

Kāwhia Community Board

AGENDA

25 March 2022

1pm

In accordance with Ōtorohanga District Council's COVID-19 requirements,

THIS MEETING WILL BE HELD VIA THE ZOOM MEETING PLATFORM

and will be livestreamed and/or recorded for webcasting to Council's YouTube channel

as soon as reasonably practicable following the meeting.

Members of the Kāwhia Community Board

Board Member DM Walsh (Chair)	Board Member H Whiu
Board Member K Briggs	Councillor C Jeffries
Board Member G Good	

For all meeting queries, please contact Council's Governance Manager (kaia@otodc.govt.nz)

All attendees at this meeting are advised that the meeting will be electronically recorded (audio and video) for the purpose of webcasting to the Council's YouTube channel. Every care will be taken to maintain individuals' privacy however attendees are advised they may be recorded as part of the general meeting proceedings.

Kāwhia Community Board

Notice is hereby given that an ordinary meeting of the Kāwhia Community Board will be held via Zoom on Friday, 25 March 2022 commencing at 1.00pm.

Tanya Winter
CHIEF EXECUTIVE

21 March 2022

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APOLOGIES

A member who does not have leave of absence may tender an apology should they be absent from all or part of a meeting. The meeting may accept or decline any apologies. For clarification, the acceptance of a member's apology constitutes a grant of 'leave of absence' for that specific meeting(s).

At the finalisation of this agenda, no apologies had been received. If an apology for non-attendance, early departure or late arrival is tendered to the meeting the following resolution is recommended:

That the Kāwhia Community Board receive and accept the apology from Board Member xxx for ...

LATE ITEMS

Items not on the agenda for the meeting require a resolution under section 46A of the Local Government Official Information and Meetings Act 1987 stating the reasons why the item was not on the agenda and why it cannot be dealt with at a subsequent meeting on the basis of a full agenda item. It is important to note that late items can only be dealt with when special circumstances exist and not as a means of avoiding or frustrating the requirements in the Act relating to notice, agendas, agenda format and content.

Board Member Hinga Whiu requested an item be included on the agenda for '**Te Puti camping**' following discussion of this matter at the Ōtorohanga District Council meeting on 15 March 2022.

That the Kāwhia Community Board accept the late item 'Te Puti camping' for discussion at the 25 March 2022 meeting.

CONFIRMATION OF ORDER OF MEETING

Subject to confirmation there are no late items, the following resolution is recommended:

That the Kāwhia Community Board confirm the order of the meeting as indicated in the agenda.

DECLARATION OF CONFLICTS OF INTEREST

Members are reminded to stand aside from decision making when a conflict arises between their role as an elected member and any private or external interest they may have.

Should any conflicts be declared the following recommendation is made:

That the Kāwhia Community Board receive the declaration of a conflict of interest from Board Member ... for item ... and direct the conflict to be recorded in Council's Conflicts of Interest Register.

PUBLIC FORUM

Public forums are designed to enable members of the public to bring matters, not necessarily on the meeting's agenda, to the attention of the local authority. Requests to attend the public forum must be to the Governance Manager (kaia@otodc.govt.nz) at least one clear day before the meeting. Requests should outline the matters that will be addressed by the speaker. A period of up to 30 minutes will be available for the public forum. Speakers can speak for up to five (5) minutes. No more than two speakers can speak on behalf of an organisation during a public forum.

At the conclusion of the presentation elected members may ask questions of speakers. Questions are to be confined to obtaining information or clarification on matters raised by a speaker. Following the public forum no debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda.

At the finalisation of this agenda, no requests had been received.

CONFIRMATION OF MINUTES – KĀWHIA COMMUNITY BOARD – 25 FEBRUARY 2022

The unconfirmed minutes of the Kāwhia Community Board meeting held on 25 February 2022 are attached on the next page.

Recommendation

That the open minutes of the Kāwhia Community Board meeting held on 25 February 2022, having been circulated, be taken as read and confirmed as a true and correct record of that meeting.

Kāwhia Community Board

MINUTES

25 FEBRUARY 2022

1PM

Members of the Kāwhia Community Board

Board Member DM Walsh (Chair)
Board Member K Briggs
Board Member G Good
Board Member H Whiu
Councillor C Jeffries

Meeting Secretary: Ms K King (Governance Manager)

KAWHIA COMMUNITY BOARD

25 FEBRUARY 2022

Minutes of an ordinary meeting of the Kāwhia Community Board was held via Zoom on Friday, 25 February 2022 commencing at 1pm.

Tanya Winter
CHIEF EXECUTIVE

ORDER OF BUSINESS:

PRESENT

IN ATTENDANCE

APOLOGIES

DECLARATION OF CONFLICTS OF INTEREST

PUBLIC FORUM

CONFIRMATION OF MINUTES – [KĀWHIA COMMUNITY BOARD 17 DECEMBER 2021](#)

REPORTS

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PRESENT

Chairperson DM Walsh, Board Member K Briggs, Board Member G Good, Board Member H Whiu, Councillor C Jeffries.

IN ATTENDANCE

A Loe (Group Manager Regulatory & Growth), N Gower (Group Manager Strategy & Community), G Bunn (Group Manager Business Enablement), M Lewis (Group Manager Engineering & Assets), B O'Callaghan (Manager Finance), R McNeil (Strategic Advisor), A Senger (Manager Rooding), H Taylor (Manager Libraries) and K King (Governance Manager).

Chairperson Walsh declared the meeting open.

APOLOGY

All members were present however an apology for nonattendance was received from Tanya Winter, Chief Executive.

Chairperson Walsh | Board Member Briggs

DECLARATION OF CONFLICTS OF INTEREST

No declarations of conflicts of interest were received.

PUBLIC FORM

No members of the public had requested to be heard.

CONFIRMATION OF MINUTES – KAWHIA COMMUNITY BOARD

Resolved: That the Kāwhia Community Board confirm the minutes of its meeting held on 17 December 2021.

Councillor Jeffries | Board Member Good

Members noted the Maritime Education day held on 3 January by the Waikato Regional Council was very successful.

ITEM 66: CHAIRPERSON'S VERBAL REPORT

Chairperson Walsh advised a number of planned activities had been cancelled due to COVID whilst others were reduced in size.

Resolved: That the Kāwhia Community Board receive the verbal update provided to the meeting by Chairperson Walsh.

Councillor Jeffries | Board Member Briggs

ITEM 67: TRAFFIC CALMING IN MORRISON ROAD, AOTEA VILLAGE

Council's Rooding Manager provided an outline of the background of the request by the Aotea Ratepayers Association and the rationale for the proposed speed hump. Members spoke in support of the proposal and thanked staff for working with the community to obtain an appropriate solution.

Resolved:

That:

a The report from Andreas Senger, Rooding Manager be received.

- b The Kāwhia Community Board support the installation of a prefabricated speed hump on Morrison Road before of the Lawton Drive intersection to improve road safety for both residents and motorists in Aotea Village at a cost of an estimated \$3,500.00 excluding GST from the subsidised Low Cost/Low Risk approved funding for safety improvements.

Chairperson Walsh | Board Member Briggs

ITEM 68: KAWHIA WATER SUPPLY

Council's Group Manager Engineering and Assets spoke to the report highlighting the water shortage during the holiday period and the mitigation measures implemented and pending. In response to a query Mr Lewis confirmed the decommissioned clarifier tank at the water treatment plant was brought back into use to provide additional storage. This tank was intended to be reused at another site but would now be kept in Kāwhia as a backup for future summer holiday periods.

Members provided staff with several properties where water was observed trickling down drains which need investigating while noting these could be due to springs rather than leaks. Additionally, the tap being used by kids at the end of the wharf and was running almost continually through the day. Staff will investigate options for the tap and for the high water use due to operators connecting water blasters to wash their boats while tied up at the wharf during the high water demand period.

Members discussed climate change implications, including the reducing water source, and the possibility of subsidies for existing houses to install water tanks as currently there is no assistance available.

In response to a query, Mr Lewis confirmed the cost of the water trucks would be allocated to the Kāwhia water account.

Resolved: That the report from the Group Manager Engineering and Assets be received.

Chairperson Walsh | Board Member Whiu

ITEM 69: ROUTINE BUILDING CONTROL ACTIVITY REPORT

Council's Group Manager Regulatory and Growth took the item as read. In response to a query, Mr Loe advised the Waikeria Prison construction workforce had reduced from approximately 1,000 to around 650 staff. Members acknowledged the recent re-accreditation and the improving staff capability.

Resolved: That the Building Control activity report for the last quarter of 2021 be received.

Chairperson Walsh | Board Member Whiu

ITEM 70: ROUTINE DISTRICT LIBRARY REPORT

Council's Library Manager noted the COVID lockdowns resulted in the closure of the Kāwhia library for extended time. Ms Taylor outlined the 'click and collect' service introduced from the Ōtorohanga Library which covered both the Ōtorohanga and Kāwhia communities. Under the service 68 books were sent to the Kāwhia community. The Kāwhia Library was now open for contactless service however this was currently under review. Ms Taylor noted the WIFI figures in the report for Kāwhia were incorrect with the correct figure being 6,578.

In response to a query, Ms Taylor advised of the 40 children who took part in the holiday programme, ten percent were from the Kāwhia area.

Resolved: That the Library Manager's quarterly report be received.

Councillor Jeffries | Board Member Briggs

BOARD MEMBER UPDATES

- Board Member Briggs advised of his involvement during the water supply shortage over the holiday period.

- Board Member Whiu provided history walks over the holiday period to increase knowledge of the area.
- Board Member Good commented on the increasing number of wandering stock. In response to a query, Council's Group Manager Regulatory and Growth advised the SPCA were aware of a particular property. Mr Good thanked Council for the replacement young child swing seat following an incident where a 12 year old needed to be cut out of the swing seat. He also noted the cameras were installed and working at the playground. Mr Good noted several visits were required from the Rescue Helicopter which needed to hover to clear debris from the landing site prior to setting down. He queried if a landing pad needed to be constructed. The site is owned by a family trust rather than Council.
- Councillor Jeffries attended a strategic workshop of Te Taiao o Kāwhia Moana on 10 February and a meeting of the Kawhia Moana Hub on 24 February. Mr Jeffries advised the continuation of seal extensions was discussed at the recent Council meeting and Council reaffirmed its decision to continue with the seal extension programme albeit with a limited budget. He noted Short Street in Kawhia was included for sealing in 2022. Mr Jeffries advised there were minor incidents with Freedom Campers over the holiday period including the lighting of fires in the Tom French Reserve car park.
- Chairperson Walsh commented on the kids jumping off the building at the wharf. They are bringing ladders to assist with climbing onto the roof. This is a health and safety matter. Mr Walsh has received emails wanting extra signage regarding kids crossing installed at Okapu. Council's Group Manager Engineering and Assets indicated no staff opposition and signage could be installed on the unsealed section of Aotea Road as part of other upgrades for safety on Morrison and Aotea roads.
- In response to a query, Councillor Jeffries advised an offer was made by a local resident to provide some new playground equipment. Staff are liaising with the resident to discuss further.
- In response to a request for any projects to be considered for the draft Annual Plan, several members requested increased maintenance for Kaora Track. This popular pedestrian track's harbour views are being restricted by the wattle and privet trees. Likewise, below Kaora Street from the public toilet to the first of the historic Pohutukawa trees is also becoming overgrown from wattle and privet. The entrance to the town has blackberry and ivy which also needs to be removed.
- In response to a query, Council's Strategic Advisor advised a report was being developed on the scope and timing of the proposed Kawhia Community Plan.

There being no further business the meeting was closed at 2.30pm.

CHAIRPERSON'S VERBAL REPORT

The Chairperson, D Walsh will provide a verbal update.

Recommendation

That the Kāwhia Community Board receive the verbal update from the Chairperson, D Walsh.

- 6) Vehicles traveling at 50 km/h have little time to react to their speed with the many driver distractions that include, but are not limited to, the service station activities, pedestrians and the intersection.
- 7) As the Library provides a free Wi-Fi service to residents, children regularly cross the road at the Jervois Street intersection to sit near the Library building to make use of this service. The intersection creates a potential hazard for the children when crossing.
- 8) There have been two recorded crashes in this area since 1999.

CONSIDERATIONS

Significance and Engagement

- 9) The Significance and Engagement Policy considers this change to be of low level significance and does not require consultation or engagement with the wider community. The proposed work will be communicated through the social media platforms available. It is also expected that word will go out through word of mouth.

Policy and Plans

- 10) Staff confirm that the recommendations in this report complies with Council's Policies and Plans.

Legal

- 11) Staff confirm that the recommendations in the report complies with the Council's legal and policy requirements.

Financial

- 12) Funding is available to come from the subsidised Low Cost Low Risk Safety Improvement Account. Estimated costs are in the order of \$18,040.00 for each raised platform including installation, TMP and signs, totalling to an estimated \$54,120.00.

Risks

- 13) Traffic calming measures will reduce the speed of vehicles in this area and reduce the risk of serious harm or deaths from motor vehicle collisions.
- 14) Traffic calming is an acceptable and cost effective method of reducing speed in high-risk areas that has been effectively employed throughout New Zealand. It provides assurance to both drivers and other road users that they can negotiate the area with relative safety with an acceptable level of risk. It is not possible to eliminate the risk of conflict between vehicles and other road users where these share a common space, but it is proven that a lower speed limit results in less harm should an accident occur.
- 15) There is a risk that motorists will not adhere to the platforms and the sign-posted speed required to negotiate them and an accident can occur, however, this is offset by the risk that an accident can occur without the platforms as well.

OPTIONS ANALYSIS

- 16) Building raised pedestrian platforms at the intersection of Pouewe Street and Jervois Street as detailed in Figure 1 below.

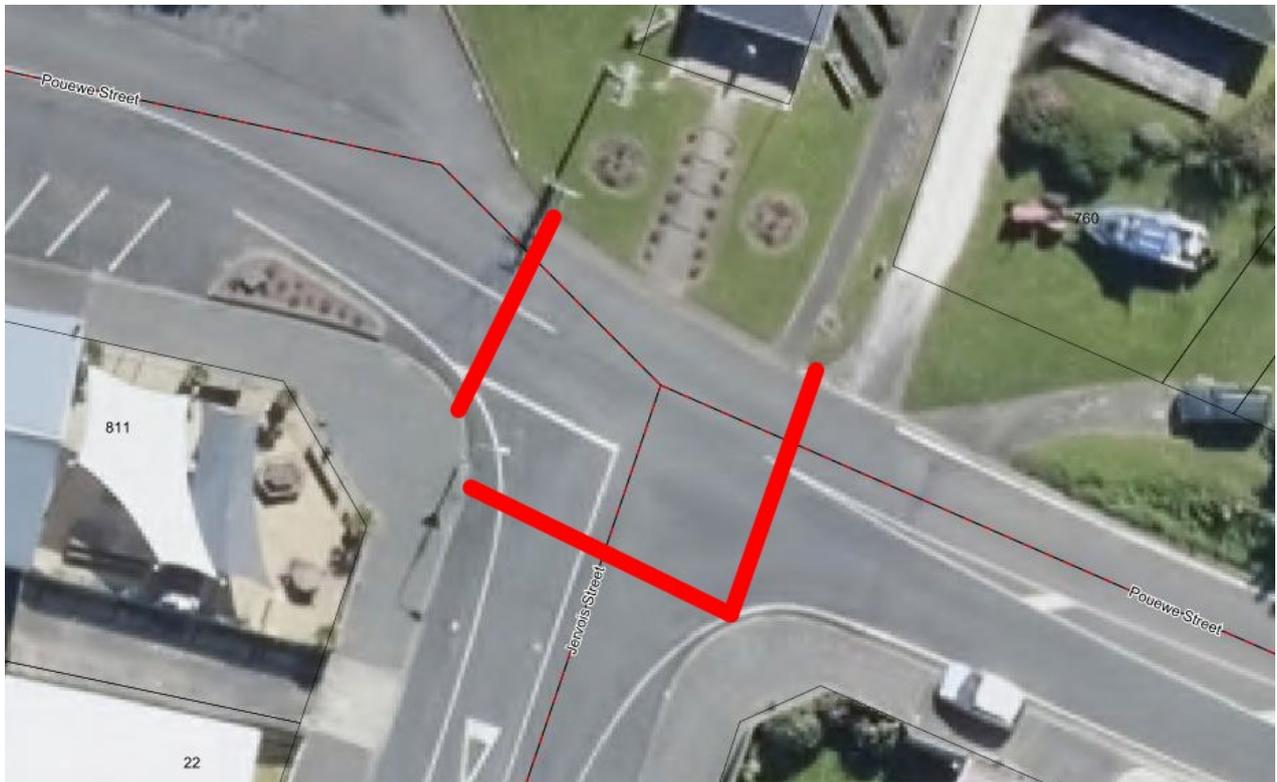


Figure 1: Aerial view showing proposed locations of raised pedestrian platforms at the Jervois Street and Pouewe Street intersection

- 17) The proposed pedestrian platforms will be constructed for both durability and aesthetics and will comply with the standards for pedestrian platforms by being between 75 to 100 mm high and at least 2 meters wide with 1 meter wide ramps leading up to the platform from either side, totalling approximately 4 m in length. The crossings will have painted yellow hatching to promote visibility with “hump” and 25 km/h advisory speed limit signs installed to warn motorists.
- 18) **Figure 2** (below) shows a similar design to the one proposed for the Pouewe Street and Jervois Street intersection, although each design is bespoke and may vary. The installation will not be an official pedestrian crossing, but be a traffic calming device. The median islands will also not be installed.



Figure 2: Typical raised pedestrian platform

19) Constructing each of the traffic calming devices is estimated to be the following:

Materials	\$4,500.00
Labour	\$4,680.00
Plant	\$1,440.00
Supervision	\$1,560.00
Traffic Management	\$3,360.00
Marking	\$2,500.00
Total:	\$18,040.00

This equates to an estimated total cost of \$54,120.00 excluding GST. Funding is available from the Low Cost Low Risk Safety Improvement Account that is subsidised by Waka Kotahi.

Option one: To support the installation of raised pedestrian platforms at the Jervois Street and Pouewe Street intersection

20) This option is in alignment with the discussion following the Kāwhia Community Board meeting held on 25 February 2022.

Option two: To not support the proposed safety improvements and retain the status quo

21) This option would not address the safety concerns raised during the Community Board meeting, held on 25 February 2022.

PREFERRED OPTION

22) The preferred option is Option 1 to install raised pedestrian platforms at the Jervois and Pouewe streets intersection to control speeds and reduce the risk to pedestrians, especially children, and motorists.

Andreas Senger

ROADING MANAGER

ITEM 72: PLANNING REPORT FOR OCTOBER 2021 TO DECEMBER 2021
TO: CHAIR AND BOARD MEMBERS OF KĀWHIA COMMUNITY BOARD
FROM: GROUP MANAGER REGULATORY AND GROWTH
DATE: 25 MARCH 2022

Relevant Community Outcomes

Progressive Ōtorohanga District
Prosperous Ōtorohanga District
Thriving Ōtorohanga District



PURPOSE

The purpose of this report is provide an update on resource consents granted under Delegated Authority for the period 1 October 2021 to 31 December 2021.

RECOMMENDATION

It is recommended that:

The Kāwhia Community Board receive the 'Planning report for October 2021 to December 2021' report from Andrew Loe, Group Manager Regulatory and Growth.

DISCUSSION

1. During this period 27 consents (7 Land Use, 9 Permitted Boundary Activities and 11Subdivision) were granted under delegated authority as set out in the table below. These approvals compare with 33 consents (6 Land Use, 6 Permitted Boundary Activities and 8 Subdivision) granted during the same time in 2020.

Decisions by Ward – October to December 2021

	Land Use	Boundary Activity	Subdivision
Wharepūhanga	1	0	0
Kio Kio Korakonui	1	5	1
Waipā	0	0	3
Ōtorohanga	2	0	0
Kāwhia Tihiroa	3	4	7
Total	7	9	11

Andrew Loe

GROUP MANAGER REGULATORY AND GROWTH

ITEM 73: ANIMAL CONTROL OFFICER'S REPORT FOR OCTOBER 2021 TO DECEMBER 2021

TO: CHAIR AND BOARD MEMBERS OF KĀWHIA COMMUNITY BOARD

FROM: GROUP MANAGER REGULATORY AND GROWTH

DATE: 25 MARCH 2022

Relevant Community Outcomes

Liveable Ōtorohanga District

Responsible Ōtorohanga District

Sustainable Ōtorohanga District



PURPOSE

The purpose of this report is provide an update on dog and animal control activities for the period 1 October 2021 to 31 December 2021.

RECOMMENDATION

It is recommended that Council:

The Kāwhia Community Board receive the 'Animal control officer's report for October 2021 to December 2021' report from Andrew Loe, Group Manager Regulatory and Growth.

DISCUSSION

1. COVID-19 Response. During this phase of the Covid-19 Response our Animal Control Officer has been instructed to minimise property visits to essential and urgent callouts. Nevertheless there has been a steady stream of incidents demanding his attendance including roaming dogs, animal welfare, dogs worrying stock and dogs attacks.
2. In December there was a ram raid on the Council Pound in Otewa Road resulting in the release of two dogs. These dogs have not been sighted since the incident and this matter is currently in the hands of the Police. The Pound has been secured and a building contractor has been engaged to repair the damage.

	Oct	Nov	Dec
1. No. of Registration Notices issued	0	2	0
2. No. of Property visits for Registration Checks - Rural	0	0	0
3. No. of Property visits for Registration Checks – Urban	0	4	0
4. No. of Property visits for SOS	0	0	0
5. No. of Property visits for Two Dog Permit	0	0	0
6. No. of Complaints – Dogs Actioned	16	15	11
7. No. of Complaints – Stock Actioned	2	2	3
8. No. of Street Patrols Night – Otorohanga	4	4	4

	Oct	Nov	Dec
9. No. of Street Patrols Day – Otorohanga/Kāwhia	15	15	16
10. No. of Enquiries – Registration/Dog Control/General	16	15	7
11. No. of Dogs Impounded	3	4	8
12. No. of Stock Impounded	1	0	0
13. No. of Written and Verbal Warnings	7	2	6
14. No. of Infringement Notices Issued	0	0	4
15. No. of Verbal Warnings – Dog Control	3	3	3

Andrew Loe

GROUP MANAGER REGULATORY AND GROWTH

ITEM 74: CHANGE OF MEETING DATES FOR 2022

TO: CHAIR AND MEMBERS OF KĀWHIA COMMUNITY BOARD

FROM: MANAGER GOVERNANCE

DATE: 25 MARCH 2022

Relevant Community Outcomes

Engaged Ōtorohanga District
Connected Ōtorohanga District
Empowered Ōtorohanga District



PURPOSE

The purpose of this report is to seek a resolution from the Kāwhia Community Board to confirm the meeting schedule for 2022.

EXECUTIVE SUMMARY

- 1 In December 2021, the Board confirmed a schedule of meetings for 2022. The meeting scheduled for 22 April is the Friday of ANZAC weekend. To ensure Board Members are available, it is proposed to hold the Board meeting on Friday, 26 April 2022.
- 2 The Te Pire mō te Hararei Tūmatanui o te Kāhui o Matariki/Te Kāhui o Matariki Public Holiday Bill is currently in its second reading. The purpose of this bill is to establish an annual public holiday to acknowledge Matariki. This bill sets the dates for the Matariki public holiday from 2022 to 2052, and 24 June is anticipated to be the first public holiday. It is proposed to hold the Board meeting on Thursday, 23 June 2022 instead of 24 June as currently scheduled.
- 3 The confirmed meeting schedule also contained meeting dates for October, November and December 2022. Due to the Local Government Elections being held on 8 October 2022 it is proposed to exclude those dates from the meeting schedule. At the September meeting, staff will provide a report enabling the outgoing Board to recommend a date and time to the incoming Board. Following the election, the Chief Executive will notify the incoming Board of their first meeting.

RECOMMENDATION

That Council:

- a **RECEIVE** the 'Change of meeting dates for 2022' report from Kaia King, Manager Governance is accepted; and
- b **CONFIRM**, in accordance with clause 19 (6) Schedule 7, LGA 2002, the meeting schedule for 2022 as follows:

Ordinary meeting	29 April
Ordinary meeting	27 May
Ordinary meeting	23 June
Ordinary meeting	22 July
Ordinary meeting	26 August
Ordinary meeting	23 September

Kaia King

MANAGER GOVERNANCE

BOARD MEMBERS' UPDATE

All Board Members will be invited by the Chairperson to provide a verbal update to the meeting.

Recommendation

That the Kāwhia Community Board receive the verbal updates provided by Board Members.