June.</p> <p>Over 350 competitors (10<sup>th</sup> year). This event is very popular and a great event for the community.</p> <p>This event certainly caters for all with 4 races offered over the 5 &amp; 10km distance for walkers and runners.</p> <p>Supported by Otorohanga District Council and Otorohanga Police around safety and traffic management</p> <p>Donations given this year went to the Friends of Otorohanga College fund to be used for sport in the college.</p> <p><b>‘Caves to Coast’</b> – Working with Chris Kay, Waitomo DC and Stephen Cox (Dynamo events organiser) to look at the opportunity of hosting a cycle race from Waitomo out to Te Angra.</p> <p>Promoted Pureora Timber Trail ‘Trail Blazer Mountain Bike Event’ organised by Dynamo Events as an opportunity for our local mountain bike riders.</p>
<p><b>Support holiday programmes</b></p>	<ul style="list-style-type: none"> <li>• Support St Brides church and Harvest Centre when required. Linking in kiwisport and Energize to provide sporting opportunities as part of these two providers.</li> <li>• Support Kiwisport and Sportsforce holiday programmes. Hosted either in Te Kuiti or Waitomo as a lot of our Junior competitions are North King Country Competitions which spread across both districts.</li> <li>• Kawhia – have struggled to find a consistent link out there to organise holiday programme with. In process of linking with Energize, Otorohanga College Hostel, Kawhia Primary School, Kawhia Medical Centre and Hinga &amp; Lloyd Whiu on a project around holiday programmes for Kawhia</li> </ul>
<p><b>Local community recreation and club development projects</b></p> <p><b>Focussed on increasing participation and or membership</b></p>	<p>Support for the Waikato Regional Facilities Strategy which has involved collecting base line data on existing facilities. This has since been completed and submitted as part of the process of creating a Waikato Regional Facilities Strategy. It is hoped this document could provide some guiding principles for local facilities</p> <ul style="list-style-type: none"> <li>• Continued involvement with ODDB collecting information towards the Otorohanga “HUB” concept. Supporting clubs and recreational users in investigating sharing of facilities.</li> <li>• Sport Waikato in conjunction with Waikato/Bay of Plenty Football have worked closely with North King Country Junior Football setting up their constitution and rules, and have also investigated the merits of affiliation to WaiBOP and have established NKCJF as an incorporated society.</li> <li>• Continue to investigate and instigate opportunities for collaboration between Otorohanga and Waitomo districts. Be that events and or development of facilities</li> <li>• Continued promotion of Otorohanga’s ‘Be a Sportie’ project</li> </ul>

	<ul style="list-style-type: none"> <li>Continued support to Council around promoting Otorohanga district and its cycling opportunities.</li> <li>Continued support to any groups considering holding any active events (advice, templates, support with traffic management plans, promotion and volunteers)</li> </ul>
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<b>Outcome – Increasing physical Activity and improving nutrition for health, fun and as a lifelong habit</b>	
<b>Quality of life:</b>	<b>Evidence/ Measurement</b>
<b>KPI</b>	<b>Evidence/ Measurement</b>
<b>Deliver parent education sessions related to foundation and fundamental skills.</b>	<p>Under 5's program manager has delivered 2 education workshops at Otorohanga Parent Centre. 23 mothers participated.</p> <p>Supported 'wriggle and rhyme' sessions a joint initiative between libraries and Sport Waikato.</p>
<b>Raise awareness of the importance of fundamental skills through distribution of KiwiBaby, KiwiToddler and KiwiPreschooler manuals</b>	<p>Resource distribution for the period has included</p> <ul style="list-style-type: none"> <li>19 Kiwi Baby series manuals</li> <li>22 Active Movement manuals</li> <li>25 healthy eating brochures</li> </ul>
<b>Promote and support community activity options/groups</b> <b>Increase numbers in target groups and develop new opportunities to meet needs where required.</b>	<p>Regular visits are made to community exercise groups district wide, supporting leaders, providing any training and resources where needed.</p> <ul style="list-style-type: none"> <li>'What's on in Otorohanga' resource developed and updated ongoing. Lists activity groups and options available in Otorohanga &amp; Kawhia</li> </ul> <p>Numerous enquiries within the support house environment with activity options within Otorohanga District information being distributed.</p> <ul style="list-style-type: none"> <li>6 fit strip booklets given out as well as fit strips</li> <li>23 activity diaries given out with mentoring session around how to use it.</li> <li>93 enquiries over this reporting period</li> </ul> <p>2 x educational presentations to Otorohanga St Johns Cadets (aged 7-16years) around injuring prevention, protective/safety equipment for sport and sport/exercise nutrition by DC. 26 cadets attended sessions</p> <p><b>'Kawhia Amazing Race'</b> an exciting event planned in March. Collaborative project with school, sports club, Sport Waikato and other community groups. A community event for all the whanau including all ages to be held in the Kawhia township. As a statement of respect it was postponed due to a very sad disappearance of a local kaumautā who had gone missing. This event will be held at some point in the future after an appropriate season of mourning has passed.</p> <p>Attended Kawhia Maketu Poukai, held at the Maketu Marae. Involved in discussions around the importance of health and well being across the generations. Over 200 attended. There seems to be a 'revolution of cultural</p>

<b>(Kawhia specific)</b>	<p>change' within the Marae around, food preparation, food choices and the awareness of its nutritional value.</p> <p>Attended and presented at a Miri Miri at Kawhia Sports Club. 25 people in attendance. A day that is organised to support local Kaumatua of Kawhia with personal care and massage. Ran sit and be fit activities.</p> <p>Supported Matariki Health Day held in the Kawhia Hall. Had a stand with 'tip sheet' hand outs and delivered messages around sugary drinks and importance of exercise. Over 100 people in attendance.</p> <p>Healthy Lifestyle Coach has joined the Asthma Society Support Group that meets every three weeks at the medical centre and helps deliver messages that complement what the Asthma Society is trying to achieve. 6 residents members of this group.</p>
<b>Healthy lifestyle sessions/workshops/events</b>	<p>Collaboration project with DC, Energize and Active &amp; Well Lifestyle Coach planned and about to start.</p> <ul style="list-style-type: none"> <li>• 6 week 'Shape up your Life'</li> <li>• Series of 6 FREE workshops</li> <li>• Open to all.</li> <li>• Sharing the messages from Project Energize to the wider community as well as linking in Green Script opportunities and promoting local opportunities.</li> </ul>
<b>Support Green Prescription (GRx) programmes in the community</b>	<p>Clients are provided with regular support from Permillia Whitiara our GRX coordinator by phone and/or face-to-face meetings. These clients are encouraged to attend local community activity sessions as part of their transition back into regular exercise.</p> <p>GRx numbers for the period covering 1 January – 30 June</p> <ul style="list-style-type: none"> <li>• Otorohanga 13 GRX referrals (9 female &amp; 4 male)</li> <li>• Kawhia 6 GRX referrals (4 female &amp; 2 male)</li> </ul>

<b>Outcome Community Development: – Developing capability to ensure effective delivery of physical activity, recreation and sport</b>	
<b>KPI</b>	<b>Evidence/ Measurement</b>
<b>Provide ongoing training to primary school teachers and coaches in understanding and teaching fundamental skills</b>	<p><b>Project Energize</b></p> <p>Term one has seen a focus on swimming and athletics training.</p> <p>Term two has seen winter sports be the main focus, with umpiring/coaching courses being run within schools</p> <ul style="list-style-type: none"> <li>• Kiwi swim safe</li> <li>• Whole school fitness and Huff &amp; Puff</li> <li>• School leaders team building games day</li> <li>• Educational tip sheets and newsletter nuggets</li> </ul> <p>Team Energize work with local primary schools to develop individualised annual plans for activity and nutrition which are implemented in each school with their support. Boards of Trustees for each school endorse the plans.</p>
<b>Work with primary,</b>	Secondary school students are providing a valuable resource for Primary

<p><b>intermediate and secondary schools to facilitate development and implementation</b></p>	<p>School events and along with that are developing leadership and officiating skills.</p> <p>Secondary school students have assisted with: Ki O Rahi, Primary Schools Cluster winter sports day (Ripper Rugby, Football &amp; Netball), Cricket festival day and Leadership games day.</p>
<p><b>Provide opportunities for secondary school leadership through local Kiwisport initiatives and other community sport events</b></p> <p><b>Provide development or training for officials' administrators and coaches and clubs. Work with agencies to improve provision for sport</b></p>	<ul style="list-style-type: none"> <li>• Instigated and continued involvement with the Otorohanga College Sports Council.</li> <li>• Continued involvement with ODDB around Otorohanga 'HUB' Project Development.</li> <li>• Continued involvement with the Waikato &amp; North King Country Hockey Associations to grow and develop hockey opportunities in our district. . Although an application from Thames Valley Hockey to employ a part-time administrator was successful, the process since has not been smooth.</li> <li>• Support for the Tigers Sports Club and N Z Rugby League Festival in Otorohanga. Junior Rugby League team now playing in Hamilton competition.</li> <li>• Swim technique clinics held in Otorohanga 11 attendees</li> <li>• Continued involvement with the Otorohanga Bowling club to host another successful business house competition. 14 Teams entered the competition.</li> <li>• Netball Coaching Course – 'My Team and Me'. 14 Attendees</li> <li>• Football Coaching Course and Holiday programme. 11 Attendees</li> <li>• Cricket Coaching Course. 8 Attendees</li> </ul>
<p><b>Local Community projects to improve the delivery of local sport</b></p>	<p>Support for the Waikato Regional Facilities Strategy which has involved collecting base line data on existing facilities. This has since been completed and submitted as part of the process of creating a Waikato Regional Facilities Strategy. It is hoped this document could provide some guiding principles for local facilities</p> <ul style="list-style-type: none"> <li>• Continued involvement with ODDB collecting information towards the Otorohanga "HUB" concept. Supporting clubs in investigating sharing of facilities. Community Hub Concept – an opportunity seeking exercise around the concept of Community Sport Partnerships. Have developed a questionnaire and meeting with clubs to gather the information.</li> <li>• Investigate and Instigate opportunities for collaboration between Otorohanga and Waitomo districts. Be that events and or development of facilities</li> <li>• Continued promotion of Otorohanga's own 'Be a Sportie' project</li> </ul>

<b>Outcome – Information and promotion: Improve coordination and promotion of information of all physical activity recreation and sport opportunities in the district</b>	
<b>KPI</b>	<b>Evidence/ Measurement</b>
<p><b>Providing community with information on events, development and funding opportunities</b></p> <p><b>Effective use of</b></p>	<ul style="list-style-type: none"> <li>• Fortnightly columns in the Waitomo News sharing with Waitomo DC</li> <li>• District webpage kept up to date with Sport Waikato events</li> <li>• Monthly window displays in the office window (Support House). Library and District Council noticeboards.</li> </ul>

<p><b>communication including information on website, window displays, local newspapers, information centres and other stakeholders</b></p>	<ul style="list-style-type: none"> <li>• A number of Sport Waikato Programme Managers continue to assist individual sporting organisations as needed.</li> <li>• Spectator e-newsletter is circulated to all clubs/schools quarterly</li> <li>• Project Energize newsletters distributed to all district primary schools and nuggets regularly given for school newsletters.</li> </ul>
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<b>Outcome – Creating pride in community: Through supporting , encouraging and valuing volunteers</b>	
<b>KPI</b>	<b>Evidence/ Measurement</b>
<p><b>Recognizing volunteers by supporting volunteer recognition through the Sport Maker Initiative</b></p>	<p>Promotion of Sport Waikato’s Regional ‘Sport Maker’ to capture our own district sporting volunteers. Anyone can nominate a volunteer and monthly nominations are encouraged and the nominee receives a letter acknowledging their support to sport and is also entered in a monthly prize draw where they can win merchandise from lotto.</p> <p>Otorohanga has had 64 Sport Makers nominated so far. 14 of these have won merchandise items.</p> <p>Also as part of this promotion nominees also receive a Sport Maker Volunteer Card which is specific to their district and can receive discounts at participating businesses.</p> <p>Sponsors of the Otorohanga card: Everhealth Pharmacy, Good Guys Hire, NZ Pizza, Little Scissors, Kings Sportsworld, The Thirsty Weta, King Country Chiropractor, Otorohanga Tyre Service.</p> <p>Had piloted this as ‘Be a Sportie’ card in Otorohanga as part of our own ongoing district project. Sport Waikato have now rolled the concept out to the other districts as ‘Sport Maker’ cards</p>
<p><b>Hosting Waikato District Sports Awards to recognise contribution to and excellence in sport</b></p>	<ul style="list-style-type: none"> <li>• Continually gathering articles and success stories to ensure all are captured for District Sports Awards &amp; Volunteer Recognition in November.</li> <li>• Planning underway for November Event</li> </ul>

**Robbie Matthews**  
**DISTRICT SPORTS COORDINATOR**

**Item 102            ODDB REPORT FEBRUARY TO JULY 2014**

**To:**                **His Worship the Mayor & Councillors  
Otorohanga District Council**

**From:**            **Otorohanga District Development Board Chair**

**Date:**             **19 August 2014**

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**Relevant Community Outcomes**

- Ensure services and facilities meet the needs of the Community
  - Provide for the unique history and culture of the District
  - Promote the local economy and opportunities for sustainable economic development
  - Foster an involved and engaged Community
- 

**Executive Summary**

The activities of the Otorohanga District Development Board for the period of January to July 2014 are outline below by the Chairperson.

**Staff Recommendation**

It is recommended that:

The Otorohanga District Development Board report for the period 1 February to 31 July 2014 be received.

**Report Discussion**

**MEMBERSHIP**

As reported in February, the ODDB advertised two vacancies and was very pleased with the number and calibre of applicants. After interviewing all applicants, Kylie Mouat and Dianne Porter were appointed to the Board bringing new skillsets with them and already making a significant contribution.

**I SITE / INFORMATION CENTRE**

Opening hours have been reduced and visitor numbers are down over the winter months, Kawhia being particularly quiet but this is not unusual for this time of year. Teresa has organised an election day excursion to The Chateau for lunch, travelling by train to National Park [after voting, of course] and returning to Otorohanga by bus tickets available through the I Site. Fielddays tickets sold well but sales were down on last year as more and more tickets are sold online.

The new district brochure is now available and the ODDB have also made a small contribution to the Explore Waitomo foldout map in return for editorial input and content representing the Otorohanga district, including Kawhia. Liz Cowan has updated photos and content relating to our district. Such locally produced brochures and maps provide in depth information re local attractions and represent very good value for money invested.

Filming has recently been completed for a district video to be played in the i-Site and uploaded to Utube with links to local websites. Editing and final production have not been completed yet. This project is being coordinated by the manager of the I Site.

New signage is being designed by Carole Shephard for the Kawhia Museum and Information Centre. The current sign, an ODDB initiative a number of years ago, is rather tired looking. I attend most committee meetings of this organisation.

Visitor numbers - Otorohanga i-Site	2012/13	10003
	2013/14	10316 [up 3.1%]
- Kawhia Info Centre	2013/14	3887

## **WEBSITES**

The board has recently commenced a revamp and upgrade of the Kiwianatown website. Unfortunately, no statistics are available for this website.

Visits to [www.otorohanga.co.nz](http://www.otorohanga.co.nz) July 1, 2013 – June 30, 2014 = 32086

## **KAI FESTIVAL**

The recent announcement by the Kai Festival Committee not to continue running this iconic event came as a great shock and is very disappointing. The Kawhia Community Board is in the process of organising a meeting with the committee and it would seem that there is considerable enthusiasm in the community to keep this event going in some form.

## **YOUTH INITIATIVES**

As indicated in my February report, all MSD funding for our programmes was indeed withdrawn. This has meant the ODDB has had to renegotiate all contracts, KPI's etc with our service providers, the new contracts now being in place. The current funding for these initiatives is not sustainable and is a matter that will require serious consideration by council in the very near future. In the meantime, we continue to seek as much funding as possible from other sources.

The Otorohanga / Waitomo Mayoral Graduation ceremony, held in May and hosted this year by Waitomo District Council, was another resounding success. It was very pleasing to see so many girls and older women receiving certificates. The number of youth being acknowledged for their achievements is testament to the value and success of our initiatives and the people who run them.

## **PROJECT KIWIANA**

The committee has installed a new "Maori Kitch" module in the Ed Hillary Walkway and continue to work on the development of a Kiwiana themed playground at the Brett Reserve.

Wall of Fame: PK have advertised for locals to "tell their Story" re the history of the district which will then be mounted in panels along the side wall of the ODC building.

The Kiwiana education modules funded by the ODDB – Kiwiana is a part of the NZ curriculum – continue to attract significant school visitor numbers. Schools from around the region [eg Kati Kati College, Tokoroa] as well as local schools take advantage of this Learning Experience Outside the Classroom thereby providing further exposure for our town and district to the domestic tourism market.

## **BUSINESS BREAKFAST SEMINARS**

The ODDB, in partnership with the Otorohanga Business Association, is again funding and facilitating a series of 3 Business Breakfasts, the first to be held this Thursday, August 21 at 7.30am. This was advertised in the Waitomo News [5 August] with a full page advertorial feature. Business Consultant, Dr Steven Saunders will lead the interactive sessions to help businesses achieve more from their enterprises. To register for the first seminar, email [businessmentoring@gmail.com](mailto:businessmentoring@gmail.com).

## **ULTRA FAST BROADBAND**

In partnership with the Otorohanga Community Board, this initiative was completed by Chorus earlier this year although somewhat later than anticipated. Teething problems with some Service providers are being worked through.

## **SPORTS AND COMMUNITY HUB**

This potential project is still very much in research phase. Sport Waikato Coordinator, Robbie Matthews, is currently working with community organisations and sports clubs, providing assistance to fill in a questionnaire to acquire information and data in order to establish the feasibility of this project.

## **AUGMENTED REALITY PROJECT**

Earlier this year, the ODDB was approached with a proposal to develop an app for a Virtual Bird Park in Rotary Park near the Kiwi House, where people can interact with extinct birds such as the moa. The park would eventually be populated with a flock of moa, nest, chicks and a predator such as the Haast Eagle.

The board granted seed funding to develop a prototype app to create a virtual moa, using International and local experts to animate a bird with authentic appearance, sounds and behaviour. ODDB considered this an opportunity to support an existing, iconic district business, The Kiwihouse, [a partner in this project] to raise its profile and therefore become more economically sustainable. We considered this to be a visionary initiative which would enhance Otorohanga's reputation as a centre of innovation and supports the ongoing campaign portraying our district as forward thinking and progressive, ie a district where other New Zealanders might want to live work and play.

Other flow on benefits – education of youth through development of courses in local schools in 3D modelling, programming and animation, enabling students to create their own content for the park; develop more career paths that may be based in Otorohanga; grow the tourism stream and bring in additional income for the Kiwihouse and other businesses generally.

Part of the seed funding has also been used to develop a promotional video, filmed at the Kiwihouse, to help with further fundraising and the Kickstarter campaign. This promo film has already attracted considerable media exposure, featuring on TV 3 News, Newstalk ZB as well as in the Waikato Times and Herald on Sunday. The feedback from this exposure of our district has been extremely positive. I understand that there will soon be an article in the Waitomo News.

It is very important to realise that this app is still in the development phase – it is not yet available to the public!

## **INCITE**

The Board is organising another Incite event for November 3. Planning is well underway for this night of entertainment and inspiration. Further details will be announced soon.

## **ECONOMIC DEVELOPMENT STRATEGY WORKSHOP**

Following on from its June meeting, the board held a workshop for the above purpose in order to facilitate GROWTH and reverse the trend affecting most of rural NZ. The workshop was very well attended by staff, councillors and community members. After much discussion, it was decided to establish a core / focus group from across the district led by the Mayor, to further drive this initiative.

## **CONCLUSION**

Having been in the Chairperson's role for less than one year, I am amazed at the amount of business, projects and initiatives that the ODDB deals with. It would not be possible without the unstinting and outstanding commitment of Board members for which I am greatly appreciative and thank them most sincerely. ODC and the district ratepayers are indeed very well served!

**Deborah Pilkington**  
**CHAIRPERSON OTOROHANGA DISTRICT DEVELOPMENT BOARD**



**Item 103            ROUTINE ENGINEERING REPORT FOR MAY TO JULY 2014**

**To:**                    **His Worship the Mayor and Councillors  
Otorohanga District Council**

**From:**                **Engineering Manager**

**Date:**                **19 August 2014**

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**Relevant Community Outcomes**

- The Otorohanga District is a safe place to live
  - Ensure services and facilities meet the needs of the Community
- 

**Executive Summary**

This is a routine report on engineering matters for the period May to July 2014.

**Staff Recommendation**

It is recommended that:

The Routine Engineering report for the period May to July 2014 be received.

**Report Discussion**

**Section 1: Road Maintenance**

**Contract 963 Road Maintenance (Inframax Construction)**

Drainage works have again been a focus with the road maintenance contractor over the last three months, with improvements being made in Aoteroa, Huirimu, Mangare, Kahorekau and Waipapa roads in the east of the district, and Aotea, Raglan, Moerangi, Okupata, Kaimango and Pirongia West Roads in the west. All roadside drains, culvert inlets and outlets have been cleared and small slips removed.

Maintenance grading has been undertaken through the district with a few more roads to be graded when weather conditions permit. Due to continuing corrugation problems on Okupata road we have treated the hill section from the end of seal to around the ten kilometre mark with KOBMM, this will reduce corrugations by stabilising the top layer of the unsealed surface.

Roadside mowing has been completed throughout the district, with very good results using the method trialled earlier this year. The method has removed all vegetation hanging over batters and improved visibility on all roads.

Several isolated storms through the winter have caused problems with slips and blocked culverts, mostly affecting the west side of the district in the coastal area. There have also been four washouts on Pirongia West, Aotea, Moerangi, and Hauturu Roads, with remedial works on Moerangi and Hauturu Roads still to be completed. The major slip on Hauturu Road is still being monitored with the exposed clay areas being hydro seeded in June, to promote some growth and aid in stabilising the loose material.

Attention has been paid to marker pegs and signage works following the annual night patrols with a list of faded signs and non-conforming marker pegs submitted to the contractor for attention. This item has improved markedly over the last year.

### **Contract 981 Pavement Marking (Roadrunner Markers)**

Weather over the last two months has not been suitable for road marking, there are a few sites throughout the district that require a tidy up and remark, also some areas with reflective centre line markers to be replaced.

### **Contract 982 Street Lighting (The Lines Company)**

This contract was rewritten and went to tender in May 2014, with several changes to improve the service Council receive. The contract was tendered as a 2 year contract with three optional 1 year extensions, potentially creating a five year term providing the contractor performs to the contract specifications. Two tenders were received, as follows:

The Lines Company	\$173,892
Elektron Group Ltd	\$1,146,338

The contract was awarded to The Lines Company, who also held the previous contract for this work.

North Power, under contract to The Lines Company, are still in the district working on the upgrading of power poles.

### **Contract 994 2<sup>nd</sup> Coats & Reseals (Higgins Construction)**

All sealing work in this contract was completed in May. All sites have been inspected and are currently under a twelve month maintenance period.

### **Contract 980 Bulk Metalling (2012–2015) (Inframax Construction)**

Physical works on the 2013/14 schedule for this contract were completed in June with 60% of the 14/15 schedule also completed by the end of July. All roads that have been completed, conform to the required standard and are in good condition.

### **Contract 973 Area Wide Pavement Treatment (Inframax Construction)**

All physical works in this contract have been completed with good results, all sites are now under a three month maintenance period.

### **Contract 1007 Area Wide Pavement Treatment (2014 – 2016)**

This contract is to be tendered in October as a two year contract with nine possible sites, currently all surveyed but yet to be designed and prioritised, depending on budgets and required works.

### **Contract 1000**

#### **Footpath Construction & Maintenance**

This Contract was tendered but only one tender was received, this was well above the Engineers estimate, therefore no Contract has been let.

Footpath inspection and condition rating has been undertaken on 50% of the network with selected portions being added to a new contract to be tendered this season.

### **Section 2: Other Roading Activities**

C995 Wharephunga Road SS is out to tender which closes on 25 August 2014.

### **Section 3: Water Services**

#### **Kawhia Water Supply**

The supply of potable water to Kawhia has been maintained despite the required shut downs and other works associated with the upgrade of the Kawhia water treatment plant.

The contract for the new UV filters and cartridge filter along with associated programming and telemetry has been practically completed but not yet contractually approved. There have been challenges with a considerable volume of very fine particles in the spring water resulting in filters blocking relatively quickly and the UV sleeves becoming dirty. Some of these issues have been resolved. One significant step forward has been the re-commissioning of the clarifier which is working well. The water currently being produced is sand filtered, UV treated and chlorinated. It is very clean and by far the best quality potable water produced for Kawhia. The previous water was more than acceptable and met drinking water standards; however the upgrade definitely improved this still further.

The operation of the clarifier will however increase operating costs and further investigation is required to explore other possible lower cost approaches to meeting the requirements of the NZ Drinking Water Standards.

There have been several minor leaks occur in the reticulation which were dealt with quickly and efficiently by the water services team. No major leaks occurred.

A new electronic 'Magflow' meter has been fitted to replace the old ones on both the North and South springs which had reached the end of their useful lives.

### **Arohena Water Supply**

There have been no significant issues with any of the Arohena scheme plants with continuity of supply and water quality acceptable during this period.

The Taupaki sand filter is now operating well after repairs and replacement of the sand.

The replacement of the Huirimu dugout cover is becoming more urgent and the liner will also be checked prior to replacement of the cover to ensure it is still serviceable. There is a possibility the liner will need replacing.

A new raw water flow meter has been installed at Kahorekau and a new treated water meter at Huirimu to comply with resource consent reporting, though the associated telemetry is not yet complete. Getting suitably qualified technicians to carry out the work is proving to be a challenge as they are in short supply and have high workloads.

### **Tihiroa Water Supply**

In the previous engineering report it was suggested that the sand filter could again cause problems, and unfortunately this has been the case. The blocked filter nozzles will again need to be cleaned out as they were last year. The Rural Water Scheme Committee has not yet convened a meeting or indicated a preferred approach to be taken to remedy these issues, despite indicating a desire to be involved. This leaves no option but to spend money to keep the plant operational, and this has been recently conveyed to the Committee. Committee Chair Duncan Coull has given assurances that a response will be provided in the near future.

There is also the need for significant work on the electrical switchboard. Quotes for this work have been requested from three local electrical contractors, but to date only one quote has been received, which is above the allocated budget, and hence the other contractors are still being encouraged to quote.

The construction of the new chemical containment bund outside the building has been completed and the new storage tank has been installed, certified and connected to the plant.

### **Ranginui Water Supply**

No significant issues have arisen with continuity of supply or water quality during this period. Recently the impeller on one of the low lift pumps was damaged and needed replacing, a new inlet screen has been fitted which will prevent further damage of a similar nature in future.

The sand in the sand filter is due for replacement.

A new raw water meter has been purchased for installation which has been delayed due to the high work load in other areas and requirement for a significant amount of new pipework to accommodate the meter.

### **Otorohanga and Waipa Water Supplies**

The Otorohanga water treatment plant is continuing to run well. All pumps are performing as required and there are no known significant issues with any of the reticulation pipework. There have been a number of leaks in the pipework fittings due to age on both the Otorohanga and Waipa reticulation lines which have been repaired, and the need for such repairs is likely to continue to increase.

An investigation and subsequent report on the possible replacement options for the low-lift pumps was completed by consultant Cliff Boyt which indicated that the most effective solution was the primary use of self-priming pumps located on the river bank at a level of approximately one metre above the current intake structure platform, rather than the a replacement of the existing submersible pumps. Final checks on the design criteria and details are underway and the pumps will be ordered shortly.

### **Storm Water Pump Stations**

No issues have arisen with the pump stations during this period.

The Mair Street pump station electrical board upgrade has been completed and successfully commissioned and the control setting glitches in the Huiputea pump station have been addressed.

A quote has been accepted to repair the corner of the Otewa Road pump station building which has subsided.

### **Waste Water**

The waste water treatment plant is functioning well; the additional bottom fed aeration system has continued to operate without problems. There are no odour or visual problems with the plant.

Excellent effluent quality levels were achieved during April, the first stable operating month after the aeration upgrade was completed. Subsequent effluent quality monitoring for phosphorus and nitrogen during May and June has however been adversely affected by maintenance work, carried out on the wetland cells, which resulted in a lot of sludge and sediment being stirred up. Results for July were much improved and it is hoped that without further disturbance to the plant the good results will be sustained.

There were no significant issues with the sewer reticulation.

### **General**

This has been a busy period for the Water Services Team due to additional work generated for them by the Kawhia Water Plant upgrade and fitting new flow meters on some of the rural water schemes.

The continued greater emphasis being placed on preventative maintenance and future proofing, whilst this is in its early stages, is producing favourable results. Staff are buying into the philosophy of doing things well rather than as cheaply as possible, whilst still being highly cognisant of the operating budgets.

## **Section 4: Parks and Facilities**

### **Parks and Reserves**

The parks and reserves throughout the District are being well maintained despite wet conditions. There were no significant issues or complaints from the public.

### **Memorial Swimming Pool**

Water quality is well within the required parameters and no complaints were received from the public. Energy saving from the new boiler are noticeable as are reduced chemical costs from the new chlorine dosing system, more importantly the level of service to the people using the facility has improved as a result of these changes.

TLC has employed a dynamic young personal trainer to build the gym business and gym usage has increased significantly as a result of this.

In the 2014 financial year the figures of visits to the complex were as follows:

Pool Adults	4513
Pool Children	6646
Pool Spectators	623
Pool Schools	1714
Gym	5373

### **Kawhia Reserves**

All the Kawhia parks and facilities are being maintained to a good standard, as is the cemetery. There have been no further significant issues with horses damaging parks and the Kaora Track.

### **Kawhia Wharf Repairs & Strengthening**

Strengthening works to the first (landward) span of the Kawhia wharf and other localised concrete repairs to the wharf have recently been completed by Contech Ltd, at a total cost (including associated design works by Tonkin and Taylor Consultants) of \$40,649. This cost is to be shared on a 50:50 basis with New Zealand Steel because of their extensive use of the wharf and need for it to maintain the capacity to carry heavy loads

With the completion of these repairs the wharf is now believed to be in a very sound condition, and may not need further significant structural work for 20 or 30 years.

### **Kawhia Foreshore Erosion Protection Works**

A new retaining wall has been built to replace the old punga and concrete wall at the Karewa boat ramp.

The six new groynes have also been completed with a significant increase in sand retention already apparent.

Some higher than expected expenditure on these items and the design component of the Kawhia Wharf works described previously will however result in expenditure in the Harbour Services account slightly exceeding the \$50,000 budget for these works.

## **Section 5: Refuse and Recycling**

### **Ngutunui Rural Recycling Centre**

Problems are being experienced with the dumping of refuse and other non-recyclable materials at this facility. Whilst the majority of users are using the facility properly a minority is treating it as a refuse dump.

If this inappropriate usage does not cease it may be necessary to close the facility. A large sign warning of the potential for this is to be placed at the site.

## **Korakonui Rural Recycling Centre**

This new facility is expected to be operating within the next week or so.

### **Section 6: Other Matters**

#### **New Appointment**

A new appointment has been made in the Projects and Design team, with Jan Swanepoel being appointed to the position of Senior Engineering Assistant to fill a vacancy created through the loss of previous staff. Jan has previously worked for ODC, and is an experienced engineer who is expected to make a significant contribution to the capability of the team.

It is however of continuing concern that a suitable appointment to this position could not be made from local candidates (Jan is currently based in Australia), which again highlights the potential fragility of some areas of the Council organisation.

#### **Surveying Services**

Following the recent death of Council's Surveyor, Gerry Ford, a decision has been made that in future the more challenging surveying duties which require the skills of a professional surveyor will be contracted out. Following an expressions of interest process Murray Hislop Surveyors of Te Awamutu has been selected as the preferred provider of this service.

Council engineering staff will however continue to undertake much of the more straightforward surveying work associated with their duties.

**Dave Clibbery**  
**ENGINEERING MANAGER**

**Item 104           UPGRADING THE STREET LIGHT NETWORK TO LED LANTERNS**

**To:                   His Worship the Mayor & Councillors  
                          Otorohanga District Council**

**From:                Roading Manager**

**Date:                19 August 2014**

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**Relevant Community Outcomes**

- The Otorohanga District is a safe place to live
  - Ensure services and facilities meet the needs of the Community
  - Manage the natural and physical environment in a sustainable manner
- 

**Executive Summary**

A proposal is presented for the replacement of existing street light lantern heads with Light Emitting Diode (LED) units. This offers economic benefits in terms of energy savings and reduced maintenance requirements while providing an improved level of lighting.

**Staff Recommendation**

It is recommended that:

Approval is granted to proceed with upgrading of the districts street light and amenity lighting to LED lanterns as presented.

**Report Discussion**

**Background**

There is currently publicity around the potential savings to Road Controlling Authorities for switching to Light Emitting Diode (LED) street lighting, with Auckland Transport having now committed to upgrading their assets.

LED lighting uses up to 50% less energy in comparison to current technology sodium lamps which provides an immediate operational cost saving, and the LED lantern heads are also expected to require less maintenance also providing a saving.

Otorohanga District has been aware of this groundswell of change, but despite being of the opinion that savings were potentially achievable we have been cautious about adopting the technology until it had been trail blazed by others. With Auckland Transport completing significant studies into LED lighting and now committing to an upgrading programme of 40,000 lights over four years starting this financial year, and NZTA advising they are soon to issue materials specification M30 for street lights the time to consider upgrading has arrived.

Some technical information has now been obtained from a light supplier as to the expected energy savings having first established the existing energy use of the current stock of conventional lamps in the street lights, allowing for an examination of the costs savings.

To change the existing lantern head units to allow the use of LED lamps is collectively a relatively expensive capital expense, and even if the long term financial benefits can be demonstrated the cost for upgrading needs to be considered in the Asset Management Plan and signalled in the Long Term Plan of Council. Applications for subsidy assistance funding from the National Land Transport Plan are due to be submitted to NZTA in October this year for the funding to be made available between July 2015 and June 2018. If a commitment to upgrading the street light

network is not made prior to October 2014 it will be three years before it can be considered for assistance funding.

### **Existing network**

The Otorohanga District operates a local road street lighting network with 432 lights including 17 rural flag lights, which is a relatively small network, the State Highway street lighting is also currently managed by ODC on behalf of NZTA which adds another 129 street lights. Most (78%) of the Council owned street lights are mounted on poles owned by The Lines Company

There are also a small number (13) of amenity lights including the lighting for the town entry signage and Kawhia wharf and some reserve lighting. It is envisaged these lights will also be upgraded but their costs and likely efficiencies are not included in this report.

While it is likely that NZTA will upgrade their lights concurrently with Council, for the purposes of this report only the Council owned local roads lights will be considered.

### **Current cost to operate the network**

The annual operation cost for the street lights is made up of the energy use and the maintenance contract as follows (estimated for 2014/15 year);

- Energy and lines charges from The Lines Company, King Country Energy and Trustpower \$64,800
- Maintenance and operations contract with The Lines Company \$59,400 broken down as follows,
  - Street light direct maintenance \$ 42,400
  - Street light renewals \$11,000
  - Asset management \$6,000

Total average annual operation cost is therefore \$124,200 or 4.0% of the roading maintenance and operations budget for Council in 2014/15

There is also the future cost to replace the existing street light lanterns when they reach the end of their useful life and are no longer repairable. Based on the recorded current condition of the street light lanterns, and assumptions of percentage of the original forty year life remaining, a forward replacement programme has been established in the Asset Management Plan as shown below.

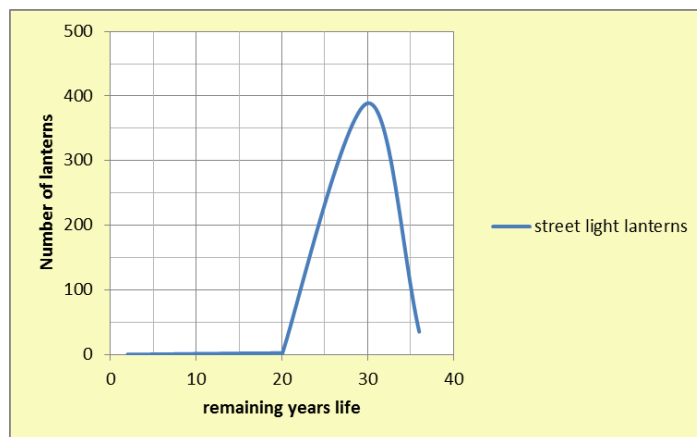


Chart 1: Expected remaining life of existing street light lanterns

The bulk of the lights are expected to be due for replacement in approximately 25 to 32 years' time, at an estimated replacement cost of \$276,000 (2014/15 value)

A similar assessment of the remaining life of the street light poles owned by Council indicates that pole replacements are not expected to commence for approximately 35 years, and so upgrading the lantern units now will not impact on future pole replacements.



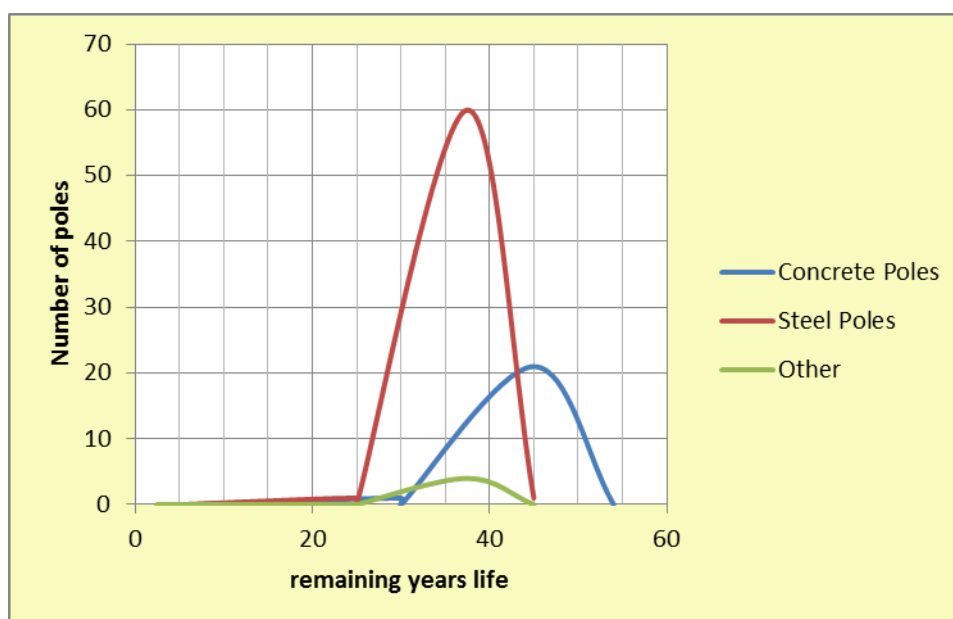


Chart 2: Expected remaining life of existing street light poles

### Compliance with levels of service

There is a technical standard for street lighting, AS/NZS 1158, but the Otorohanga network has not been assessed against this standard for compliance.

The newly established One Network Road Classification system (ONRC) which has been produced by the Road Efficiency Group, The NZTA and Local Government New Zealand includes recently published (draft) levels of service targets including the following which relates to street lighting under both the Road safety and amenity values groupings;

- Procedure as to identification, investigation and assignment of appropriate lighting is in place and operational.

While this reporting item for level of service is still in draft form, and the actual targets are yet to be set, it is clear that NZTA is expecting the current level of service to be established and a plan to be in place to address any shortfall in service to meet lighting levels in the technical standard.

It is expected that the Otorohanga network will fall short of the modern standard, but a programme of improvements can be on a long timeline if road safety issues are not high, and the community has a high level of satisfaction with the current lighting standard.

### LED street light advantages

LED street lights have a number of benefits on comparison to the currently used High Pressure Sodium (HPS) light units;

- Approximately 50% reduction in energy use,
- Reduced maintenance requirements from longer lamp life and improved reliability from reduced heat generated during operation,
- A more even spread of white light compared to the yellow light from HPS lamps, improving the distance objects are able to be seen from.

When LED street lights were first considered the maintenance needs and the expected life of the lantern units and LED diodes were uncertain, and the considerably higher unit price of that time made the capital cost recovery period much longer if at all. The suppliers are now offering warranties of up to 20 years compared to original 5 year periods, the other issues are now better understood and unit prices have reduced significantly.

It is now clear that new LED lanterns are an obvious choice for improved service at reduced operating cost, at an acceptable cost recovery period.

There are however other options for lantern / lamp upgrades which were considered in the Auckland Transport study. Existing 70W High Pressure Sodium lamps which make up 86% of the Otorohanga network are able to be changed to 50W Ceramic Metal lamps. The reduced light levels from these lamps are compensated for by the white light which is an improvement over the yellow light of HPS lamps.

The study by Opus Consultants for Auckland Transport concluded that the Ceramic lamps did give a small saving in energy use, but did not improve the level of service or provide any savings in maintenance costs.

### **Potential cost efficiencies**

The potential efficiencies to upgrade the street light network from HPS to LED lanterns are from reduced energy use, reduced routine maintenance and reduced asset management expenses.

### **Energy use**

The street light energy use charges for the recent 2013/14 year are as follows;

Supplier	Area serviced	Service	2013/14 charges
Trustpower	Kawhia	Energy and line fee	\$6,652
	Aotea	Energy and line fee	\$636
	Te Kawa	Energy and line fee	\$531
King Country Energy	Otorohanga and rural	Energy charges	\$15,610
The Lines Company Ltd	Otorohanga and rural	Line fee	\$26,158
	Otorohanga and rural	Relay charge	\$1,724
	Otorohanga and rural	Control charge	\$1,687
	Otorohanga and rural	Pole charge	\$4,161
			Total (excl gst)

Table B: Current street lighting energy costs

It is difficult separate out the lines and fixed fee component from the Trustpower accounts, but it is approximately 50% (\$3,910)

Total energy costs are \$19,520 and fixed charges are \$37,640

It is assumed that the fixed charges will reduce in proportion with the energy use charges, and that on advice from the LED lantern supplier the total energy charge for the ODC street lights will be in the order of \$18,000 per annum, an annual saving of \$39,000.

It is proposed that the energy supply companies be approached to confirm the likely charges for the anticipated energy use following approval in principal from Council to proceed with the street light upgrading.

### **Asset Maintenance**

Street light maintenance is carried out under contract by the Lines Company, and the contractor is required to undertake regular inspections of the network to identify faults and carry out routine repairs, currently this is carried out fortnightly in the urban areas, and monthly in the rural areas. Additionally the contractor is required to respond to service requests for light outages and other works identified by members of the community.

Once the lanterns are replaced the need for maintenance of the units which will all be new will be significantly reduced, and the need for regular inspections is reduced. It is considered that six monthly inspections will be sufficient for the existing poles and brackets, and the new lanterns. The cost efficiencies anticipated are as follows;

Description	With existing lanterns				With LED lanterns				
	Unit	Quantity	Unit rate	Annual cost	Unit	Quantity	Unit rate	Annual cost	
Routine urban Inspections	Fortnightly	26	\$860	\$22,360	Six monthly	2	\$1,000	\$2,000	
Routine rural inspections	Monthly	12	\$330	\$3,960	Six monthly	2	\$500	\$1,000	
Lamp replacements	(recent annual average)			\$2,611				\$1,800	
Fittings replacements	(recent annual average)			\$4,323	(20 year warranty)			\$0	
Annual total, existing lanterns				\$33,254	Annual total, LED lanterns				\$4,800
					Potential annual savings				\$28,400

Table C: Potential routine maintenance efficiencies

The initial lamp replacement cost efficiencies will decrease as the LED lanterns age and the LED units begin to age. From information provided by the supplier on the expected life of the LED diodes (about 4 years), the average annual replacement costs are expected to be \$1,800 starting from year 4.

### Asset Management

Once the lanterns are replaced some of the asset management work for regular condition rating assessments which are carried out by the contractor, and contract supervision by the Business Unit staff will also be reduced providing additional cost efficiencies as follows;

Description	With existing lanterns				With LED lanterns				
	Unit	Quantity	Unit rate	Annual cost	Unit	Quantity	Unit rate	Annual cost	
Lantern condition rating survey	3 yearly cycle	0.33	\$2,080	\$686	5 yearly cycle	0.2	\$2,080	\$416	
BU contract management	estimate			\$1,000	estimate			\$600	
Annual total, existing lanterns				\$1,686	Annual total, LED lanterns				\$1,016
					Potential annual savings				\$600

Table D: Potential asset management efficiencies

In time some of these initial savings will decline as the network ages more inspections and repairs will begin to be required. For the cost benefit calculation in the next section, the maintenance efficiencies are modelled to reduce from year 10 and return to current levels by year 20.

### Cost benefits

A comparison calculation between the LED lantern upgrade and “business as usual” has been carried out to confirm the whole of life cost efficiencies for the LED street light proposal.

The value for the capital expenditure to install the LED lanterns is an estimate only but based on an advised unit supply price and a guideline installation need from the current street light maintenance contractor, a conservative figure of \$300,000 has been established which includes a contingency value.

Note that at year 20 (2034/35), the existing lanterns stock start coming due for replacement, and it is assumed that a change to LED lanterns would be carried out at that point. The business as usual case therefore shows a reduction in energy costs and maintenance and contract management costs for 10 years which then return to current costs in an additional 10 years, based on the same principals as the LED lantern upgrade proposed for 2016/17.

The capital expenditure for the new LED lanterns has been spread over a six year period debt funded to reduce the immediate effects of the \$300,000 installation price.

The total whole of life cost saving is calculated to be \$600,000, and the local share is \$289,000, with local share annual cost efficiencies of up to \$29,000.

### Financial assumptions

At the time of compiling this report the level of NZTA assistance funding is under review and to date has not been confirmed beyond the 2015/16 financial year. A value of 52% assistance funding has been assumed for the purposes of this report.

It has been indicated to road Controlling Authorities by NZTA that the total level of assistance funding will be 'flat lined' for future funding approvals. By reducing the total operational cost of street light operation it has been assumed that NZTA will not further reduce the assistance funding envelope for Otorohanga District Council but rather acknowledge the efficiencies obtained.

The upgrading of the street lighting network qualifies for assistance funding from NZTA, and an application for funding approval will be made in October this year, but confirmation for funding support is unlikely to be made until June 2015. For the purposes of this report it has been assumed funding will be approved.

### Preliminary work and investigations

The cost efficiency and benefit calculations have been completed with a degree of conservatism, and it is expected that actual efficiencies may prove to be greater than presented here. The actual cost of the upgrading the lanterns to LED units will have a significant impact on the overall short term efficiencies, and it is proposed that a trial section of the network is upgraded to allow more accurate estimating of the installation costs by a contractor and therefore confirm the financial calculations. The trial will also allow direct real life comparisons of the level of service improvements to be determined.

- It is recommended that McKenzie Avenue and Bluck Road are upgraded to LED lanterns at an approximate cost of \$3,500 as a demonstration project.

An issue has been raised about the effectiveness of Led lanterns in fog conditions, and I can find no specific information about these conditions. It is also therefore proposed that lights are installed in an area of town known to be susceptible to fog to establish the effectiveness of the new lanterns. There is currently no street lighting in Alex Telfer Drive and council has received requests to install street lighting, the recent development of the meeting room buy the kiwihouse has increased night traffic in this area.

- It is recommended that new street lights are installed in the Kiwihouse car park area on Alex Telfer Drive (currently unlit) at an approximate cost of \$6,500 as a demonstration project.

It is currently unknown if the existing street lighting network meets the current standards of AS/NZS 1158, and although this standard is not currently mandatory changes around the One Network Road Classification levels of service indicate that pressure will mount to either meet or have a plan in place to meet this standard. If a significant capital expenditure project is planned for the street light lantern replacements, it makes sense at least to be aware of the extent of works required to meet the standard, and make minor changes if efficient to do so. The estimated value of the LED conversion cost includes a small contingency for additional lighting columns or brackets to be installed for the purpose of meeting the minimum standards.

- It is recommended that design work is undertaken by the Business Unit jointly with assistance of the lantern supplier to establish the extent of improvements required (if any) to meet AS/NZS 1158 with a view to including such capital improvements in the LED replacement contract.

NZTA is due to issue a new specification for LED street lighting units, and it is likely that assistance funding approvals will be dependent on lanterns meeting this specification. Council has been working with Betacom as a preferred supplier who has offered a technical design service, and a product warranty of 20 years but it is unknown if all of their products meet the new specification.

- It is recommended that the current preferred supplier is requested to confirm their products meet NZTA specification M30 (when published)

Once these actions are all complete, staff are to report on an updated cost benefit calculation, and the results of the installation trials for final approval by council prior to moving to the request for prices stage

### **Conclusions**

The estimated cost to operate the street lighting network in the Otorohanga District for 2014/15 is \$124,200 or 4% of the total land transport maintenance and operations budget. Much of this cost is the energy use of the lights, and new technology Light Emitting Diode (LED) lights use up to 50% less energy are now proven to be reliable and in fact have reduced maintenance needs. The purchase price of replacement lantern heads with the LED lights has also reduced in recent times and the cost efficiencies of LED lights now provide a measurable benefit.

LED lights emit a white light and offers improved performance over comparable High Pressure Sodium lights (HPS) giving improved level of service including road safety.

Auckland Transport have been considering the use of LED street lights and following a high level of investigation have now committed to a four year programme to replace 40,000 lights starting this financial year. The NZTA have also been considering the LED lights and are soon releasing a new materials specification to cover these lights.

The existing Otorohanga District street light network of 432 lights (excluding the state highway) including 17 rural intersection lights is in reasonable condition, with no road safety issues identified but is unlikely to meet current (voluntary) standards. The new One Network Road Classification (ONRC) includes reporting measurement of progress towards the lighting standard.

At an estimated cost of \$300,000 to upgrade the street lighting network, a whole of life cost efficiency of \$600,000 is returned, with local share savings of up to \$29,000 per annum realised between years 2 to 28.

**Martin Gould**  
**ROADING MANAGER**

**Item 105            PROPOSED ADDITIONAL PUBLIC TOILET**

**To:                    His Worship the Mayor and Councillors  
                          Otorohanga District Council**

**From:                Chief Executive**

**Date:                 19 August 2014**

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**Relevant Community Outcomes**

- The Otorohanga District is a safe place to live
  - Ensure services and facilities meet the needs of the Community
- 

**Executive Summary**

The results from the recent 'Standards of Service' Survey are presented.

**Staff Recommendation**

It is recommended that:

Funding from the Reserves Account for the operation of a public toilet at the Reg Brett Reserve from the 2015/16 year onward is included in the budget estimates for Council's forthcoming Long Term Plan.

**Report Discussion**

There has in recent times been regular discussion by the Otorohanga Community Board of the potential for having additional public toilets in Otorohanga, at Windsor Park and/or the Reg Brett Reserve.

This discussion has been based on expressed desires of local residents (particularly those with children) and observed unsatisfactory toileting behaviours in those areas.

Initial discussions by the Board were focussed on Windsor Park, but the decisions in favour of having an toilet at this site were not made because of concerns regarding operation and maintenance costs, and the relatively close proximity of this site (approximately 250 metres) from the main Otorohanga public toilet at Wahanui Crescent.

In recent times the Reg Brett Reserve has drawn greater attention as a possible site for an additional toilet because of the increased use of that area associated with the development of the basketball half-courts, and the evolution of a proposal for a new community funded children's playground at that site.

If such a playground development was to proceed (as it is hoped it will) the Board believed that the presence of a public toilet there was likely to become essential, because of the level of use and its greater remoteness (approximately 500 metres) from the Wahanui Crescent toilet.

Some preliminary work had therefore been commenced to investigate the likely cost of installing a toilet at Reg Brett, and a figure in the order of \$50,000 was suggested, this comprising \$36,000 for the purchase of a basic single cubicle modular toilet and a rough estimate of \$15,000 plus for the installation of the unit including provision of water, wastewater and electricity connections and some minor pavement works.

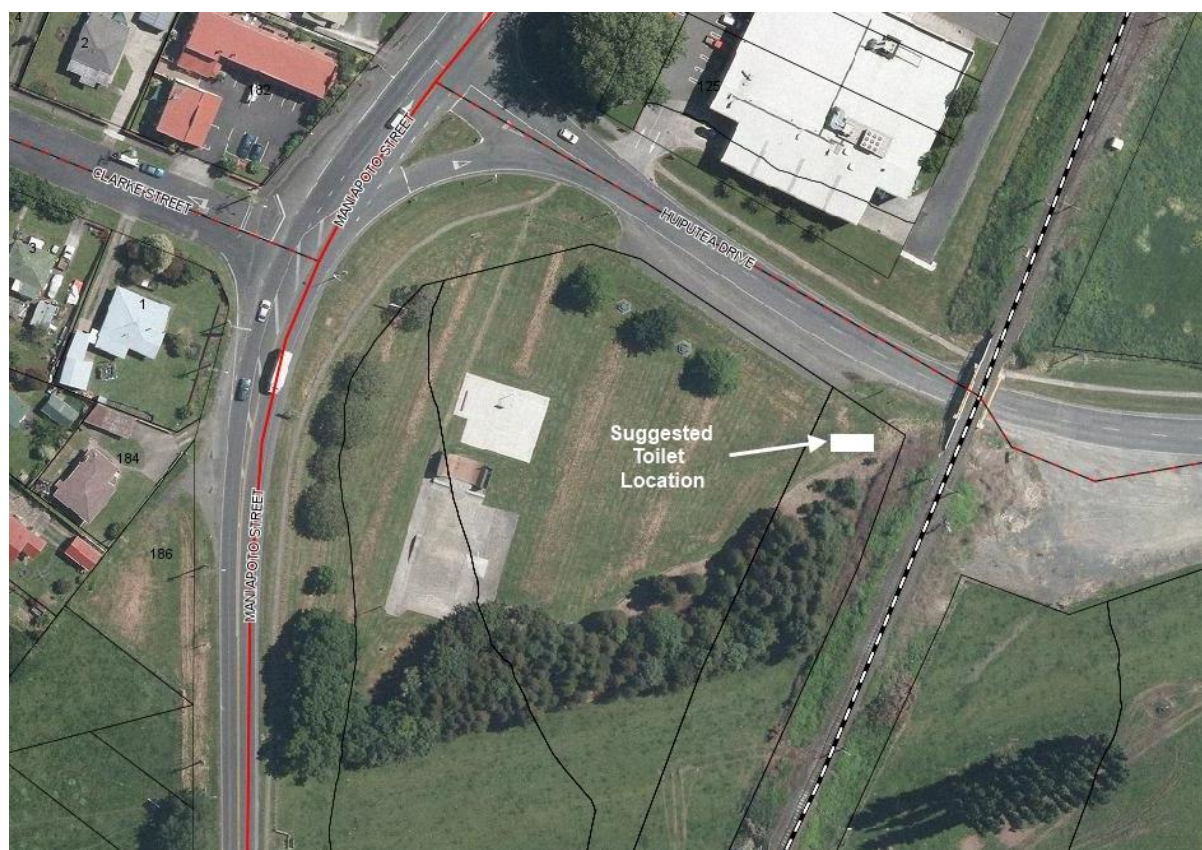
With this in mind, the OCB Chair recently advised Council staff that he had become aware of a second hand two-cubicle modular public toilet unit (ex Waitakere City Council) that was being offered for sale on the internet at a price of \$8,500, with a likely transport cost to Otorohanga in the order of \$1500.

This appeared to be a very good price for a unit which would be likely to have a cost of \$60,000 or more when new, and as such warranted further investigation. A physical inspection of the unit was conducted on confirmed that it was basically in a sound condition. There were some minor defects but all appeared to be easily and cheaply rectifiable. Some photographs of the toilet are attached.

The toilet is clearly not new, but it is not believed that this is a significant disadvantage as all toilets have the potential to quickly lose their 'new' appearance through vandalism or other harsh use, and a toilet at Reg Brett is likely to be particularly exposed to this.

Informal consultation was conducted with OCB members and Councillors on the possible purchase and installation of this toilet at Reg Brett. It was suggested that the OCB could fund the purchase of their toilet from their Special Fund, but the bigger issue is the cost of operating and maintaining an additional toilet (perhaps in the order of \$20,000 per annum), which would currently be largely funded on a district wide basis, and would need council approval. Feedback from this consultation suggested that there was not strong objection to this proposal.

A suggested location for this toilet, near to the Huipitea Rail Bridge is shown below.



Because of the lack of objection, and an expressed desire by the OCB Chair not to delay a potential purchase of the toilet, this matter was introduced as an item of General Business at the OCB's meeting of 31 July.

After discussion the following resolution was made:

1. That the Otorohanga Community Board supports the installation of a public toilet at the Reg Brett Reserve
2. That the described second hand toilet unit be purchased for \$8500
3. That the purchase and installation of the toilet, and the operation and maintenance of the toilet for the 2014/15 financial year be funded from the OCB Special Fund.

4. That Council be requested to fund the operation and maintenance of the toilet in 2015/16 and thereafter from the Parks and Reserves account.

The toilet unit has now been purchased. For it to be installed Council approval is however required in respect of item 4. The toilet should not be installed until such approval is obtained, for obvious reasons.

The likely cost of operating and maintaining the toilet is expected to be in the order of \$20,000, if, as appears desirable, the routine cleaning and provisioning was provided through a variation to the existing contract for the cleaning of the Wahanui Crescent toilet.

That the toilet unit has been purchased does not however mean that Council is necessarily committed to installing and operating it at the Reg Brett Reserve. The toilet could be on-sold or perhaps used to replace one of the three 'basic' toilet facilities in the Kawhia / Aotea area (though all of those facilities are arguably appropriate for their current use and location).

### **Other Matters to Consider**

In making a decision on item 4 of the OCB resolution it is suggested that Council should give consideration to the following:

#### Standards of Service Survey Results

The provision of additional public toilets was one of the options presented in the 'Standards of Service' survey, and of those surveys returned in the Otorohanga Community, approximately 30% indicated a desire for this.

Whilst this is one of the stronger indicated desires for change from the survey, it was not a majority even amongst the relatively small number of responses, and as such it is difficult to interpret the survey results as not being supportive of the status quo.

#### Distribution of Benefits

A new public toilet located at Reg Brett Reserve would be extensively utilised by non-resident travellers, who would contribute nothing towards the cost of providing that service.

Many of those users would however be expected to be otherwise using Wahanui Crescent toilets, and as such the extent of 'out of district' benefit might not significantly increase relative to what it already is.

#### Effects on Business

Travellers passing through or near to urban communities may seek public toilets, and in doing so may be caused to pass businesses that may benefit from associated trade. Currently a person wanting to access a public toilet in Otorohanga is likely to be drawn to the CBD area, which may generate associated business opportunities.

The placement of a public toilet at the Reg Brett reserve would provide an opportunity for travellers to access a toilet whilst bypassing the CBD entirely, with associated adverse effects on trade.

The fact that the parking area for Reg Brett is off Huiputea Drive rather than SH3 will inevitably reduce the traffic along Maniapoto Street, though the extent of this is uncertain.

A suggestion has been made that it might be better to locate a toilet in Reg Brett much further away from the roadside than was shown in the previous plan – perhaps near to the southern end of the skateboard park – so that a walk of 60 to 70 metres is required from the adjacent parking area to the toilet, which might deter many passing travellers from using it. It is believed that the OCB may need to give further thought to the optimum location of a toilet at this site.

There are however potential disadvantages of such a more 'remote' location, including probable greater potential for vandalism, other anti-social behaviour and adverse perceptions of personal safety.



Whilst some reduction of passing business trade is a likely adverse effect of a toilet at Reg Brett, this must be balanced against the desirability of further developing the Reserve, and the associated – perhaps near essential – need to have a toilet there if this is to occur. A decision not to have a toilet there would in my view force any future development of a children’s playground to another location.

### **Timing Issues**

The time at which a new toilet at Huiputea is commissioned would be dependent on how and when Council chose to make a decision on its long term operational funding.

As stated previously it would be inappropriate for the new toilet to commence operation until a commitment to long-term funding was given by Council.

The normal practice would be to put such proposed new funding through the LTP process and not commence the activity until the new financial year.

If however Council felt confident of the proposal going successfully through the LTP and was urgent for it to commence it could signal this to the OCB now, with the Board then making the toilet operate as soon as all necessary installation work was completed and contractual arrangements for cleaning and servicing put in place. It is suspected that this might be achievable by October.

There is however believed to be potential for some parties to be opposed to the proposal, and that for this reason some form of community consultation – most appropriately through the LTP – should be conducted before Council approves funding.

**Dave Clibbery**  
**CHIEF EXECUTIVE**

**Item 106            STANDARDS OF SERVICE SURVEY RESULTS**

**To:                    His Worship the Mayor and Councillors  
                          Otorohanga District Council**

**From:                Chief Executive**

**Date:                19 August 2014**

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**Relevant Community Outcomes**

- The Otorohanga District is a safe place to live
  - Ensure services and facilities meet the needs of the Community
- 

**Executive Summary**

The results from the recent 'Standards of Service' Survey are presented

**Staff Recommendation**

It is recommended that:

The report be received.

**Report Discussion**

The survey formally closed on 31 July 2014, with a total of 241 completed survey forms received (out of 3518 distributed), comprising 77 from Otorohanga (out of 1055), 28 from Kawhia (out of 536) and 136 from the rural area (out of 1928).

This level of response (which is extremely similar to that obtained in 2008 when a survey of this type was last conducted) represents an overall return of approximately 7% of forms.

Such a level of response might be considered low, and it is viewed as disappointing that the response achieved in 2008 has not been significantly bettered, as this most recent survey was much better advertised and promoted.

Factors likely to have contributed to the low return include limited desire for change, apathy and that owners of multiple properties are likely to complete only one survey form. Some of these factors are common, and it is believed that a return of 7% for a relatively complex survey such as this is acceptable, with some other councils achieving poorer results.

The results of the basic level of service preference questions are presented in the graphs on the following pages. Details of the standards of service options in the survey are presented in an attachment to the report.

There appears to be very limited desire for change in terms of both the overall package of services provided, and the levels of service for particular activities.

Of indicated desires for change, the following were most significant:

- Youth Support Programmes: Two-thirds or more of respondents in all communities indicated a desire for a higher or much higher standard of service than the current (unsustainable) arrangement.
- Water Services: Almost half of the respondents in Otorohanga and Kawhia indicated a desire for slightly higher standards of service in respect of water supply and (Otorohanga only) for wastewater, presumed to have particular emphasis on asset renewal prior to failure.

- Public Toilets: Just under one-third of the respondents in Otorohanga indicated a desire for additional public toilets in the community.
- Unsealed Road Improvements: Around one-quarter of the respondents in all communities favoured higher (increased extent) or much higher (including sealing) standards of service in respect of unsealed road improvements.

Other indicated desires for change generally had support from 20% or less of respondents, a level which appears insufficient to consider changes to the status quo, given the limited proportion of ratepayers responding to the survey.

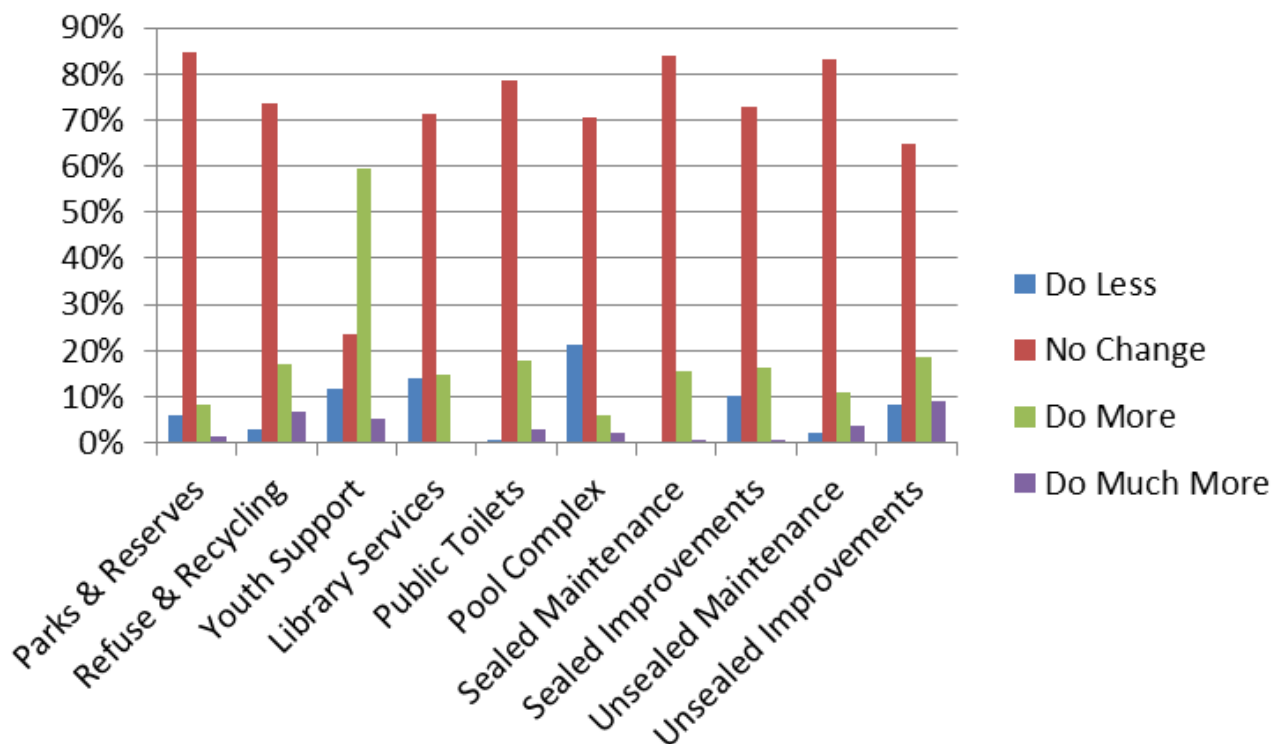
The most strongly indicated desire for a reduction of service was in respect of the swimming pool complex, for which 20% of rural respondents (but only 10% of Otorohanga respondents) indicated a desire for a lower standard.

Whilst responses to the ‘top four’ indicated desires for service standard change warrant consideration, it should also be noted that the overall low level of response, combined with the clear statements in the survey that a lack of response will be interpreted as satisfaction with the status quo, must to some extent diminish the strength of a mandate for change.

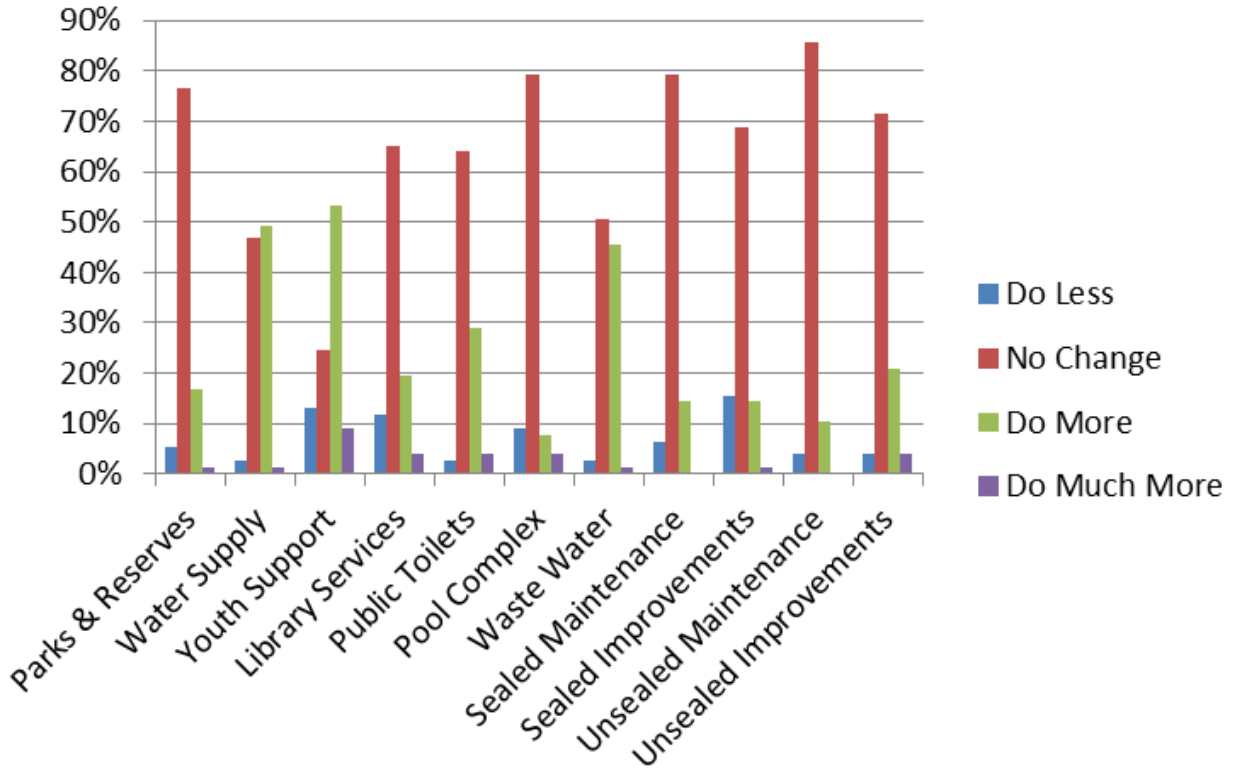
It has to be assumed that persons with strong desires for changes to standards or service or other strong opinions in respect of Council would be more likely to respond to the survey than those with more neutral views. As such it has to be assumed that the data from the returned survey forms over-represents the desire for change across the community as a whole.

If for example even just half of those who failed to return the survey did so because of genuine satisfaction with the status quo, then even the strongest signals for change from this survey (for Youth Support) could represent a view held by less than 10% of residents.

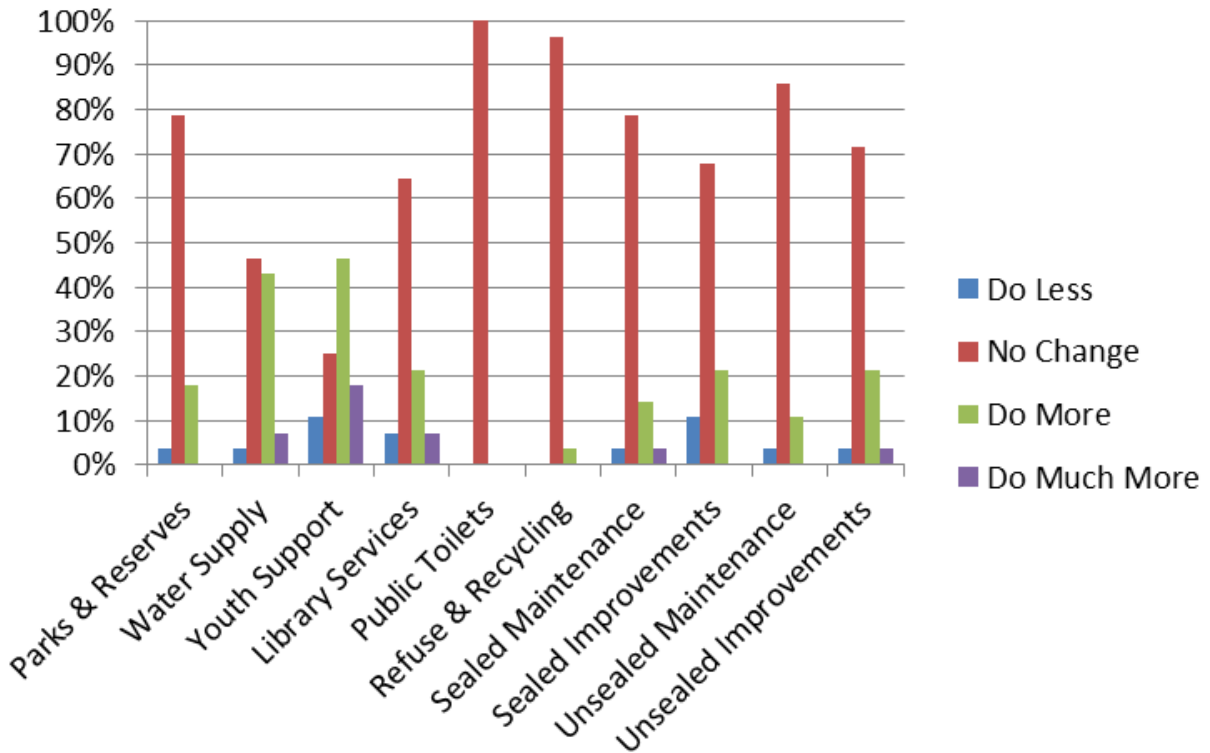
### Responses - Rural



### Responses - Otorohanga



### Responses - Kawhia



## **Written Survey Comments**

Written comments were also invited on the survey form, and almost all of these are presented – split into relevant groups – as an attachment to this report.

In some cases a comment referring to a number of activities has been split into separate components relevant to the different activities or topics.

The source of each comment (from the rural, Otorohanga or Kawhia community) is indicated in parentheses at the end.

As is typical, the comments are not limited to just the activities for which the standards of service options were presented, with respondents taking the opportunity to express their views on other matters.

Most of the comments are considered to be constructive and many are relatively positive. Overall the level of strong dissatisfaction with council services appears to be low, and my subjective opinion is that overall the written comments to this survey are generally more positive than those received when a similar survey was last conducted in 2008.

Three comments are however not attached because of requests for confidentiality and/or a personal nature of the comment that makes it unsuitable for broad distribution. These comments will be provided to Council in confidence.

## **Potential Responses to Survey Results**

It is of course at the discretion of Council to decide what responses should be provided to the results of this survey, but it is suggested that all of the ‘top four’ indicated desires for change may warrant a response.

Despite the preceding comments in respect of limited mandate validity, and some opposing views expressed in survey comments, it may be that the positive signal received from survey respondents in respect of Youth Support Programs is as strong as is likely to be obtained through a process of this nature. Obtaining a clear signal of true majority support is always likely to be difficult in an exercise such as this.

The indication in respect of water services is not as strong, but this activity is very much a core business, and putting greater emphasis on planned rather than reactive maintenance is generally acknowledged as being good practice, whilst the acceleration of the additional water reservoir for Otorohanga is also considered as being easily justified.

Similarly the support for an additional public toilet in Otorohanga reflects views previously expressed by some in the Otorohanga community, and the Otorohanga Community Board has recently taken steps towards operation of an additional toilet at Brett Reserve, as described in another report in this agenda.

Increasing the extent of road improvements is also worthy of consideration. Whilst an increase of road improvement activity is already present in future years of Council’s Long Term Plan it may be worthwhile to further explore whether this can be accelerated.

In addition some of the specific issues raised in the comments provided with the survey may need to be addressed.

Potential decisions made by Council in favour of significant changes to standards of service would generally be expected to be implemented through the forthcoming Long Term Plan preparation process with a view to having effect from the 2015/16 year, and as such would be subject to public consultation through the LTP process.

Because of the range of discussion that may arise from the presentation of this report, the potentially confidential nature of some of that discussion and the availability of ample time to make decisions on potential changes to standards of service, it is proposed that this discussion takes place in a workshop following the council meeting, rather than

**DC Clibbery**  
**CHIEF EXECUTIVE**

Attachments

- a. Comments - Standards of Service Survey  
- Standards of Service Options

## COMMENTS – STANDARDS OF SERVICE SURVEY

### Parks & Reserves

- Include more 'playground' equipment in parks so when families stop there is play equipment for children to use at skatepark and memorial park. (Rural)
- I believe the current standard of service provided by ODC is very good. Although I do not live in the township, I believe the township would benefit from better parks & reserves as this would make the township (... of Otorohanga) more liveable & provide better visitor experience. After living and travelling in many parts of NZ, this is the only area where I believe Otorohanga under performs compared to other similar-sized townships. (Rural)
- I would like to see more rapid development of Island Reserve to include other sports facilities v community facilities. (Rural)
- Several major areas need continued support, thus improving Otorohanga at the same time being 1. tourists via better roading & parks/reserves thus they will be happy to stop off in Otorohanga and spend money locally (Rural)
- Tidy gardens and clean public toilets are important. Private properties on the left (coming into town from north) need cleaning up. (Rural)
- I personally feel the skatepark area has had poor development/thought process before development a future plan should have been made and developed over time ending up with a high quality standard park for the youth & families of Otorohanga & visitors. That space could of been far better utilised. - mountain bike track around & through bush area; bowl skate/scooter park; small scale bmx track (Te Awamutu & Cambridge have a far superior facility) or develop the children's park better. There facility is much under utilised space make a track around the outside, better develop play equipment (flying fox etc) better picnic areas with a water fountain & toilet. I have a young family & we enjoy getting out with the children but tend to travel out of town to do so. (Rural)
- Develop Brett Reserve. Already it attracts a lot of people - expand, toilets - cater for all ages. (Rural)
- Parks & Reserves are important as people travelling through Oto use these and helps make the town look good. (Otorohanga)
- The gardens are lovely but I don't agree on what we pay for their upkeep. A more appropriate contractor would be a good start. (Otorohanga)
- I don't understand why there were 2 picnic tables put down beside the river. Access to that area is not user friendly and has wire around the outside. The picnic tables would have been placed better either at Island Reserve or Skatepark or Huiputea Lake. (Otorohanga)
- Parks-Reserves etc do not need to be mown so often in winter months - at present this is a waste of money. The above are subjects often voiced at public gatherings. (Otorohanga)
- Love the mountain bike tracks that have been put in. Would like to see more money and resources put towards continuing to improve the mountain bike park. (Otorohanga)

### Water Supply

- Do Kawhia rural residents on tank water pay extra on rates for upgrade to Kawhia water supply? They should not have to. (Rural)
- A big number of rural properties of the Otorohanga district are now or will be paying for water by meters. Most of the citys (not Hamilton as yet?) and towns (such) as Otorohanga have water meters now. It is time now that Otorohanga start water metering the

residential area. There were a big number of very green lawns and cars being washed. (Rural)

- Please improve the quality of the water. For years my family is only drinking mineral water from the supermarket. (Otorohanga)
- Water & waste water system seems to be good and work well without too many problems (Otorohanga)

### **Youth Support Programmes**

- The youth support programmes have been excellent for Otorohanga. The government is nuts to remove their funding for this, but given that they are, we as locals need to step up and continue developing the excellent programmes championed by the previous major, Dale Williams. (Rural)
- Keeping youth employed keeps social cost down (drugs/alcohol/violence). (Rural)
- Strong support of youth programmes to reduce unemployment (Rural)
- Youth via support programmes should keep youth out of trouble, thus a less overall cost to the whole community in the long run # access to further training and employment. (Rural)
- re Youth Support Programmes: This programme may be admirable but training and education is not the responsibility of the local Council. The responsibility of the local council is to service outlined in the other sections of your questionnaire. If the district council (ie ratepayers) funds education and training then it is taking over the abdicated responsibility of central government - a trend which has happened in many fields over recent years. Such a trend allows central government to pour more money into the "bottomless pit" of social welfare, education and health, which in turn allows people to take less responsibility for their own actions and positions. Also funding might be set at a certain level for youth support programmes but experience shows that very quickly the costs rise higher and higher (eg wages, facilities etc) and the ratepayers portion rises to cater for this. The Youth Support Programme (if central government withdraws funding) should be funded by: 1. the school 2. parents and students taking part 3. any businesses or occupations that think they will benefit from the programme. Perhaps youth programmes will fit into the recently announced National Park Policy of "support for the provinces". (Rural)
- While I am a strong advocate of education I believe that pre-employment programmes and the like are the responsibility of central government not the ratepayer. (Rural)
- It is not Council responsibility to work with youth! Each family is responsible for their own children and interfering or overriding that causes harm. If there is a need for a youth programme, then most church groups cater for that and they do so willingly and freely. If a youth refuses that help, they must learn accountability and so must their family. (Rural)
- Strongly recommend maintaining Youth Programme (Rural)
- I do not support funding youth programs. Concentrate on core business only! What about other parts of Council, roading already does a p... poor job! (Otorohanga)
- Youth programme - more canvassing to Government needed. (Otorohanga)

### **Library Services**

- Library should be user pays (Rural)
- For many families the library is the only source of internet/computer use for those with no computers and no internet in the home. The library could develop further in this area



including more staff development and equipment. Once again educating and developing a stronger social structure!! (Rural)

- Library is excellent resource but life is moving on with e-books. Childrens programmes and interest in books essential. (Rural)
- Close the Library. Everyone should be using the internet. (Otorohanga)
- Would like to see more after school options at the library or activities. Summer programme great. (Otorohanga)
- Wider range of novels, including NZ authors; Further training in customer services for staff (Otorohanga)

### **Public Toilets**

- Public toilets - lots of people use the skate/basketball park but where are they actually going to the toilet? (Rural)
- We would like to see another public toilet in town either Windsor Park or Reg Brett Reserve. A lot of families go to Windsor Park, so it would be handy to have one other and quite a few people stop in the area beside Reg Brett Res, opposite Countdown, for a break and/or snack so a toilet there could make sense. (Otorohanga)
- No public toilet in reserve & to keep existing toilets cleaner. (Otorohanga)
- Would like the extra toilet at the skateboard park. Many people are using the bushes!!! (Otorohanga)

### **Swimming Pool Complex**

- Swimming pool should be user pays (Rural)
- Extend outdoor swimming times & period over summer months. Contractors to run more programmes eg water safety, holiday programmes. Put diving board back on outside pool. Provide 'play' equipment for both pools. (Rural)
- Swimming pool - I do not use at all. It should be user pay. Not paid by non-users. (Rural)
- I have never used the pool. The implications for users such as schools need to be considered. Is closing the indoor pool and upgrading the outdoor pool an option? I would prefer more of the costs to go to the users. (Rural)
- It is surprising that so much ratepayers money goes to the swimming pool currently, compared with the youth programs - a facility such as swimming pools should incur a charge for their use. User pays, so consider charging more. (Rural)
- Swimming Pool - don't mind paying but would like longer hours during summer season. (Rural)
- The swimming pool complex needs to be downsized at the next contract renewal. The plan is getting very old and costly to repair. The complex in Te Awamutu is new and more pleasant to use. The costs to the Otorohanga rate payers is too big and there are very few people that use the pool. The money spent on the pools could be used to fund other recreational facilities such as wellbeing tracks, mountain bike tracks, playgrounds. (Otorohanga)
- Pool workers need to actually supervise kids when they are swimming! New English guy is great! (Otorohanga)

- I strongly feel the swimming pool complex and library should be user pays or at minimum partly user pays. Remember you are spending other peoples hard earned money!!!! (Otorohanga)
- Pool complex not used as facilities are quite restrictive for those with small children eg narrow paths around pool (not pram friendly), narrow doorways and change facilities very basic. I would like to use this facility but find spending the money going to Te Awamutu Events Centre a more easy-going and pleasant option. I do not see why the pools need to be cost free to consumers (as the river is free and accessible), but would like to see the facilities upgraded) which is why I said to keep it at current standard of service, not more. (Otorohanga)
- Reorganisation of hours so that families can use the pool after school; Longer hours in outdoor pool in summer eg 8pm not 5pm; Repairs & maintenance of air conditioner/heating in heated pool; Possible installation of some form of heating for outdoor pool to give longer season - November to end of March; Examine other methods of pool management - Council, Trust, other Councils have alternative methods of control; Free use for schools including college during Terms 4 & 1.
- Please keep the heated pool going, it is so important for good health and welfare. It could be better promoted. (Otorohanga)

### **Refuse and Recycling**

- Refuse collectors could be more careful with pickup. Last time they broke a couple glass bottles on course chip tarseal. They did broom up most of glass but I had to spend time to get rid of glass fragments so that kids did not cut their feet. Beach is often littered with rubbish. Maybe a Council provided vehicle with trailer and volunteer help would help? (Kawhia)
- We have a property in Aotea village and I think the current refuse collection is very expensive for a period of 6-8 weeks a year. We should be able to opt out of this or a user pays charge for people who want to use this facility occasionally other than this issue we are very happy with your services. (Kawhia)
- Provide more options for recycling plastics. (Rural)
- Biggest thing for us is rubbish collection... any improvements would be absolutely wonderful (Rural)
- Refuse & recycling 3 - do more - How about other plastic recycling at Recycling Centre. Te Awamutu collects a bigger range of plastics around town. Would like to be able to recycle more types - happy to take them to Recycle Centre. (Rural)
- It is ridiculous that rural properties pay rates for refuse and recycling when we have no refuse pick up (Rural)
- Under "Refuse & Recycling" you propose increase services for recycling but nothing is mentioned re refuse. Does ODC's lack of service re refuse contribute to its rampant "fly-tipping" plague?? (Rural)
- Live in Mangauika Rd. Would appreciate a rubbish collection. Thanks (Rural)
- Need green waste collection of some kind. (Rural)
- I take all my recycled item to Waipa District recycling places. See no need for pick-up from my place. (Rural)
- We would like to see roadside collection as we do not use the other facilities that we have to pay for ie Library; public toilets; parks and reserves; swimming pool. So make the townies pay for what they use and then do more for us rural owners. (Rural)

- Would have been great to tick "Do More" in all sections! For prudent rates (spending) the most useful new service would be recycling at Te Kawa. (Rural)
- Every household get 52 'free' rubbish bags - purchase extra bags if required. (Rural)
- I think we receive very good services. I would like to see more plastic recycling eg large yoghurt containers (Rural)
- Would it be possible for Council to consider having a non-organic collection once a year? It is just about impossible to dispose of broken or out of date goods in town, especially for the elderly (Otorohanga)
- An annual inorganic road side collection would be most appreciated by people who have no access to the dump ie no trailers tow bars or utes. Suggestion - The Lions Club could be given first choice of the stuff collected and if salvageable could be sold in their shop. (Otorohanga)

### Road Maintenance

- We have just moved from Mangatutu Rd to Mangaorongo Rd. We often have to travel to Taupo (via Lethbridge, Seafund, Waipa Rds. I don't think in all these roads I have been on one so bloody awful as Mangaorongo Rd - it is disgusting. We used to go to Otorohanga from Mangatutu via Maihihi Rd - very rarely using the "top" road (Mangaorongo). Now we live here we use it every day. The unevenness and roughness of it on the edges is shameful. It is really not safe. If this a result of routine maintenance - by god we had better spend more!! (Rural)
- We live on Owawenga Rd and are appreciating the extra road maintenance that Inframax have been doing. The current metal they are using is excellent as it has no razor sharp chips that gave us endless punctured tyres in the past. Thank you. (Rural)
- Our road the Okupata Rd is graded too infrequently. It is corrugated on most corners and becomes quite dangerous before anything is done. Because we provide most of our own services we feel the upkeep of the road should be much improved. (Rural)
- The unsealed roads are never maintained properly. The contractors do a poor job which only lasts a few days. There needs to be more auditing of the work the contractors are doing to ensure the money is being spent properly. (Rural)
- Smith Rd Otorohanga (Whawharua area) Lucky to get grader twice a year at moment. Always has potholes gets worse when milk tankers are back on the scene. Mower doesn't do a very good job comparing jobs on sealed roads. (Rural)
- Re road maintenance: just keep spending as much as is possible to maintain and improve them. (Rural)
- \*Eradicate all "privet" on road sides, berms, farms (Rural)
- More maintenance for footpaths in the district. (Otorohanga)

### Road Improvements

- Bring back seal extension (Kawhia and Aotea) - should never have been dropped! (Kawhia)
- I would like to see a modest seal extension programme for the unsealed roads in our district. An annual modest programme over a ten year time frame would see the district improve its assets and improve its capital value. (Rural)
- Unsealed roads are dangerous, slippery in the wet, full of potholes, no metal. When tarsealing is done it should be fairly distributed - not 2.1kms on one end of through road and nothing on other end (Huirimu Rd). We would like to be informed what the annual road count is and when sealing is anticipated to be carried out. (Rural)

- Road sign Pokuru Cross Rds STOP sign from Te Kawa X Rds end needs to be put up at top of hill not down hill. Very dangerous for large trucks unfamiliar with road coming around corner to find STOP sign part way down hill. 2. Hingaia Rd to Bayley Rd intersection. How do you see vehicles coming from left when turning right into Bayley Rd unless you are in a high up vehicle. 3. Bayley Rd hill still (635 Bayley Rd) corner still getting chewed out by vehicles after being resealed. Why not fix the problem the first time not the 3rd or 4th or 10th time. 4. Lots of country roads are not wide enough for big harvesting gear & cars to get around safely. Why not make it so vehicles can get off road (one set of wheels) to pass safely. 5. Your Roading Engineer has his mind on what he wants to do and is not interested in any body else's comments. 6. Marker pegs on side of road from Seafund Rd/Bayley Rd intersection to end of Bayley Rd (Ngaroma end) impossible to see roadsides when foggy at night (Rural)
- Is there any funding (Nationally?) for a cycleway/walkway from Otorohanga township to Waitomo Village? (Rather than necessarily widening the roads - just put walkway/cycleway in the road reserve area. It is so unsafe on these 'fast' rural roads!! for people who are not in vehicles. (Rural)
- With the high number of cyclists in the area, especially Korakonui, it would be very good if the Council would look at investing in separate cycling lanes. (Rural)
- Resuming sealing of unsealed roads. It has been possible to halt the sealing programme because an extensive programme was carried out earlier. Unless all roads that need sealing have already been done, the sealing programme will have to start again at some stage. Will sealing become cheaper or will we all feel wealthier in the future? I think resuming a modest sealing programme would be a good idea. (Rural)
- We live up Hanning Rd. This road turns off a 100km/hr strait which has no area to pull off the main road. This could be achieved by piping part of the drain allowing an area to pull over to the left before turning right into Hanning Rd. Since we get no rubbish collection, water, sewerage maybe this portion of Hanning Rd residents rates could go towards the above danger. Dreams are free, or does it take a death before something is done. (Rural)
- Would like to see the bridge over the river become safer for cyclists to use, without having to use the footpath (Maniapoto Street) SH3. Would like to see more trees planted in and around CBD. Mainly along Turongo St in the middle where residential area starts. (Rural)
- There needs to be some safe pedestrian crossing on the Main North Rd heading towards Te Awamutu area, and where is a bus shelter for all the children that catch the bus up near Main North Rd/Thomson Ave. - Bus shelter/pedestrian/crossing/crossing lights. (Otorohanga)
- Easier access for mobility scooters to get on to footpaths. (Otorohanga)
- Better footpaths. (Otorohanga)

### Roading Other

- At this time of year the storm water drains are clogged with leaves, hardly ever cleared away and consequently flood. And the bus park spaces in town - I don't know why they are there - any day of the week cars vans etc park in them. I have seen buses waiting to move in and a long line of traffic is held up in Maniapoto St. Either police these areas or do away with them, they're ignored by the public anyway. I could go on forever about the trucks passing through, way too fast, too many. Its a miracle no-one has been bowled over on the ped crossings. (Otorohanga)
- Ban all big truck units plus tractors and farm implements from Maniapoto St - use by-pass. Ban bicycles and child scooters - skateboards etc from Maniapoto St - these are a hazard to our aging population. (Otorohanga)

- Dairy farms require underpasses - even on rural roads - and even if the access is from owners property to a leased one. It should be at the dairy farmers cost. (Rural)

### **Litter**

- Paying rates you would think the streets outside your properties would be kept cleaned of debris from the road/guttering and McDonalds rubbish. (Rural)
- More signage on rubbish thrown from vehicles (keep yuh rubbish in til ya find a bin!!) Heavy fines to registered owner of vehicles. Give Lil a break! We need to pursue through school etc the value of environment and not to throw rubbish on roadways. Empassive recycling (Rural)
- The Otorohanga District Council needs to work with DOC/Waikato District Council to pick up all that household rubbish dumped on Pirongia Mountain (next to Pirongia West track). How much monitoring does ODC do of dumping rubbish? Pirongia Mountain is an outstanding landscape in the area (according to the District Plan) - take care of it!! (Rural)
- I think the Council needs to pick up the rubbish (household) on Pirongia Mountain. (Rural)
- We do approve of the lady who keeps our road verges so tidy. Great Job (Rural)
- Litter around town and along roadsides lets us down. District Council cannot help residents low standards of tidiness, but Liian does a very important job. What can we do about lazy people who drop rubbish anywhere? (Otorohanga)
- The amount of rubbish around town has got worse. Always cartons bottles (whole or broken) and clothing in the gutters & verges. (Otorohanga)

### **Reorganisation**

- Please fight amalgamation to form a Hamilton or Waikato Super City Council. I believe services to Kawhia & Aotea will suffer. (Kawhia)
- We support ODC amalgamating into the greater Waikato Council as proposed by the Waikato branch of the property council. The area we live in relates to Hamilton/Waipā not Otorohanga. Too many inequalities and discrepancies in ODC LTP as applied by Environmental Service Officer. A greater Waikato Regional Council would allow more consistently in its rulings on the environments in our/all areas. (Rural)
- No amalgamation with other Councils (Rural)
- Would not like to see Otorohanga Council combine with Waitomo!! (Otorohanga)

### **Standards of Service Survey**

- Thank you for the clarity of your questionnaire and the opportunity to comment with adequate financial information. (Rural)
- Don't want any changes, but this survey is a good idea (Rural)
- Keep up the good work. Great to see community being asked to comment on service levels in this way. Roading will always be a headache and Council will never achieve a L.O.S. that all will agree with. One of the unfortunate facts! (Rural)
- Good initiative and well laid out survey - thanks ! (Rural)
- I think this questionnaire is the best thing I have seen sent out in years. It clearly informs you of how much it would add or take off your rates if you select a particular activity. Well done. (Otorohanga)
- I hope you get a good response to this excellent survey. If there is a next time a suggestion, print on top of each page whether is it Otorohanga or Rural (Otorohanga)

## Other / General

- More area in the boat trailer park would be appreciated (Kawhia)
- It worries me that the rates are increasing every year. I have 4 rates to pay every year. I don't make money out of my properties as I am currently paying 2 of the homes off. One property is only land - no one lives on this land. The rents I receive covers the mortgages only, not rates. (Rural)
- Encourage community to take over responsibility for social services. Increase services to rural residents and ratepayers - fairer distribution of resources & rate take. Put more energy into future proofing district. (Rural)
- As we live on the boundary of the district, none of the listed activities have a direct bearing on us. We struggle to pay the rates at the level they are and would not support a rates rise. That said, even though we do not access any of the mentioned activities, I would not like to see funding of them reduced, thereby disadvantaging residents who are affected. Currently we are paying the same rates as someone living in town with the same but have no rubbish collection or recycling. Also do not use swimming pool or library facilities. Due to Te Awamutu being closer so I vote to pay less for rates. (Rural)
- The rates on the Ngutunui Hall is unnecessary - it is on the school grounds and only used by the school & playgroup - not the community. These rates have continued on from Puketotara-Ngutunui community hall which was sold several years ago. The Ngutunui Hall at the school was funded & maintained by the school prior to the Puketotara-Ngutunui being sold. therefore the school needs to maintain it - not via rates. A lot of families don't go to Ngutunui School - there is only 40 children at that school. (Rural)
- Remove Ngutunui Hall targeted rate. The community hall - Ngutunui-Puketotara hall was sold several years ago. So why are we now funding the Ngutunui Hall which is on Ngutunui School grounds & was there when the Ngutunui-Puketotara Hall was still in community hands? There is only 40 children at Ngutunui School & most children in the Puketotara area go to Priongia School (outside of Otorohanga district). (Rural)
- Otorohanga is a small rural district that has performed very well in the past. Council staff to be proactive - work with the ratepayer to solve their consent concerns. Be the smartest-friendliest-quickest Council to process a consent application "Say we Can" not you can't. Make it happen. Inspire. (Rural)
- We live at the northern end of the district so we don't use a lot of the council services. We think it is a great district to live in. Keep up the good Work! :) (Rural)
- Maintain Council Services as they are now. Our district population is not increasing, in fact it is quite the opposite so it is very important to continue on a debt reduction pathway. Our biggest ratepayer and congregated population is Waikeria Prison. We enclose a newspaper report dated 21/6/14 which is extremely serious. Otorohanga District Council must do whatever it can to make sure that this does not end up like Tokanui Hospital. History must be used to design the future and to ensure that history does not repeat itself. Thank you for the opportunity to comment. (Rural)
- Would rather our rural rates was spent on rural roads - not urban footpaths (Rural)
- I'm not confident that anything will be done once this information is collated. I placed a complaint about the quality of Windsor Park - deadly night shade and over spilling rubbish bins and I heard no feedback. The playground wasn't tidied up either. Then 1 year later I got a customer satisfactory form!! Which I again informed the Council of the huge lack of "customer satisfactory". Again absolutely no reply to my completed form!! What a joke. (Rural)

- We appreciate the Council's desire to keep the debt down and live within their means - well done! (Rural)
- Better control of how a lack of drainage from new neighbouring houses effects existing dwellings (Rural)
- I am disappointed with the decrease (significant) in land/house prices. Bought my home in 2007 at \$280K now \$235K. Local Council needs to be more pro-active in supporting locals - especially if wanting to keep them in town, not just about rural (Otorohanga)
- Otorohanga is a beautiful safe town with a wonderful community spirit. I wouldn't want to live anywhere else. Well done to everyone who works hard to keep our town that way. (Otorohanga)
- Still no action on kiwi statue turn-around. Trucks and tractors still using the main street. (Otorohanga)
- Some people live in expensive properties which they have paid for over years, but now have limited budgets. They therefore cannot afford to contribute to amenities they do not use eg if a club wants an upgrade the club should pay (Otorohanga)
- The flower baskets are beautiful and outsiders often comment on them. (Otorohanga)
- I feel it is important to provide high quality town amenities and services to enhance the quality of life for current residents and to encourage new people to come and live in the district. (Otorohanga)
- More practical activities for youth over the holidays especially yr 7-13. Kiwi Kidz Club is awesome! (Otorohanga)
- Very happy overall with our Otorohanga District Council. (Otorohanga)
- Otorohanga Rocks !!! (Otorohanga)
- Stop Council employees from using Council vehicles to deliver their children to and from schools and childcare centres. (Otorohanga)
- Keep up the good work (Otorohanga)
- We feel the ODC is successfully meeting the needs of the communities and districts under its control. Good quality maintenance of essential services is most important and cutting back on this is detrimental to future generations. It is important that our region looks cared for and attractive to 'outsiders/visitors'. Keep up the great work - it is so great to have such a unified council. (Otorohanga)
- The rural property that we own has town water and own septic tank. However we pay residential rates. Our road ie Council road is not sealed and in poor condition despite the main users being that of the Council for the recent upgrade of the septic town system. We also pay for rubbish collection which is not available to our property. Happy to pay residential rates if road is sealed and septic connected also rubbish collection becomes available. Otherwise please evaluate rates on a rural property basis. (Otorohanga)

## Standard of Service Options

Below are the standard of service options that were presented in the surveys. The majority of the options were included in all three survey variations (for the rural, Otorohanga and Kawhia communities).

Where an option was only relevant to a particular community this is identified in the title.

### Parks and Reserves

Standard of Service Option	1 – Do Less	2 - Current Standard	3 – Do More	4 – Do Much More
<b>Standard of Service Details</b>	No further ratepayer funded reserve improvements. Reduced standards of mowing & garden maintenance	Good standard of mowing and gardening but only essential levels of reserve inspections and other maintenance. Small ongoing improvement programme	More regular inspections of parks and reserves. Greater and/or more rapid improvement of reserves	As for option 3 plus more regular maintenance, quicker repairs and responses to damage / graffiti
<b>Relative cost of Activity to Ratepayers</b>	15% less (average of \$130 per year*)	Average of \$152 per property per year*	10% more (average of \$167 per year*)	25% more (average of \$190 per year*)

### Water Supply (Kawhia only)

Standard of Service Option	1 – Do Less	2 - Current Standard	3 - Do More	4 - Do Much More
<b>Standard of Service Details</b>	No reduction is considered practical; existing service is at a minimum standard	Essential repairs and maintenance only. Equipment replaced when close to failure or has failed. No further upgrades planned	Attempt to replace equipment before failure is possible	As for option 3 plus more rapid responses to problems such as water leaks
<b>Relative cost of activity to Ratepayers</b>	Not practical	Average of \$402 per property per year*	3% more (average of \$414 per year*)	10% more ((average of \$442 per year*)

### Water Supply (Otorohanga only)

Standard of Service Option	1 - Do Less	2 - Current Standard	3 - Do More	4 – Do Much More
<b>Standard of Service Details</b>	Don't undertake planned construction of additional water reservoir to improve supply security	Essential repairs and maintenance only. Equipment replaced when close to failure or has failed. Additional water reservoir planned for 2021	Attempt to replace equipment before failure is possible. Bring forward construction of new water reservoir to 2015	As for option 3 plus more rapid responses to problems such as water leaks
<b>Relative Cost of activity to Ratepayers</b>	10% less (average of \$275 per year*)	Average of \$306 per property per year*	5% more (average of \$321 per year*)	10% more (average of \$337 per year*)



## Youth Support Programmes (with particular emphasis on the school to employment transition)

Standard of Service Option	1 – Do Less	2 - Current Level (NOT SUSTAINABLE)	3 - Do More	4 - Do Much More
Standard of Service Details	No youth support programmes	Limited temporary indirect support of programmes at school, Trade Training Centre and Harvest Centre <b>NOT SUSTAINABLE</b>	Permanent financial support of existing youth programmes	Permanent financial support of enhanced youth programmes
Relative cost of activity to Ratepayers	100% less (nil)	Average of \$2 per property per year*	500% more (average of \$12 per property*)	1000% more (average of \$22 per property*)

## Library Services

Standard of Service Option	1 – Do Less	2 - Current Standard	3 - Do More	4 - Do Much More
Standard of Service Details	Freeze book and media budgets at current levels. Delay Otorohanga Library opening until 10.00am. Reduce children's library programmes	Basic Library services in Otorohanga and Kawhia. Otorohanga open from 9.00am. Limited digital media or resources. Charges for adult fiction books	Increase availability of digital media such as eBooks, eAudio and access to educational/ research computer programmes.	As for option 3 plus; Remove all charges for borrowing, except overdue fines. Subsidised delivery of books and media to rural areas (target fee \$1 per item).
Relative cost of activity to Ratepayers	5% less (average of \$71 per year*)	Average of \$75 per property per year*	5% more (average of \$79 per year*)	20% more (average of \$90 per year*)

## Public Toilets

Standard of Service Option	1 – Do Less	2 - Current Standard	3 - Do More	4 - Do Much More
Standard of Service Details	No reduction is considered practical; existing service is at a minimum standard	Two toilet facilities in Kawhia, one each at Otorohanga, Aotea and Ocean Beach, Kawhia	One additional single cubicle public toilet in an Otorohanga Reserve	Two additional single cubicle public toilets in Otorohanga, or one additional toilet in the rural area.
Relative cost of activity to Ratepayers	Not Applicable	Average of \$28 per property per year*	20% more (average of \$34 per year*)	40% more (average of \$39 per year*)

## Refuse and Recycling (Kawhia Only)

Standard of Service Option	1 – Do Less	2 - Current Standard	3 - Do More	4 - Do Much More
Standard of Service Details	No reduction considered practical due to legislative and policy requirements	Kerbside collection of refuse and recycling. Kawhia Recycling Centre open noon to 3.00pm Wednesday, Saturday, Sunday and public holidays	6 hours additional Recycling Centre opening - possibly noon to 3.00pm on Mondays and Fridays	12 hours additional Recycling Centre opening - possibly noon to 3.00pm on Mondays, Tuesdays, Thursdays and Fridays
Relative cost of activity to Ratepayers	Not Applicable	Average of \$249 per property per year*	40% more (average of \$24 per property*)	80% more (average of \$48 per property*)

## Rural Refuse and Recycling (Rural Only)

Level of Service Option	1 – Do Less	2 - Current Standard	3 – Do More	4 – Do Much More
Level of Service Details	No reduction considered practical due to legislative & policy requirements	Recycling centres at Otorohanga, Kawhia, Maihihi, Ngutunui, Arohena & Korakonui (pending)	Up to 4 additional rural recycling centres, possible locations Hauturu, Oparau, Otewa & Te Kawa.	Roadside collection of recycling (not refuse) from all rural properties
Relative Cost of activity to Ratepayers	Not Applicable	Average of \$24 per property per year*	60% more (Average of \$38 per year*)	400% more (Average of \$120 per year*)

## Waste Water (Otorohanga Only)

Standard of Service Option	1 - Do Less	2 - Current Standard	3 - Do More	4 - Do Much More
Standard of Service Details	Not practical. Current level is minimum required to meet regulatory requirements	Essential repairs and maintenance only. Equipment replaced when close to failure or has failed. No further major upgrades planned	Attempt to replace equipment before failure is possible	As for option 3 plus more rapid responses to problems such as blockages etc. Additional back-up system for main pumps
Relative cost of activity to Ratepayers	Not applicable	Average of \$341 per property per year*	5% more (average of \$358 per year*)	10% more (average of \$375 per year*)

## Sealed Roads: Routine Maintenance (does not include re-sealing, reconstruction and other essential major works)

Standard of Service Option	1 – Do Less	2 - Current Standard	3 - Do More	4 - Do Much More
Standard of Service Details	Less frequent road inspections and 20% reduction in repairs. Road will deteriorate	Mix of planned and reactive maintenance works. Occasional delays due to resource constraints	More frequent road inspections and decreased delays in carrying out repairs	Very frequent road inspections and very prompt repairs to all defects
Relative cost of activity to Ratepayers	25% less (average of \$137 per year*)	Average of \$182 per property per year*	25% more (average of \$228 per year*)	50% more (average of \$273 per year*)

## Sealed Roads: Major Improvements (road straightening, widening & new urban footpaths)

Standard of Service Option	1 – Do Less	2 - Current Standard	3 - Do More	4 - Do Much More
Standard of Service Details	Average of 1.2km of roads improved and 150m of new urban footpaths per year	Road improvements at an average rate of 2.4km per year + 300m of new urban footpaths per year	Average of 3km of roads improved and 400m of new urban footpaths per year	Average of 4km of roads improved and 500m of new urban footpaths per year
Relative cost of activity to Ratepayers	50% less (average of \$66 per year*)	Average of \$132 per property per year*	25% more (average of \$165 per year*)	60% more (average of \$211 per year*)

## Unsealed Roads: Maintenance (road metalling and grading)

Standard of Service Option	1 – Do Less	2 - Current Standard	3 - Do More	4 - Do Much More
<b>Standard of Service Details</b>	Grade roads on average of 3 times per year. Reduce repairs by 20%, causing progressive deterioration	Roads graded on average 4 times per year (depends on traffic volume). Roads receive additional metal at average of 5 year intervals	Increase grading to average of 6 times per year, and increase repairs budget by 15%, enabling quicker responses	As for option 3 plus reduce average intervals between adding road metal to 3 years.
<b>Relative cost of activity to Ratepayers</b>	20% less (average of \$122 per year*)	Average of \$152 per property per year*	30% more (average of \$198 per year*)	80% more (average of \$274 per year*)

## Unsealed Roads: Major Improvements (road straightening and widening, and – at option 4 only – sealing)

Standard of Service Option	1 – Do Less	2 - Current Standard	3 - Do More	4 - Do Much More
<b>Standard of Service Details</b>	Average of 0.6km of roads improved each year, only in response to problems	Continue improvements at relatively slow average rate of 1.3km of roads per year	Increase average rate of improvements to around 3km of roads each year	As for option 3, plus resume sealing of unsealed roads at an average rate of 2km per year
<b>Relative cost of activity to Ratepayers</b>	50% less (average of \$10 per year*)	Average of \$20 per property per year*	100% more (average of \$40 per year*)	500% more (average of \$120 per year*)

**Item 107            APPROACH TO CHARITABLE DONATIONS**

**To:                    Mayor and Councillors  
                          Otorohanga District Council**

**From:                Chief Executive**

**Date:                 19 August 2014**

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**Relevant Community Outcomes**

- Foster an involved and engaged Community
- 

**Executive Summary**

A potential approach to the management of requests for charitable donations is presented.

**Staff Recommendation**

It is recommended that:

Council resolves that it does not make donations to charitable causes. Grants may however, on occasion be made, at the discretion of Council or a Community Board, where the beneficiary party is a significant group within the Otorohanga District that is reasonably representative of the whole local community, and the grant is likely to offer broad rather than individual benefit to those within the community.

**Report Discussion**

In recent times requests have been received by Council for it to make charitable donations to various causes.

Whilst the worthiness of some of these causes is beyond question, the appropriateness of Council making donations to them is in my view questionable.

Council does not currently have a policy on this, and decisions on whether or not some form of donation is provided have generally been made by the Mayor. At various times the making of such decisions has posed a significant dilemma for the Mayor, who has to attempt to balance a variety of issues in reaching a decision. Where donations have been made the amounts donated have usually been relatively small.

My personal view is that charitable giving is a personal matter, and that Council does not have a mandate from the community to make rates funded charitable donations,

It is however noted that a distinction needs to be made between charitable causes (which may benefit individuals, or parties outside of the Otorohanga District) and the occasional provision of grants to local groups for particular purposes that may have broad benefits to the local community.

An attempt at differentiating between these two types of giving is made in the suggested resolution.

**DC Clibbery**  
**CHIEF EXECUTIVE**

**Item 108            BUILDING CONTROL ISSUES**

**To:                    His Worship the Mayor and Councillors  
                          Otorohanga District Council**

**From:                Chief Executive**

**Date:                 19 August 2014**

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**Relevant Community Outcomes**

- The Otorohanga District is a safe place to live
  - Ensure services and facilities meet the needs of the Community
- 

**Executive Summary**

A recent accreditation audit of Council's Building Control activity has identified an urgent need for the employment of an additional Building Control Officer.

**Staff Recommendation**

It is recommended that:

Additional expenditure of \$60,000 in the Building Control account in the 2014/15 financial year is approved for the purpose of employing an additional Building Control Officer and conducting other actions required by IANZ that have arisen from their recent audit.

**Report Discussion**

During the week ending 8 August representatives of International Accreditation New Zealand (IANZ) visited ODC to review the accreditation of Council as a Building Consent Authority (BCA) under the Building Act 2004.

The review takes the form of checking compliance of Council's Building Control process against the requirements of the Act and associated regulations. The review focusses strongly on the paperwork supporting the Building Control process,

The review is orientated towards ensuring that no BCA is exposed to potential liability associated with potential non-compliance with mandated Building Control processes

The results of the latest IANZ assessment were not satisfactory. A number of significant issues were identified for which Corrective Actions were required if ODC is to remain accredited and registered as a Building Consent Authority.

It is not believed that the identification of corrective actions necessarily means that the service being provided is deficient from a customer perspective. In most cases the corrective actions identified related to issues of administrative process that may have little bearing on the customer's satisfaction with the service they receive, or the outcomes they obtain.

The one exception to this was however the fact that the processing of some consents has taken long than the 20 day limit required by the regulations.

Whilst the significance of the issues raised may be limited from the customer perspective, the overall significance of them cannot be disputed, because the extent of observed non-compliance with the required administrative processes will determine whether or not a BCA can maintain its accreditation, and without this it cannot be registered and authorised to issue Building Consents.

The results of the recent assessment were sufficiently unsatisfactory to have posed a substantial threat to ODC retaining its BCA status, and even now the retention of that status is dependent

upon providing effective responses to the identified deficiencies within a limited time frame, and satisfying a further IANZ assessment in six months time.

### **Underlying Issues**

The primary issue that underlies the unsatisfactory audit is a lack of human resources in the Building Control area.

The existing staff in the Building Control team made a great effort to prepare for the IANZ audit. They worked long additional hours endeavouring to ensure that our processes and records were compliant with requirements.

Their efforts are appreciated, and it is probable that without these efforts Council would have lost its accredited status, with extremely serious effects.

Though the Building Control team did as much as it reasonably could, the fact does however remain that what was done was too little, too late.

We have simply not had enough staff in that area to both undertake the practical control of building work, and the administrative processes required to ensure that accreditation is maintained. In meeting the needs of the former, the latter has suffered.

Signals have previously been sent to Council management that the existing resources in Building Control team were not adequate, but we had been slow to respond to those signals because of a reluctance to potentially build excess capacity (with associated costs) and had failed to appreciate the extent to which accreditation was at risk, as the results of the previous accreditation audit (in 2012) had generally been positive.

In hindsight it is clear that there was also a lack of appreciation of the extent to which recent loss and turnover of staff in the building team had affected the administrative robustness of processes, and how the levels of expectation from IANZ had increased since 2012.

Proper appreciation of these issues is however difficult, as it requires a detailed current knowledge of Building Control processes which is only likely to be readily available to those actively engaged in this process at a hands-on operational level. It is always likely to be difficult (and probably not appropriate) for senior management to have adequate understanding of such technical details.

Optimising staffing levels for Building Control is difficult. During the mid 2000's there was a growth in property development and building activity that required Council to create an additional Building Control Officer (BCO) position, bringing the total to three.

A sharp downturn in development from 2008 onwards did however create a situation where there was insufficient work for three BCOs, and one position had to be lost through an indirect voluntary redundancy.

The extent of work for BCOs is always likely to be variable. Global and national economic trends have a general influence on building work, and in a district such as Otorohanga a further significant variation is superimposed on this through the varying fortunes of the agricultural sector, associated with market prices and weather.

It is however very difficult to effectively adjust the number of BCOs to meet these changes in workload. The recruitment of experienced BCOs is difficult because there is currently very strong demand for such roles in some areas, particularly in Auckland and Christchurch. The same factors that cause periodic increases in the extent of building work in the Otorohanga District also have effect in other districts, so that when ODC needs more staff to meet demand, the competition for those staff with other districts is likely to be greatest, and our District is seldom the 'destination of choice' for capable and experienced individuals.

The option of 'training up' people without prior Building Control experience to meet surges in demand has also become less practical because of the extensive rules and stringent administrative requirements Building Control is no longer a relatively straightforward activity. Whereas in the past it might be expected that an experienced builder would be able to quickly

reach full competence in a BCO role, the current more specialised nature of this work is likely to significantly slow such a process, and it would now probably take between 1 and 2 years for a new employee without previous specific Building Control experience to reach anything near to full competency. By the time that competency is reached, the surge in demand may well have passed.

The recent IANZ assessment has made it very clear that to carry out the practical requirements of the job, and to meet the administrative 'paper work' requirements necessary to maintain accreditation as a BCA, ODC needs to employ three competent BCOs and associated administrative support at all times.

The last three words are underlined as this is an important new realisation; that Council is potentially at risk of failing to meet fundamental requirements if it is ever reduced to having just two BCOs for any significant length of time.

The reality is however, that there will inevitably be turnover of staff, and because of the likely difficulties and delays in recruiting or training of BCOs, having a 'normal' complement of three BCOs means that there would be significant periods where only two are available.

As such the obvious conclusion is that if ODC is to remain accredited as a BCA, it needs to employ four BCOs with an administrative support person, or another structure of equivalent capacity. This represents one person more than is currently employed in that team.

### **Alternative Options**

Whilst the recent IANZ audit may have made it clear that having four BCOs is necessary for the BCA to properly carry out its functions, management does have reservations about such a complement of staff.

Whilst currently there is certainly enough work to keep three BCOs effectively utilised, to have four is likely to result in significant over-capacity at some times, particularly when levels of building activity are low.

Increasing the number of staff will have an associated cost that has to be recovered through increased fees for building consents and/or increased general rates. Already there is a very high (perhaps too high) level of general ratepayer subsidy of the building consent process, and the appropriateness of increasing this further is questionable. In the past management has been very mindful of this cost when making decisions on the size of the building team. That however, is a matter that could be discussed during the forthcoming funding review.

Consideration has been given to whether it might be in the best interests of the district for ODC to cease being a BCA, and for residents of the district to instead obtain these services from another party (perhaps another Council) outside of the district.

This may warrant further investigation, but initial thoughts are that such an approach is only likely to see the challenges faced by ODC also being faced by any other BCA that is providing service, and hence it is difficult to see how such alternative provision could offer significantly better service or value that what would be available from a continuing in-house service. Similar comments also apply to potential shared services approaches.

It is believed that from a customer perspective the Building Control service provided by ODC is generally viewed positively, and that the potential loss of local control over the delivery of this service would be undesirable.

### **Cost Implications**

There is currently an urgent need to address the issues raised by the IANZ audit, amongst which the lack of adequate resources is key.

As such an obvious action required is to commence recruitment of an additional Building Control Officer.

Existing budget allocations for the 2014/15 year are not sufficient to cover such employment.

It is believed that to employ such an additional BCO and to conduct other actions required by IANZ, further expenditure of approximately \$60,000 above the budget allocation will be required in the current financial year.

A resolution is therefore sought from Council to approve this additional expenditure.

**DC Clibbery**  
**CHIEF EXECUTIVE**



**Item 109                    ROAD LEGALISATION - PART MANGATI ROAD - ROTTIER, TUCK  
PROPERTY - LETTER OF AGREEMENT IN PRINCIPLE**

**To:                            His Worship the Mayor and Councillors  
Otorohanga District Council**

**From:                        Engineering Manager**

**Date:                        19 August 2014**

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**Relevant Community Outcomes**

- Manage the natural and physical environment in a sustainable manner
- 

**Executive Summary**

Council staff have been in negotiations with Willem Henry Mathius Rottier and Sheryl Anne Tuck regards road boundary adjustments to their property at 169 Mangati Road. As both Council and the owners will benefit from the boundary adjustments, the Agreement is based on a cost share arrangement as shown within the "Letter of Agreement in Principle".

**Staff Recommendation**

It is recommended that:

1. The Otorohanga District Council hereby agrees to the conditions set out in the attached "Letter of Agreement in Principle" between Council and Willem Henry Mathius Rottier and Sheryl Anne Tuck relating to road boundary adjustments on Part of Mangati Road fronting their land being Lot 1 DP 345827.
2. The Major and Chief Executive of Otorohanga District Council be authorised to sign and seal any documentation necessary in relation to the "Letter of Agreement in Principle".

**Report Discussion**

Mr Rottier and Mrs Tuck own the property described as Lot 1 DP 345827 having an area of 2.3189 ha in Certificate of Title 187744 located at 169 Mangati Road.

During the process of identifying their property boundaries for the purpose of building a house the owners discovered the legal road boundary projects onto the proposed building site and also that their property projected onto part of the sealed surface of Mangati Road at one corner point.

In April 2004 the Council approved the subdivision application by the then owner Mr RS Marx, which created Lot 1 DP 345827. The issue of the road boundaries was not identified or dealt with at that time.

The Council has a responsibility to deal with the matter of legalising the portion of the Rottier/Tuck property that is currently occupied by Mangati Road. The proposed area of land to be acquired for road is sufficient to enable future widening and realignment when the next section of Mangati Road is upgraded.

It is proposed that one survey plan will be produced that will include the stopping of part of Mangati Road and vesting the land in the adjoining Rottier/Tuck property. Also the plan will show the area of land to be acquired for road from the Rottier/Tuck property. It is on this basis that the "Letter of Agreement in Principle" has a sharing of costs and responsibilities related to the road boundary adjustments.

Regarding the items listed as "Shared Costs" it should be noted that the owners will be required to pay directing to their surveyor, Blue Wallace Surveyors, half of the \$5,529.00 + GST and

Council will pay the other half. It is confidently expected that the amount of \$5,529 + GST will be close to the amount for the legal survey plan work and Land Information NZ fees.

The owners will be required to pay the "Owners Costs" as scheduled.

The items listed as "Council Costs" in the "Letter of Agreement in Principle" are the usual costs associated with the road legalisation process and are expected to be approximately \$2,500.

**Dave Clibbery**  
**ENGINEERING MANAGER**

### **Attachments**

- a. Locality Plan
- b. Letter of Agreement in Principle
- c. Plan of Proposed Boundary Changes

## LETTER OF AGREEMENT IN PRINCIPLE

Between

**OTOROHANGA DISTRICT COUNCIL**

(called "the Council")

and

**William Henry Mathius ROTTIER and Sheryl Anne TUCK**

(called "the owners")

The owners are proprietors of Lot 1 Deposited Plan 345827 having an area of 2.3189 hectares being all of Computer Freehold Register 187744.

The land is at 169 Mangati Road.

During the process of identifying their property boundaries for the purposes of building a new house the owners discovered the legal road boundary projected onto the proposed building site.

The owners engaged a surveyor to prepare a plan showing the property boundaries. This shows the legal road boundaries over much of the building site and also shows that a portion of the existing physical road passes over a small part of the owners land.

The owners and Council wish to amend the road boundary as shown on the attached plan.

Area "A" of approximately 828m<sup>2</sup> is an area of legal road currently owned by the Council and this legal road will be legally "stopped" and transferred to the owners at no cost for the land.

The Area "A" is to be amalgamated with the owners land title 187744 and be subject to the Mortgage to Westpac New Zealand Ltd.

Area "B" of approximately 312m<sup>2</sup> is part of the owners land and this land will be acquired from the owners by the Council at no cost for the land. The Area "B" will become legal road as part of Mangati Road and allows for future roading improvements including widening and realignment of Mangati Road.

### **Proposed Reduction of Front Yard Requirements**

The Council will support an application from the owners for a reduction of front yard requirements from the standard 7 metres to 3 metres. The measurement to be from the new road boundary created by the proposed road boundary adjustments.

As both parties will benefit by the adjustments to the road boundaries it is proposed that the cost of making these changes be shared as follows:

### **Shared Costs**

The Owners and Council to be responsible for and meet the costs of the following on an equal share basis (50/50 basis)

1. Preparation of a legal survey plan to show the area of road to be "stopped" and land to be "acquired" for road.
2. Fees charge by Land Information NZ related to processing the legal survey plan.
3. Based on the estimate obtained from Blue Wallace Surveyors the above two items have a total cost of \$5529.00 + GST.
4. Any costs related to preparation of the legal survey plan and the LINZ fees that are in excess of the above figure will be meet on an equal share basis (50/50 basis)

**The Owners Costs**

The owners to be responsible for and meet the cost of the following:

1. Arranging for the consent of the owners Mortgagee, Westpac New Zealand Ltd, to the changes to the owners title.
2. The legal fees of the owners Solicitor in relation to the property boundary changes.
3. The professional fees of Blue Wallace Surveyors related to negotiation of the Letter of Agreement in Principle on behalf of the owners.

**The Councils Costs**

The Council to be responsible for and meet the cost of the following:

1. All Council staff time in relation to dealing with the property boundary changes.
2. All costs in preparation of the legal documents required to be signed and processed regards the property boundary changes.
3. All costs in relationship to the preparation and publication of the required gazette notice required to create the boundary changes. (Note: the legal actions will be undertaken in terms of the Public Works Act 1981 and be by way of exchange of land).
4. All legal fees of the Council's Solicitor in relation to the property boundary changes.

The owners and Council accept the terms and conditions of this Letter of Agreement in Principle as full and final satisfaction of any claim that they may have regards the road boundary adjustment along the road frontage of the owners property.

Pending the completion of the legal process, or if the property is to be sold to another owner, the Council may register a Certificate of Consent pursuant to Section 115 of the Public Works Act 1991 against the owners certificate of title 187744 to protect the interest of Council regards this agreement.

This Letter of Agreement in Principle is subject to a formal resolution being passed by Council at a scheduled Council Meeting accepting the terms set out in this Letter of Agreement in Principle.

The owners and Council will sign all legal documents required to be signed to put in place this Letter of Agreement in Principle.

Attached: Plan of Proposed Boundary Changes

**Dated at** Otorohanga **this** day of 2014

and

**Signed by the owners**  
**Willem Henry Mathius ROTTIER** .....

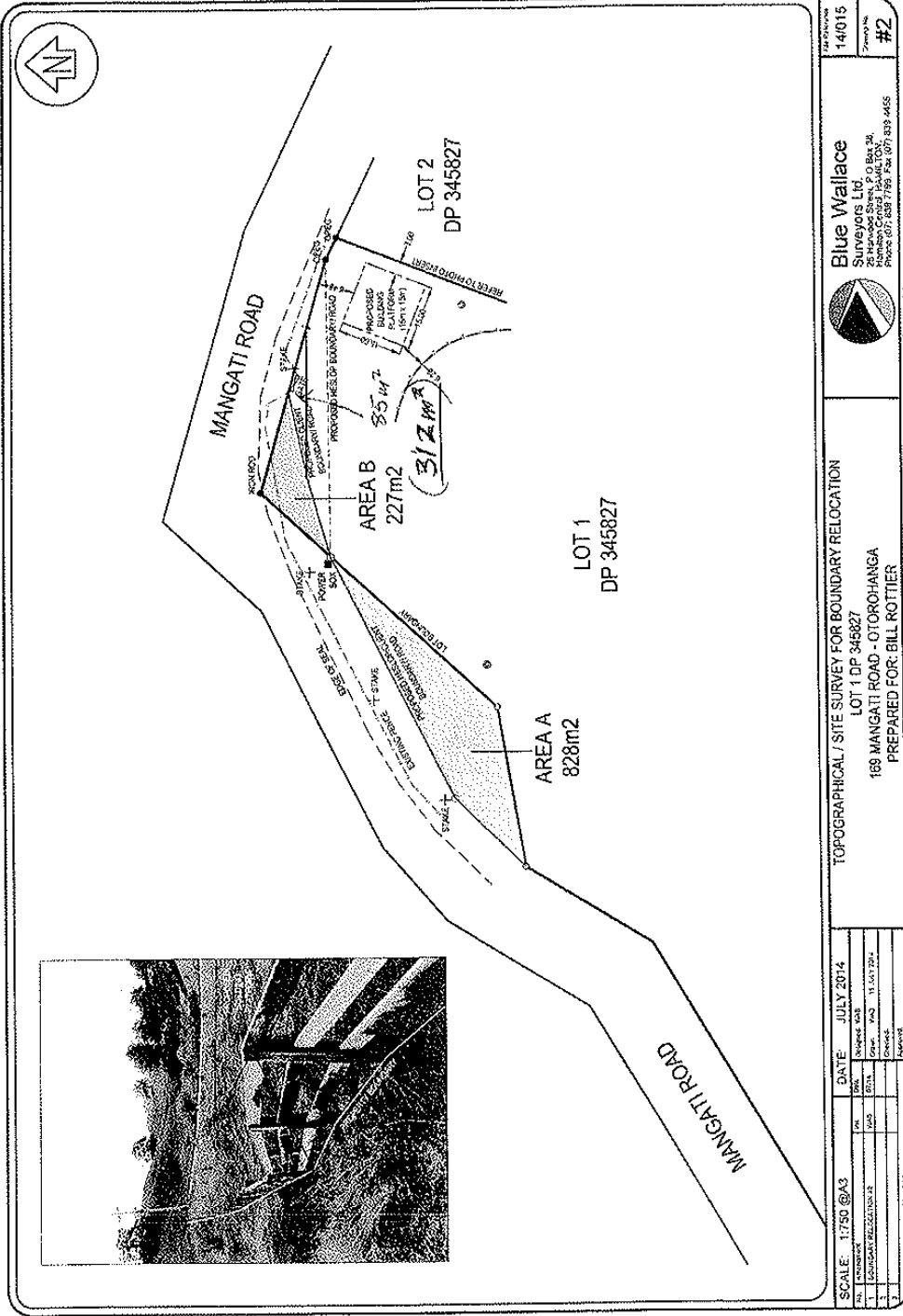
and

**Sheryl Anne TUCK** .....

Signed on behalf of the "Council"

-----  
Dave Clibbery  
Chief Executive Officer  
Otorohanga District Council

*Attachment: Amended Blue Wallace Plan 14/015 #2*



SCALE: 1:750 @A3	DATE: JULY 2014	PROJECT NO: 14/015
BY: [Signature]	DATE: [Signature]	PROJECT NO: #2
1. BOUNDARY RELOCATION	DATE: 07/14	PROJECT NO: 14/015
2. [Signature]	DATE: 07/14	PROJECT NO: 14/015
3. [Signature]	DATE: 07/14	PROJECT NO: 14/015

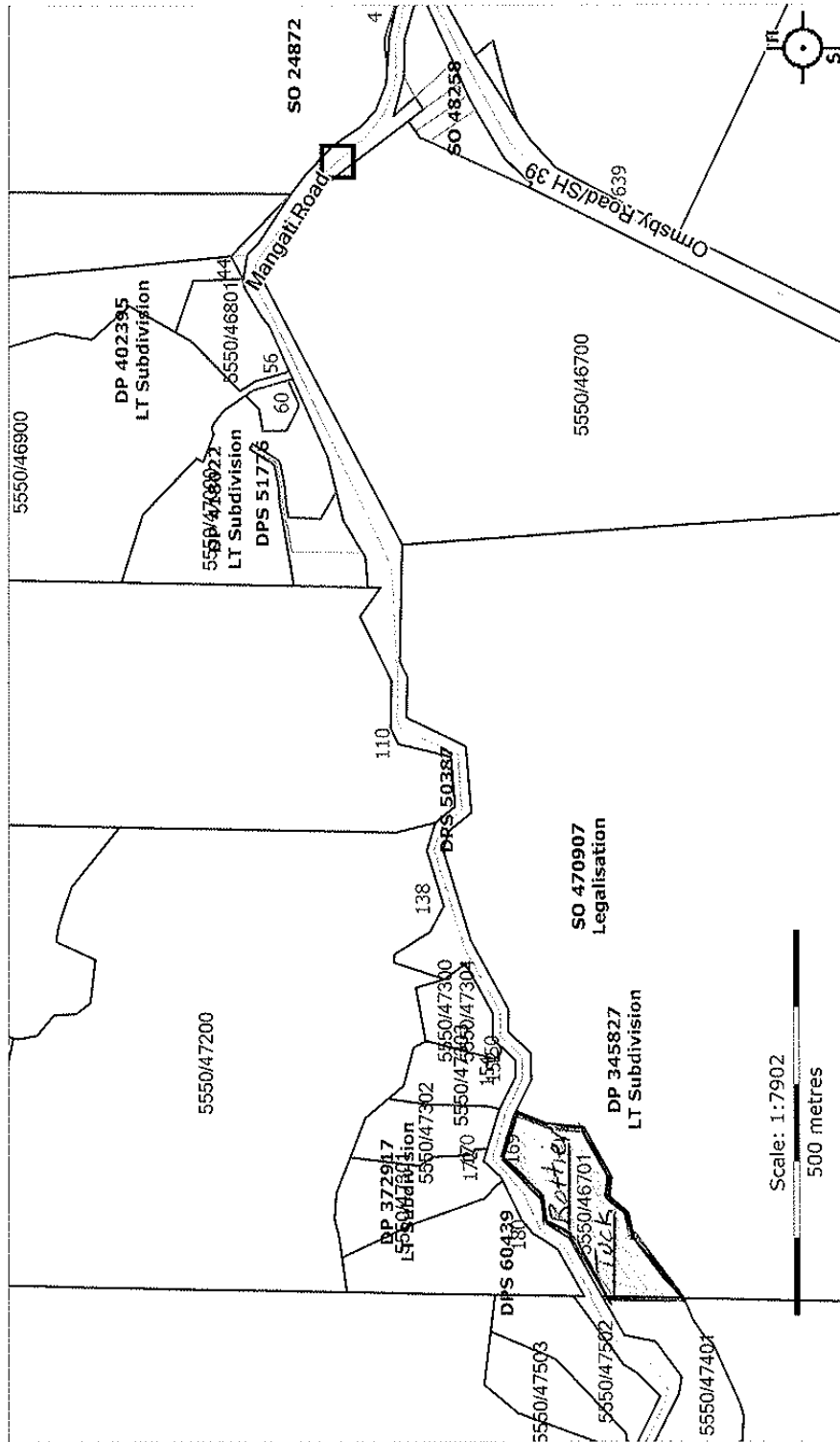
TOPOGRAPHICAL / SITE SURVEY FOR BOUNDARY RELOCATION  
 LOT 1 DP 345827  
 188 MANGATI ROAD - OTOROHANGA  
 PREPARED FOR: BILL ROTTIER

Blue Wallace  
 Surveyors Ltd.  
 26 HAWKES STREET, P.O. BOX 34,  
 HAWKES BAY, NEW ZEALAND  
 PHONE: 07-439 7789 FAX: 07-439 4458

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# Mangati Road

Rottier Tuck Property



**Item 110            ODC MATTERS REFERRED FROM 15 JULY 2014**

**To:                    His Worship the Mayor & Councillors  
                          Otorohanga District Council**

**From:                Governance Supervisor**

**Date:                 19 August 2014**

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### **Executive Summary**

#### **1.        COUNCIL**

##### 17 June 2014

- i.    To conduct a workshop involving the relevant Council Members, Kawhia Community Board Members and staff to further explore the suggestion of funding within the two Communities of Kawhia and Aotea, prior to Council's Funding Review.

##### 15 July 2014

- i.    The Finance and Administration Manager to include above item for consideration in a workshop following the next Kawhia Community Board meeting to be held on 25 July 2014.
- ii.   To give consideration to establishing an Iwi Liaison Group.

#### **2.        ENGINEERING MANAGER**

##### 15 July 2014

- i.    To follow up on the matter of the supply of water to the Arohena Camping Ground.
- ii.   To investigate the planting of Poplars on the face of a previous slip on Waipapa Road.

**CA Tutty**  
**GOVERNANCE SUPERVISOR**

### **GENERAL**