



Otorohanga District Council

# MINUTES

24 October 2017

10.00am

**Members of the Otorohanga District Council**

Mr M Baxter (Mayor)  
Mrs K Christison  
Mr R Johnson  
Mrs RA Klos  
Mr P McConnell  
Mr K Phillips  
Mrs D Pilkington (Deputy Mayor)  
Mrs A Williams

Meeting Secretary: Mr CA Tutty (Governance Supervisor)

# OTOROHANGA DISTRICT COUNCIL

24 October 2017

The minutes of the Meeting of the Otorohanga District Council held in the Council Chambers, 17 Maniapoto Street, Otorohanga on Tuesday 24 October 2017 commencing at 10am.

## MINUTES

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## **PRESENT**

Mr MM Baxter (Mayor), DM Pilkington (Deputy Mayor), Crs, RA Klos, RM Johnson, K Christison, P McConnell, AJ Williams, KC Phillips

## **IN ATTENDANCE**

Messrs DC Clibbery (Chief Executive), R Brady (Engineering Manager), GD Bunn (Finance & Administration Manager), B O'Callaghan (District Accountant), CA Tutty (Governance Supervisor) and Ms Trish Ambury (Land Management Officer)

His Worship declared the meeting open and welcomed those present.

## **OPENING PRAYER**

Councillor Pilkington read the Opening Prayer

## **PUBLIC FORUM (30 MINUTES)**

No members of the public were present.

## **ITEMS TO BE CONSIDERED IN GENERAL BUSINESS**

**Resolved** that the Senior Engineering Assistant's Report on an application received from Club Targa Inc for various road closures within the Otorohanga District, to enable the Club Targa Inc to hold the Targa New Zealand Event 2017 be considered in General Business which may require a resolution.

### **His Worship / Cr Pilkington**

## **CONFIRMATION OF MINUTES – OTOROHANGA DISTRICT COUNCIL – 19 SEPTEMBER 2017**

**Resolved** that the Minutes of the meeting of the Otorohanga District Council held on 19 September 2017 as circulated be approved as a true and correct record of that meeting and the resolutions contained therein be adopted.

### **Cr Pilkington / Cr Phillips**

## **MATTERS ARISING**

Councillor Pilkington referred to page two, in particular the fourth paragraph from the bottom of the page and requested that the wording 'West Coast Catchment' be corrected to read 'West Coast Zone Committee'.

Councillor Pilkington referred to the item on the Southern Waikato Economic Development Action Plan and reported that she has given the Chair of the Otorohanga District Development Board contact details of Mr Harvey Brooks, Programme Manager for Waikato Means Business.

Councillor Pilkington referred to page five and requested that the incorrect spelling of Kaora track be corrected.

Councillor Pilkington referred to the final item on page 7 – Regional Speech Finals and advised that this was in respect of the Full Primary School Speech Competition involving year7 and 8 students.

## **DECLARATION OF INTEREST**

His Worship asked members whether they were aware of any circumstances where they could stand to make personal and/monitory gains in any particular matter to be discussed at this meeting.

Councillor Johnson, being a Trustee of the Otorohanga District and Community Charitable Trust declared an interest in Item 113, Proposed Reclassification of Reserve Land.

## **ITEM 112 DISTRICT LIBRARIANS REPORT**

The District Librarian attended the meeting and presented her quarterly report for July to September 2017.

The District Librarian reported that the Library Staff are attempting to create a 'Reading Community' and in this regard wish to encourage people back to reading print books.

His Worship expressed the opinion it was pleasing to see the new Library assistant Molly McGrath adding a new dimension to the activities of the Library.

Councillor Klos queried whether the King Country Writers Group are still using the Library facility.

The District Librarian replied no, they are now meeting in the Wintec building.

Councillor Klos asked whether the Library actively promotes local writers.

The District Librarian reported on a function held recently and advised that a new group of writers are feeling their way.

Councillor Klos reported that there is a number of very successful writers within the District.

Councillor Klos then queried whether the Library has any members of the public there all day.

The District Librarian replied that they do not have any homeless people spending the day in the Library however, as long as the person was not causing any problems for staff and users of the Library then they are welcome to stay.

She further advised that due to restricted floor space the Library is limited as to the other activities it can incorporate.

Councillor Williams referred to the data based figures provided in the report and queried how accurately are these managed.

The District Librarian replied that the figures for membership may be three years previous.

His Worship thanked the District Librarian for her comprehensive report.

**Resolved** that the District Librarians quarterly report for July to September 2017 be received.

### **Cr Klos / Cr Johnson**

#### **STAFFING MATTER**

The Engineering Manager introduced Ms Alexandra Riddleston-Barrett to members. He advised that she is searching for a career in engineering and has commenced employment with Council as an Engineering Cadet. The Engineering Manager advised that she has been a great help to him over the past couple of weeks.

His Worship welcomed Ms Riddleston-Barrett to Council.

## **ITEM 118 DELOITTE ANNUAL REPORT DISCUSSION**

Mr Bruno Dente, partner from Deloitte spoke to members on the findings of the audit of the Annual Report to 30 June 2017. He thanked Councils Finance and Administration Manager Graham Bunn and the District Accountant Brendan O'Callaghan for their assistance to his staff during the audit.

Mr Dente outlined the areas of focus and audit findings being:

-Rates – no issues came to their attention regarding rates and compliance with the Local Government Rating Act 2002

It was noted that the overall responsibility for the compliance of rates rests with Council.

-Infrastructure Assets – as part of the audit there were no significant issues identified with the fair value assessment performed in the current year.

-LTP Amendment – Property Development – No transactions had occurred regarding the LTP amendment in the 2016/17 financial year meaning no additional work other than that concluded on the LTP process was required.

-Public Sector Specific Procedures - No significant issues were identified during the course of the audit with regard to public sector specific procedures. They did report that some housekeeping matters that will be reported on in the Management Letter.

Mr Dente then referred to other areas of audit being:

The assessment of internal controls, a summary of unadjusted differences and a summary of omitted disclosures assessed by management as not being material. He reported that overall this is a very tidy audit.

His Worship thanked Mr Dente for his presentation and time in attending Council's meeting. He also thanked his staff for their time involved in the audit.

Councillor Johnson raised the matter of the lack of a Council Risk and Finance Committee.

Mr Dente replied that discussion has been held on this matter and advised that should Council wish to form such a Committee then it should ensure it does so properly. Mr Dente suggested that Council engage an independent person who is able to provide guidance on the formation on such a Committee.

Councillor Pilkington queried with the appointment of an independent person, would this person would oversee a 3-4 person Committee of Council or oversee the whole of Council acting as such a Committee.

Mr Dente replied that this person would oversee the whole of Council.

#### **ITEM 113 PROPOSED RECLASSIFICATION OF RESERVE LAND**

The Chief Executive presented his report suggesting that Council resolve to approve the previously proposed reclassification of some Recreation Reserve land off Kakamutu Road.

In reply to Councillor Christison the Chief Executive advised that although Council may not move the former Pipe Band Hall to the area adjacent to the Otorohanga Pool Complex the proposal will leave options open for the future use of this area.

In reply to Councillor McConnell regarding the submission received from Doctor Ross Marshall the Chief Executive replied that he did not believe that Council has done anything inappropriate but he suggested that Dr Marshall will continue to express objection.

Councillor Johnson expressed his opinion that he did not personally stand to make any gain from the proposal however, the Chief Executive advised that as a member of the Otorohanga District and Community Trust there could be a conflict of Interest being part of a body that has certain interests in this matter.

Councillor McConnell expressed the opinion that all members could declare an interest when making decisions for the District/Community however, the people have voted for them to make these decisions on their behalf.

His Worship advised that being a small District there is a lot of cross interest by members however, it is desirable that their interest be noted. His Worship said should it be clear that there is a potential benefit to a particular Group / Committee then the member's interest should be noted.

The Chief Executive suggested that members should have a discussion in a workshop situation to consider where conflicts of interest exist.

**Resolved** that Council approves the Reclassification of Reserve Land off Kakamutu Road as described in the report to Council on 15 August 2017.

#### **His Worship / Cr Christison**

Councillor Johnson did not take part in the discussion or vote on the resolution.

#### **ITEM 114 WAIKATO ECONOMIC DEVELOPMENT PROPOSALS**

The Chief Executive presented a report on potential Council funding towards a Waikato regional economic development entity and associated action plan for the Southern Waikato.

Councillor Klos expressed the opinion that Council spends a significant amount of money towards economic development in the District and felt that this could be utilised to create a position within Council for this purpose.

His Worship advised in that case Council would not receive subsidy from Central Government for this purpose.

Councillor Klos suggested members recognise the wider position in particular that of the Otorohanga District Development Board which receives Council funding.

Councillor Pilkington advised that the Development Board is given funds from Council for this purpose and wondered whether they should be contributing funding to the proposals. She asked whether Council would have to measure or quantify the benefits of the initiatives.

Councillor Phillips said whether with a change in Government would it make any difference to the provision of subsidy.

His Worship replied that it would be detrimental to the Government if it should cease providing subsidy for this purpose.

Councillor Phillips said that should Council want support from Central Government it should be seen as being prepared to work with its neighbours.

Councillor Klos felt that Council must be able to define benefits to the Districts Ratepayers.

**Resolved** that Council is supportive in principle of providing ongoing funding of \$10,000 per annum to a proposed Waikato Regional Economic Development Agency, and possible separate one off funding of a further \$10,000 for support of the proposed Southern Waikato Economic Action Plan.

#### **Cr Pilkington / Cr Christison**

#### **WAIKATO DISTRICT HEALTH BOARD PRESENTATION**

Mr Derek Wright (Interim Chief Executive) and Ms Vicki Aitken (Acting Executive Director for Mental Health and Addiction Services) attended the meeting.

His Worship welcomed the representatives to the meeting.

Mr Wright advised that the Board has a number of Mental Health Services available in the area however, it has no physical base. He said due to the proposed extension to the Waikeria Prison and the effect this will have on the District, the Board has commenced a review of its Model of Care. He said it is envisaged to create hubs with organisations working together to provide both physical and mental health services.

Ms Aitken advised that the Board intends to support the community to manage mental health issues earlier by working closely with its partners and the community as a whole. She said they are seeing an increasing demand on mental health services and wish to build more resilience within the community.

Members were advised that the P drug has become a significant issue and there is a need for this drug to be stopped coming into the Country.

His Worship felt that there is a challenge for the Board in providing the necessary qualified resources to engage with people within the community.

His Worship queried in terms of the health budget would five percent nationally be available for mental health services.

Mr Wright replied that this percentage would be more or less seven percent which is much in line with that around the world.

Councillor Klos asked the following questions –

- 1) How difficult is it to provide services for mental health issues through physical health channels. She said there are no services available and / or skill base in the District for mental health services.
- 2) The role of General Practitioners in the provision of mental health services.
- 3) Where is the Boards Ambulance Service.

Mr Wright replied in regards to the comparison with physical health, the Board attempts to ensure that everyone receives the same services. He said medication enables people with mental illness to live reasonably well within the Community. Mr Wright queried how the Board can get the Community to accept and live with mental health issues. He said it is proposed to hold an open-day with the Community to raise awareness and acceptance of mental health issues. Mr Wright said it is important that these issues are being made visible within the Community.

Mr Wright then referred to the matter of GP's and advised that in training new GP's mental health services are not covered. He said there is therefore a group of GP's who are unable to deal with mental health issues. Mr Wright advised there are training sessions available for GP's covering mental health services, but not all take it.

Mr Wright reported that in a crisis there is no Mental Health Ambulance available. He said the Board does have a crisis line by dialling 111 which will be diverted to the Department of Mental Health Services. He said the Board is not yet able to respond urgently to any particular mental health issue however, often these are not a real crisis situation and there could be someone available within the Community who is able to assist. He said this will be looked at through the review.

Mr Wright said it is necessary to identify the needs of the client and that these get dealt with in an appropriate way. Mr Wright reported that 97.5% of mental health clients never need to go to the Henry Bennett Centre in Hamilton, they are dealt with within the Community.

Councillor Klos reported that people don't know where to go for mental health issues and find it difficult to access mental health services.

Mr Wright asked what is Council doing to assist in this matter. He referred to the proposed open day consisting of mental health 'first aid' information.

Councillor Williams referred to the model of care and asked if there is somebody looking at how the proposed 'silos' will talk to each other.

Mr Wright replied that the Board does have a staffing problem particularly in providing continuity.

Councillor McConnell referred to the youth of the District many of whom are unable to get through the day without needing a smoke or some other type of drug. His Worship said there is a need to convince the parents that there is a problem within their own home.

Councillor Johnson referred to the care of the aged in particular to Beattie Home and reported that this is a difficult facility to run and is currently run on a knife edge. He referred to the implications of an increase in the minimum wage. Councillor Johnson said that the facility relies on District Health Board funding to operate.

Councillor Klos reported that mental health is a District concern not only within the Community. She said there are 'things' that Council could do such as –

- 1- Provide seating within the Community.
- 2- Make better utilisation of the Library.
- 3- Services of the Citizens Advice Centre.

His Worship extended thanks to Mr Wright and Ms Aitken for their presentation. He said the main issue is to raise awareness of Mental Health Services and to bring these to the surface. His Worship said it is necessary for the Board and Council to work together.

## **ITEM 115 INVESTMENT POLICY**

The Finance and Administration Manager summarised his report on the requirement under the Local Government Act that Council must adopt an Investment Policy which it must review at a least once every six years.

Councillor Klos felt that the policy should contain reference to Council being 'ethical' in considering its investments. She said there is potential for Council to get excited about the investment market however, a huge amount of money could be lost if the wrong decision is made.

The Finance and Administration Manager replied that Council's investments are mainly only for the short term.

The Chief Executive felt that the policy is appropriate for the current circumstances of Council as it does not have a substantial amount of money to be invested.

Councillor Pilkington queried how Council would define 'ethical'

**Resolved** that the Finance and Administration Manager's report be received and that the Investment Policy be adopted.

### **His Worship / Cr Phillips**

Ms Trish Ambury left the meeting at 12.03pm

## **ITEM 116 LIABILITY MANAGEMENT POLICY**

The Finance and Administration Manager summarised his report on the requirement under the Local Government Act that Council must adopt the Liability Management Policy which it must review at least once every six years.

**Resolved** that the Finance and Administration Managers report be received and that the Liability Management Policy be adopted with the deletion of 'interest rate swaps'.

### **Cr Pilkington / Cr Phillips**

## **ITEM 119 APPOINTMENT OF THE INDEPENDENT COMMISSIONERS FOR HAPPY VALLEY MILK CONSENT HEARING**

Councils Environmental Services Manager Andrew Loe attended the meeting and presented a report informing members that Happy Valley Milk Ltd lodged a resource consent application to establish, construct and operate a dry milk powder plant on a site northwest of Otorohanga on the corner of Redlands Road and Kawhia Road (State Highway 31 / State Highway 39). He said the application is set to be heard before two independent planning commissioners on 22<sup>nd</sup> and 23<sup>rd</sup> November 2017.

**Resolved** that Pursuant to Section 34A of the Resource Management Act 1991 independent commissioners Phil Mitchell and Alan Withy be appointed as Hearing Commissioners for the purposes of hearing and making a decision on the resource consent application of Happy Valley Milk Ltd as detailed below. This delegation includes hearing and considering the submissions lodged on the resource consent application and dealing with any procedural issues prior to delivering the decision on the resource consent.

### **His Worship / Cr Johnson**

## **ITEM 120 MATTERS REFERRED – 19 SEPTEMBER 2017**

The Governance Supervisor took members through Matters Referred.

### **Otorohanga District Development Board**

The Chief Executive reported that he is still waiting on feedback from the Board to finalise a new Service Agreement.

### **Waipa River Walking Track**

The Engineering Manager requested that this Item dated 20 June 2017 be deleted as it has been superseded.

## **GENERAL**

### **Councillor Pilkington**

Councillor Pilkington reported on the following items –

- Meeting with the Chinese Consulate which she found very interesting.
- AGM and meeting of the Otorohanga District Development Board postponed until Tuesday 31 October 2017
- Kawhia Art Groups very successful Spring Fling event held over Labour weekend.
- The resignation of the Aotea Subdivision of the Kawhia Community Board representative Ms Annette Gane.

### **Councillor Christison**

Councillor Christison highlighted the following items -

- Food Drive for Christmas – The collection will point be at the Council Reception.
- Congratulations to Countdown for phasing out the use of plastic bags.
- Be Collective - Youth creating employment opportunity.

### **Councillor Williams**

-Councillor Williams reported that she has been networking and accompanying the Deputy Mayor at events whilst his Worship has been unavailable.

### **Councillor Phillips**

-Councillor Phillips reported on his attendance at a recent Water Treatment Plant Compliance workshop. He said he found this very interesting however, the (Health and Drinking Water) amendment Act 2007 has not yet been given full effect. He said however, there will be a cost to Council when this is.

The Chief Executive reported that the legislation is there right now however, it depends on how rigorously this is enforced.

Councillor Phillips and Councillor Christison expressed their concern in receiving a late invitation to the Mayoral Graduation.

Councillor Phillips outlined his discussions as a farmer, with the Waipa River Coordinator of the Waikato Regional Council regarding the clearing of Willows. He said the damage the work has caused to the banks is of concern.

Councillor Pilkington advised that this matter should come up for discussion at a Waipa Water Catchment Committee Meeting.

### **Councillor Klos**

-Councillor Klos referred to the fencing of streams and advised that the banks become soft and when there is excessive rain these are washed away.

-Councillor Klos expressed the opinion that she would like to see the Otorohanga District "Mental Health Friendly".

-She also requested that the provision of low cost housing be placed on Matters Referred for consideration by Council.

-Councillor Klos referred to a small housing settlement established on Ngahape Road and reported how appealing this is. She said there are other options available for the provision of low cost housing.

The Environmental Services Manager advised that this settlement took a long time to be fully occupied.

-Councillor Klos reported that residents on Newman Road are very unhappy regarding the condition of the road and feel they are not receiving their share of Councils rates.

-Councillor Klos referred to Reports and Minutes of the Otorohanga District Development Board and felt that these should be presented to Council at least on a six monthly basis.

-Councillor Klos advised that she attended the recent Arohena Calf Club Day and reported that things are not easy at Arohena.

### **Councillor Johnson**

-Councillor Johnson informed members of the AGM of Beattie Home to be held at 7pm on 16 November 2017. He reported that the facility is operating very well with a strong management team and excellent staff.

-Councillor Johnson informed members that the management team is still looking at options to expand the facility and therefore are studying other homes. He said the home is currently fully occupied.

-Councillor Johnson reported that he is getting more skilled as a member of the District Licensing Committee which he has found to be reasonably challenging.

### **Finance and Administration Manager**

The Finance and Administration Manager informed members of the proposed Otorohanga District Sport Awards which will be held in conjunction with The Lines Company. He said Sport Waikato has opted not to come on board this year.

The Finance and Administration Manager advised that the event will be held at the Otorohanga Club on Wednesday 15 November 2017. He said nominations close this Friday and that tickets are available at a cost of \$10 per person.

### **His Worship**

His Worship referred to the recent Mayoral Graduation Ceremony and apologised for the lateness of the invites. He said however, this was a great night and next year will be even better.

## ITEM 117 ANNUAL REPORT TO 30 JUNE 2017

The District Accountant summarised the Annual Report for the year ended 30 June 2017 and asked members if they have any questions in respect to the document.

Councillor Pilkington referred to Rural Fire Control and queried the situation now that this has been taken over by FENZ.

The Chief Executive reported that Mr Ron Davis will be contracted to FENZ however, Council will continue to be a point of contact on behalf of FENZ.

Councillor Pilkington also queried issues relating to the Otorohanga Pool complex, Otorohanga Security Contract, Otorohanga District Development Board and opportunities for Maori to contribute to Council's decision making processes.

The Finance and Administration Manager extended his thanks to the District Accountant for his hard work and input into the preparation to the Annual Report. He said Council relies hugely on his knowledge and skills in this area.

His Worship also acknowledged the work undertaken by him.

## ITEM 121 CLUB TARGA INC

The Engineering Manager presented the Senior Engineering Assistant's report on an application received from Club Targa Inc for various road closures within the Otorohanga District, to enable the Club Targa Inc to hold the Targa New Zealand Event 217. He said this application was not submitted initially as there was a misunderstanding through it covering both the Waitomo and Otorohanga Districts.

**Resolved** that Targa New Zealand be granted the following closure-

**Purpose:** Targa New Zealand Event 2017

**Dates:** Wednesday 25 October 2017 & Thursday 26 October 2017

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Date: Wednesday 25 October 2017 Stage 13: Otewa – 44.71km

Time of Closure: 1000-1630hrs

Start: On Sircombe Road at intersection with Rangiatea Road

- Left into Lurman Road
- Right into Paewhenua Road
- Right into Maihihi Road
- Right into Tauraroa Valley Road
- Right into Otewa Road
- Past Waimahora Road
- Left into Barber Road
- Left into Rangitoto Road
- Past Tahaia Bush Road
- Past Thompson Road (no exit)
- Past Pururu West Road (no exit)
- Past Pururu East Road (no exit)
- Past Ngapeke Road
- Finish: On Rangitoto Road at intersection with Ahoroa Road

**Note:** To assist with the stage security, the closure is also to include 50 metres of *EACH* adjoining road, from where it intersects within this road closure.

With the following conditions imposed:

1. Emergency Services have complete rite of passage at all times.

2. Club Targa Inc, is to pay an application fee of \$400.00 towards the administration of the road closure to Otorohanga District Council.
3. Club Targa Inc, is to pay for all advertising costs to the appropriate newspapers. Public notice advertisements are to be published in the Waitomo News.
4. Club Targa Inc, is responsible for obtaining public liability insurance (and paying the cost thereof) to a minimum value of \$2,000,000. This is required to indemnify Council against any damage to the property or persons as a result of rally activities during the road closure period.
5. Club Targa Inc, is to comply with the objection provisions contained in the Transport (Vehicular Traffic Road Closure) Regulations 1965.
6. Club Targa Inc, is to liaise, and provide evidence of liaison with all operators and businesses that may be affected by the road closures.
7. Club Targa Inc, is to consult with all residents of all properties on the roads intending to be closed and also the residents on roads connecting with roads intending to be closed, including any, no exit roads. Two mail drops to residents are to be carried out. All initial mail drops to residents are to be approved by Council staff before distribution commences. The subsequent mail drop is to be completed no later than ten full days before the proposed closures.
8. Club Targa Inc, is solely responsible for signposting and policing of the roads to be closed, to ensure that only vehicles connected with the event have access to the road closure areas. This includes arranging the delivery, erection and staffing of all road closure barriers and the removal thereof after closures. All gates and entranceways are to be taped and to ensure its removal thereafter.
9. Signs advising of the road closures are to be erected, at the start and end of the closed portions of the roads and on each intersecting road two weeks prior to the road closure. All signs are to be removed immediately after the closure. A Hamilton Car Club representative is to meet with Council Engineering staff regarding the required signs format, size, location and quantity of signs for approval before they are manufactured and erected.

#### **Cr Williams / His Worship**

#### **OTOROHANGA COMMUNITY BOARD MINUTES - 28 SEPTEMBER 2017**

**Resolved** that the Minutes of a meeting of the Otorohanga Community Board held on 28 September 2017 be received.

#### **Cr McConnell / Cr Christison**

#### **OTOROHANGA DISTRICT COUNCIL – CONFIDENTIAL MINUTES – 19 SEPTEMBER 2017**

Resolved that the confidential minutes of the Otorohanga District Council held on 19 September 2017 be received and the recommendations contained therein adopted.

#### **Cr Johnson / Cr Christison**

#### **OTOROHANGA STOPBANKS**

Councillor Phillips referred to the suggestion of reducing the grazing of stock on the stopbanks over the winter months.

The Chief Executive advised that Council owns the Stop Banks and administers these on a shared cost basis with the Waikato Regional Council. He said the WRC expect to be involved with the maintenance of these.

## **ENGINEERING MATTER**

The Engineering Manager informed members of a delay in the upgrade of a section of Mangarongo Road and reported that letters of the proposed delay in work will be sent out to the property owners concerned.

## **MEETING CLOSURE**

The meeting closed at 1.57pm.