



Otorohanga District Council

MINUTES

5 NOVEMBER 2019

1pm

Members of the Otorohanga District Council

His Worship the Mayor MM Baxter
Councillor K Christison
Councillor B Ferguson
Councillor K Jeffries
Councillor R Johnson (Deputy Mayor)
Councillor RA Klos
Councillor P McConnell
Councillor A Williams

Meeting Secretary Mr. CA Tutty

OTOROHANGA DISTRICT COUNCIL

5 NOVEMBER 2019

Minutes of an Inaugural Meeting of the Otorohanga District Council held in the Council Chambers, 17 Maniapoto Street, Otorohanga on Tuesday 5 November 2019 commencing at 1pm.

MINUTES

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PRESENT

His Worship the Mayor MM Baxter, Councillors K Christison, B Ferguson, R Johnson, K Jeffries, RA Klos, P McConnell and A Williams

IN ATTENDANCE

Ms. T Winter (Chief Executive) Messrs, A Loe (Group Manager Environment), G Bunn (Group Manager Corporate) B O'Callaghan (Finance Manager), CA Tutty (Governance Supervisor), Ms. T Ambury (Community and Economic Development Manager) and N Martinsen (Committee Secretary).

His Worship declared the meeting open and expressed good afternoon to those present.

REFLECTION / PRAYER / WORDS OF WISDOM (His Worship the Mayor)

His Worship recited "words of wisdom" to members.

DECLARATION OF CONFLICTS OF INTEREST

His Worship asked members whether they had any declarations of conflicts of interest.

No declarations of conflicts of interest were received.

PRESENTATION / FORMER COUNCILLOR K PHILLIPS

Former Councillor Mr. Ken Phillips was in attendance at the meeting.

His Worship speaking to Mr Phillips said he was a wonderful addition to Council expressing words of wisdom in particular to environmental and financial matters. He said Mr Phillips has been an absolute pleasure to work alongside and that he will be missed from Council.

His Worship said he hoped Mr Phillips had enjoyed his time on Council and thanked him for his contribution.

Mr Phillips replied apologising for missing the last two meetings of Council and explained the circumstances around this. Mr Phillips welcomed new Councillor Mr Bryan Ferguson. He expressed congratulations to returning members and newly elected members. Mr Phillips thanked Council staff for their contribution and expressed the opinion that Council has an excellent Chief Executive in place.

PUBLIC FORUM

Michaela Rangitaawa addressed members in the public forum on the following issues-

- a) Maori blocks (surveyed)
- b) Walkway Access – Stop banks
- c) Streams around Te Rohe Potae – Otorohanga District
- d) The use of using the words "ratepayers" on the ODC rates letter heads
- e) Mana whenua group
- f) Burial of original settlers.

His Worship thanked Ms Rangitaawa for her presentation.

ITEM 6 HIS WORSHIP THE MAYOR – VERBAL REPORT

His Worship reported on the following activities from the period 23 October 2019 to 5 November 2019 these being -
October 23 - SSEP Group meeting at Otorohanga College

October 24 - Otorohanga Support House AGM, Mayoral Graduation Ceremony

October 25 - MTFJ Noa Woolloff and himself met with the Hamilton Mayor

October 29-30 – Mayors Induction

October 31 – KCB Swearing in Ceremony

November 1 – Final Wananga for year at Makaurau Marae, Mangare

November 4 – Meeting with Shirley Johnson (Comet) MTFJ

Novemer 5 – Met with Bevan Smith (Principle advisor MOE) and Izaak Boss.

Resolved that His Worship the Mayor's Verbal Report be received.

His Worship / Councillor Jeffries

ITEM 7 CHIEF EXECUTIVE’S REPORT 16 SEPTEMBER – 4 NOVEMBER 2019

The Chief Executive summarised her report on the key focus areas for her during the last two months and highlighted the following-

- a) The new role of a Strategic Planner
- b) Her appointment as Chair of the Waikato Chief Executive’s Forum.

Resolved that the Chief Executives report be received.

His Worship / Councillor Ferguson

ITEM 8 ADOPTION OF STANDING ORDERS

The Chief Executive summarised her report for Council to adopt Standing Orders for the 2019-22 triennium.

Resolved that

- 1) Council adopts the Otorohanga District Council Standing Orders attached as **Appendix 1** for the 2019-22 triennium.
- 2) Standing Orders includes clauses 13.11 – 13.16 providing members with the right to attend meetings by audio or audio visual link.
- 3) The Chairperson is able to use a casting vote as provided for in clause 19.3.
- 4) Council adopts Option C (informal) as its default option for speaking and moving motions as outlined in Clause 22.4.

Councillor Johnson / Councillor Williams

ITEM 9 ADOPTION OF CODE OF CONDUCT

The Chief Executive referred members to her report for Council to adopt the Code of Conduct for the 2019-22 triennium.

Councillor Williams referred to Clause 5 “A local authority must, when adopting a code of conduct, consider whether it must require a member or newly elected member to declare whether or not the member or newly elected member is an undischarged bankrupt” and asked whether this issue has been considered by Council.

The Chief Executive undertook to contact a representative of the Local Government New Zealand for clarification.

Resolved that Council adopt the Otorohanga District Council Code of Conduct as attached as Appendix 1 for the 2019-22 triennium.

Councillor Williams / Councillor Ferguson

ITEM 10 APPOINTMENTS TO STANDING COMMITTEES OF COUNCIL AND EXTERNAL ORGANISATIONS

The Chief Executive referred members to her report advising that under section 41A(3) of the Local Government Act 2002 the Mayor has the powers to create Standing Committees of Council, as well as appointing the Chairs and members of these committees. She said the recommendations have been compiled following a workshop of Council.

Resolved that

- 1. Council notes that the following Standing Committees of Council, Chairs and Members are created by His Worship the Mayor for 2019-2022 triennium.

Name of Committee	Elected Member Representative
1. Risk and Assurance Committee	<i>Independent Chair, Cr R Klos, Cr A Williams, Cr C Jeffries</i>
2. Chief Executive’s Review Committee	<i>Chair Mayor M Baxter, Deputy Mayor R Johnson, Cr A Williams</i>

3. Grants and Awards Committee	<i>Chair Cr P McConnell, Cr B Ferguson, Cr K Christison</i>
4. Waikato Region Civil Defence Emergency Management Group (CDEMG) Joint Committee	<i>Mayor M Baxter, Cr A Williams</i>

Councillor Johnson / Councillor Jeffries

2. That Council approves the following members to organisations requiring Council representation by constitution or legislation.

Name of Organisation/Group	Elected Member Representative
1. Regional Transport Committee	<i>Mayor M Baxter, Cr P McConnell</i>
2. North King Country Development Trust	<i>Mayor M Baxter</i>
3. Nga Wai o Waipa Co-Governance Group (required under Nga Wai o Maniapoto (Waipa River) Act 2012)	<i>Mayor M Baxter, Deputy Mayor R Johnson</i>
4. Raukawa and Otorohanga District Council Joint Management Agreement (JMA) (required under Waikato River Act 2010)	<i>Mayor M Baxter, Cr R Klos</i>

His Worship / Councillor Williams

3. That Council approves the following members to other groups who have requested Council representation.

Name of Organisation/Group	Elected Member Representative
1. Waipa River Catchment	<i>Cr K Christison</i>
2. West Coast Zone	<i>Cr C Jeffries</i>
3. Otorohanga District Development Board (ODDB)	<i>Cr K Christison</i>
4. Rural water supply committees (Arohena, Ranginui, Tihiroa, Waipa)	<i>Wharepungu Ward Cr, R Klos, Kawhia/Tihiroa Ward Cr A Williams, Waipa Ward Cr R Johnson</i>
5. Otorohanga Stopbank Pathway Reserve Management Plan Working Group (established by Council resolution), operating as Stopbank Pathway and Reserve Collective (SPARC)	<i>Cr K Christison and 2 Otorohanga Community Board members to be appointed by the Board</i>
6. Waikeria Prison Community Liaison Group (required under Resource Consent conditions)	<i>Cr B Ferguson</i>
7. Waikeria Prison Community Impact Group (required under Resource consent conditions)	<i>Cr R Klos</i>
8. Happy Valley Nutrition Community Liaison Group (required under Resource consent conditions)	<i>Unspecified representation, open for any EMs to attend</i>

Councillor Christison / Councillor Ferguson

ITEM 11 COUNCILLOR APPOINTMENTS TO OTOROHANGA AND KAWHIA COMMUNITY BOARDS

The Chief Executive referred to her report advising that under Section 19F of the Local Electoral Act 2001 this authorises Council to appoint Councillors to Community Boards.

She also referred to an email she forwarded to members on 4 November 2019 providing more context around the recommendations specifically the ones for the Kawhia Community Board.

His Worship confirmed that he had also received feedback from members of the Kawhia Community Board.

Resolved that pursuant to Section 19F of the Local Electoral Act 2001;

- I. Councillor Paul McConnell and Councillor Katrina Christison are appointed to the Otorohanga Community Board, and;
- II. Councillor Annette Williams is appointed to the Kawhia Community Board for a period of 18 months from 5 November 2019 to 5 May 2021.
- III. Councillor Kit Jeffries is appointed to the Kawhia Community Board for a period of 18 months from 6 May 2021 until the end of the triennium.

Councillor Christison / Councillor Jeffries

ITEM 12 CONFIRMATION OF ROAD NAME

The Group Manager Environment summarised his report advising a road name is required for a private right of way connecting to Te Tahī Road that services ten residential lots. It was a condition of the subdivision consent that the owners in consultation with local iwi submit a road name for Council to approve.

Resolved that Council confirm the road name Tiwarawara Lane for a private right of way that is located on the southern side of Te Tahī Road at the end of the formed roadway.

His Worship / Councillor Williams

ITEM 13 MATTERS REFERRED FROM 8 OCTOBER 2019

The Chief Executive took members through the matters referred and requested that the preparation of draft policies be prioritised.

Following discussion it was agreed that the following policies be prepared first

- Occupancy Policies
- Trading in Public Places Policies

It is the intention that these draft policies be presented to the December meeting of Council.

The Group Manager Environment informed members that no changes to policies will be able to be in place for this coming summer period.

Following further discussion the following actions were agreed to;

- Delete item 16 July 2019 – Invite scientist from Waikato Regional Council
- His Worship extend an invite to Chair and CEO of Te Waka to present to Council

COUNCILLOR UPDATE

Councillor Williams

- Reported she attended the mayoral graduation and the swearing in of the Kawhia Community Board.
- Councillor Williams submitted an apology for lateness for the team building session to be held on the 29 November 2019.

Councillor Klos

- Attended the Waikeria Prison – Celebrating long service staff
- Attended the Waikeria impact forum – requirement of the environment court
- Reported that a nomination has been received from the Arohena area for the forth-coming sports awards.

Councillor Jeffries

- Reported he was unable to attend AGM of TKI last Saturday however, Mr Derek Wooster will keep him informed of any relevant information.
- The completion date of the new Kawhia Hotel has been set for 30 April 2020.

Councillor Ferguson

- He is pleased with his Council involvement so far, has been to a few events, and met several people.

Councillor Christison

- Asked if a matter could be placed on matters referred relating to her request that a report be prepared on the recent car rally.
- Asked whether an audit is carried out on the recycling centre located on Progress Drive.

The Chief Executive informed her that Council is required to provide statistics to a government agency on the volumes of waste being recycled or going to landfill. She undertook to check on both matters raised.

Councillor Johnson

- Attended the Mayoral Graduation and an Alcohol Hearing held last week.

MEETING CLOSURE

The meeting closed at 2.04pm