



Otorohanga

District Council

*Otorohanga - where kiwi can fly
A dynamic, inclusive and unique district*

Otorohanga Community Board

AGENDA

7 JULY 2022

4.00pm

Members of the Otorohanga Community Board

Board Member N Gadd (Chair)
Board Member K Merrin-Brown
Board Member P Coventry

Councillor K Christison
Councillor R Dow

For all meeting queries, please contact Council's Manager Governance (governance@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.

Notice is hereby given that an ordinary meeting of the Ōtorohanga Community Board will be held in the St David’s Community Hall, corner of Ranfurly & Turongo Streets, Ōtorohanga on Thursday, 7 July 2022 commencing at 4.00pm.

Tanya Winter
CHIEF EXECUTIVE

4 July 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, an apology had been received from Councillor Dow.

That the Ōtorohanga Community Board receive and accept the apology for nonattendance from Councillor R Dow.

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.

CONFIRMATION OF ORDER OF MEETING

Should the Board resolve to discuss a late item, the following recommendation is made:

That Ōtorohanga Community Board confirm the order of the meeting as indicated in the agenda with the late item xxx to be heard ...

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 Ōtorohanga Community Board receive the declaration of a conflict of interest from ... 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 Manager Governance (governance@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 – ŌTOROHANGA COMMUNITY BOARD

The unconfirmed minutes of the Board meeting held on 3 June 2022 are attached on the following page.

Recommendation

That the open minutes of the Ōtorohanga Community Board meeting held on 3 June 2022, having been circulated, be taken as read and confirmed as a true and correct record of that meeting.



Ōtorohanga

District Council

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Ōtorohanga Community Board

MINUTES

3 JUNE 2022

4pm

Members of the Ōtorohanga Community Board

Board Member N Gadd (Chair)
Board Member K Brown-Merrin
Board Member P Coventry

Councillor K Christison
Councillor R Dow

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

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Ōtorohanga Community Board

Minutes of an ordinary meeting of the Ōtorohanga Community Board held in the St David's Community Hall, corner of Ranfurly & Turongo Streets, Ōtorohanga on Thursday, 2 June 2022 commencing at 4.02pm.

Tanya Winter
CHIEF EXECUTIVE

14 June 2022

ORDER OF BUSINESS

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ITEM 88: METERED WATER CHARGING RATES FOR 2022/23	0
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PRESENT

Present: Chairperson N Gadd, Board Members P Coventry and Councillors K Christison and R Dow.

Via Zoom: K Brown-Merrin.

IN ATTENDANCE

A Loe (Group Manager Regulatory & Growth), B O'Callaghan (Finance Manager), R McNeil (Chief Advisor), N Gower (Group Manager Strategy & Community), and K King (Manager Governance).

APOLOGIES

No apologies were received.

DECLARATION OF CONFLICTS OF INTEREST

No conflicts were declared.

PUBLIC FORUM

No members of the public requested to be heard.

CONFIRMATION OF MINUTES — 5 MAY 2022

RESOLVED: That the open minutes of the Ōtorohanga Community Board meeting held on 5 May 2022, having been circulated, be taken as read and confirmed as a true and correct record of that meeting.

Councillor Dow | Board Member Coventry

CHAIRPERSON'S VERBAL REPORT

The Chairperson, N Gadd had visited community organisations and noted some people were struggling. He also noted the excess used furniture from Council's renovation cleanout had been gratefully received by community groups and commented overall on people helping other people in the community.

Mr Gadd noted the Milkbar had been broken into for the third time in three months and thanked the community members who provided assistance in the aftermath.

RESOLVED: That the Ōtorohanga Community Board receive the verbal update from Chairperson, N Gadd.

Board Member Coventry | Councillor Christison

ITEM 88: METERED WATER CHARGING RATES FOR 2022/23

Council's Finance Manager, B O'Callaghan took the report as read and responded to a query on capital works depreciation costs for newer assets. He commented rising costs such as chemicals but noted electricity was currently locked into a contract so had not risen. He also noted the Board had determined as part of the Long Term Plan process to reduce the Ōtorohanga water account deficit over a five year period. Members discussed the options and the likely impact on larger families and pensioners.

RESOLVED: That the Ōtorohanga Community Board recommend that Council sets the water charges for the Ōtorohanga community for the 2022/23 financial year at:

- \$171 (plus GST) fixed charge per meter
- \$1.71 (plus GST) per cubic metre of water consumed.

Councillor Christison | Board Member Coventry

ITEM 89: ŌTOROHANGA TOWN CONCEPT PLAN – PROJECT UPDATE

Council's Chief Advisor, R McNeil referred to his report noting the project was transitioning from the first phase into development of the draft Plan. He commented on feedback received from the public noting 62 responses were received from the online survey in addition to the outcomes of the stakeholder meetings.

Mr McNeil advised a further engagement phase would commence on 13 June. This phase would include reporting back to the stakeholder groups with all feedback received via key themes and issues raised. The final draft town concept plan would be reviewed by the Board and Council in July and approved for formal consultation. Following the formal consultation period, a joint hearing would be held to hear and consider submissions. The town concept plan and associated action plan are expected to be adopted before the local government election on 8 October.

RESOLVED: That the Ōtorohanga Community Board receive the report titled 'Ōtorohanga town concept plan – project update' from Ross McNeil, Chief Advisor.

Councillor Christison | Councillor Dow

BOARD MEMBERS' UPDATE

- Councillor Christison advised the planned Ngā Roopu o Matariki ki Ōtorohanga – Matariki Festival Event received funding from the Creative Communities Scheme Committee. The event will proceed on Friday, 24 June.
- Board Member Merrin-Brown had attended a meeting of iSites throughout the Waikato. She noted work is being undertaken to encourage tourists back to the Ōtorohanga and Waitomo districts.
- Councillor Dow noticed the Welcome to Ōtorohanga sign by the Ōtorohanga Cemetery wasn't clearly visible at night.

There being no further business, the meeting closed at 4.19pm.

CHAIRPERSON'S VERBAL REPORT

Chairperson, N Gadd will provide a verbal update.

Recommendation

That Ōtorohanga Community Board receive the verbal update from Chairperson Gadd.

ITEM 90: ŌTOROHANGA TOWN CONCEPT PLAN – PROJECT UPDATE

TO: THE CHAIR AND MEMBERS OF THE ŌTOROHANGA COMMUNITY BOARD

FROM: CHIEF ADVISOR

DATE: 7 JULY 2022

Relevant Community Outcomes

Engaged

Vibrant

Thriving



1 PURPOSE

1.1 To provide an update on the Ōtorohanga Town Concept Plan project.

2 EXECUTIVE SUMMARY

2.1 In June, another round of community engagement was undertaken, which included further stakeholder and community sessions. The focus of this engagement phase was sharing how the assessments/investigations undertaken by the Consultant team and the feedback from earlier engagement phases had been translated into constraints, challenges, and opportunities, which in turn were reflected as an exploration of options for key moves and actions (i.e., the proposed direction for the draft Town Concept Plan).

3 STAFF RECOMMENDATION

That Ōtorohanga District Council receive the report titled ‘Ōtorohanga town concept plan – project update’ (document number 635883) from Ross McNeil, Chief Advisor.

4 DISCUSSION

Project update

4.1 The proposals/options presented during the June engagement phase encompassed:

- An open space and ecological network
- A growth and development strategy
- Managing heavy vehicles through Ōtorohanga

- Circulation and streetscape in the Town Centre
 - A Town Centre framework plan
- 4.2 The feedback on these proposals/options is shaping the content and direction of the Draft Town Concept Plan, which is due to be finalised in mid-July.
- 4.3 Once finalised, the draft Town Concept Plan will be available for community/stakeholder (public) feedback during July and August (as signalled in the programme below).

Project programme



- 4.4 Referring to the Project Programme, the key project dates for July/August are:
- 19 July: Ōtorohanga District Council considers the proposed draft Town Concept Plan and approves its release for public feedback (subject to any changes).
 - 25 July – 15 August: The draft Town Concept Plan is open for public feedback.
 - 3 – 5 August: Targeted stakeholder sessions are conducted (following the same format as previously).
 - 6 August: Community (public) drop-in session held.
 - 15 August: Feedback/Submission period closes.
 - 29 August: Joint Ōtorohanga Community Board/Council meeting to hear and consider all feedback/submissions received on the draft Town Concept Plan.
- 4.5 8 September: Ōtorohanga Community Board consider proposed Town Concept Plan (as amended from the consideration of feedback) and recommends (with/without changes) the Plan for Council adoption.
- 20 September: Council adopts the Town Concept Plan.
 - 30 September (no later than): Confirmed Town Concept Plan and associated information finalised and publicly available.

- 3.5 It is important that the entire Ōtorohanga community is fully aware of the draft Town Concept Plan and as many people as possible take the opportunity to share their views on the proposed Plan. To this end, an extensive local public awareness campaign is planned, which will include the delivery of a newsletter/info sheet to every household and business, public notices, posters/prompts for use in local businesses, social media promotion and Council's website.

Ross McNeil
CHIEF ADVISOR

BOARD MEMBER UPDATES

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

Recommendation

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