



Otorohanga

District Council

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

OPEN MINUTES

ŌTOROHANGA DISTRICT COUNCIL

19 JULY 2022

Members of the Ōtorohanga District Council

His Worship the Mayor, MM Baxter

Deputy Mayor, R Johnson

Councillor K Christison

Councillor B Ferguson

Councillor K Jeffries

Councillor R Dow

Councillor RA Klos

Councillor A Williams

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

Open minutes of an ordinary meeting of the Ōtorohanga District Council held in the Council Chambers, Ōtorohanga District Council, 17 Maniapoto Street, Otorohanga on Tuesday, 19 July 2022 commencing at 10.03am.

Tanya Winter

CHIEF EXECUTIVE

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PRESENT

His Worship the Mayor M Baxter and councillors A Williams, B Ferguson, K Christison, R Dow, K Jeffries, and R Klos.

IN ATTENDANCE

T Winter (Chief Executive), N Gower (Group Manager Strategy & Community), G Bunn (Group Manager Business Enablement), A Loe (Group Manager Regulatory & Growth), M Lewis (Group Manager Engineering & Assets), B O’Callaghan (Manager Finance), and K King (Manager Governance).

Partial attendance: P Saunders (Building Control Manager) (item 256), G Marshall (Consultant – Resilio) (item 257) and Jo Russell (Ōtorohanga Kiwi House) (item 268).

COMMENCEMENT OF MEETING

His Worship the Mayor, M Baxter declared the meeting open at 10.03am.

APOLOGIES

There were no apologies.

REFLECTION / PRAYER / WORDS OF WISDOM

Councillor Ferguson provided these words of wisdom:

Once you carry your own water, you will learn the value of every drop.

African Proverb

There are only two days in the year that nothing can be done.

One is called Yesterday and the other is called Tomorrow.

Today is the right day to Love, Believe, Do and mostly Live.

Dalai Lama

Don’t blame a clown for acting like a clown. Ask yourself why you keep going to the circus.

Dan Nielsen

LATE ITEMS

There were no late items.

CONFIRMATION OF ORDER OF MEETING

No changes were made to the order on the agenda.

DECLARATION OF CONFLICTS OF INTEREST

No declarations were made.

PUBLIC FORUM

No members of the public had requested to be heard.

CONFIRMATION OF MINUTES – ŌTOROHANGA DISTRICT COUNCIL

RESOLVED: That the open minutes of the Ōtorohanga District Council meeting held on 21 June 2022, having been circulated, be taken as read and confirmed as a true and correct record of that meeting.

Councillor Ferguson | Councillor Dow

Matters arising: Councillor Johnson sought a correction to his update on page 17 where the text referred to 'potential to upgrade the existing hospital' which should state 'potential to upgrade to a hospital'.

RECEIPT OF MINUTES – KĀWHIA COMMUNITY BOARD

There were no minutes of the Board to receive for July as the meeting was cancelled due to a lack of business.

RECEIPT OF MINUTES – ŌTOROHANGA COMMUNITY BOARD

There were no minutes of the Board to receive for July as the meeting was cancelled due to the lack of a quorum.

HIS WORSHIP THE MAYOR’S VERBAL REPORT

His Worship advised he initially had been unwell due to influenza but upon recovering became unwell due to COVID. Mayor Baxter expressed his disappointment to have missed the community discussion held at the Kio Kio Hall on the 3 Waters reform and thanked those councillors who attended. He also thanked Hauraki Mayor, Toby Adams who attended to assist in the conversations.

ITEM 265: PROPOSED PRIORITY BUILDINGS AND PRIORITY PEDESTRIAN THOROUGHFARES

Council’s Building Control Manager, P Saunders outlined the executive summary before the submitter spoke to their submission.

Norm Burmester – Ōtorohanga Agri Machinery Ltd

Mr Burmester outlined the building frontage upgrade project underway which included the pelmet and verandah. The project was delayed due to builder capacity. He sought clarity that the project would not be impacted by the decision before Council.

Mr Saunders advised the purpose of approving the proposed section of Maniapoto Street as a priority pedestrian thoroughfare was to ensure the highest level of public safety and the shortened timeframes delivers on that requirement. He noted approximately 20 people attended the information evening and also noted the next step would be formal notification to all potentially earthquake prone buildings in the proposed section.

In response to a query, Mr Saunders noted Hamilton City Council approved priority pedestrian thoroughfares over two years prior to ensure major access routers to the hospital wouldn’t become blocked. Other councils throughout New Zealand had or were considering the same matter for their areas.

Members discussed the pedestrian count recently undertaken and the planned growth of the town. Mr Saunders noted most people stop and walk along the street to visit multiple premises. These are the people who are at risk.

RESOLVED: That Ōtorohanga District Council approves the section of Maniapoto Street (State Highway 3) between the intersections of Ranfurly Street and Te Kanawa Street as a priority pedestrian thoroughfare.

His Worship the Mayor | Councillor Johnson

Due to the consultant not being available for item 266, item 267 was taken first.

ITEM 267: APPLICATION FOR TEMPORARY ROAD CLOSURE – WAITOMO RALLY 2022

Council's Group Manager Engineering & Assets, M Lewis presented the report in the absence of the report writer. Mr Lewis took the report as read and noted the request was for the Ōtorohanga district section by Hamilton Car Club. The rally also incorporates the Waitomo district.

Members discussed the number of property owners affected and the summary of the engagement by the Club. The quality of the map was also discussed as it seemed to indicate a starting point different to the road number provided. Members also discussed the pre-event drive over and Mr Lewis confirmed this would be undertaken within 7 days prior to the event. Members queried the bond amount and Mr Lewis advised it would be \$10,000. Members requested feedback to be provided to the Hamilton Car Club that a more comprehensive application would need to be lodged for further road closure requests.

RESOLVED: That Ōtorohanga District Council That Ōtorohanga District Council approve the application for Temporary Road Closure of sections on Honikiwi, Kaimango and Hauturu Roads on Sunday 30 October 2022; with the following conditions imposed;

- a The event be held within strict compliance under the COVID19 Protection Framework, set out by the New Zealand Government and the Ministry of Health.
- b Emergency services have complete rite of passage at all times.
- c Hamilton Car Club is to pay a bond of \$5000.00, this bond can be waived at the discretion of the Engineering Group Manager on application to Mark Lewis. The said bond is returnable after post event drive over, undertaken by Ōtorohanga District Council Roding Team.
- d Hamilton Car Club is to pay an application fee of \$905.00 towards the administration of the road closure to Ōtorohanga District Council.
- e Hamilton Car Club is to pay for all advertising costs to the appropriate newspapers. Public notice advertisements are to be published in the Waitomo News, Council Website and Facebook Page.
- f Hamilton Car Club is responsible for obtaining public liability insurance (and paying the cost thereof) to a minimum value of \$10,000,000. 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.
- g Hamilton Car Club is to comply with the objection provisions contained in the Transport (Vehicular Traffic Road Closure) Regulations 1965.
- h Hamilton Car Club is to liaise and provide evidence of liaison with all operators and businesses that may be affected by the road closures.
- i Hamilton Car Club 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.

- j Hamilton Car Club 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.
- k 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.

Councillor Ferguson | Councillor Jeffries

ITEM 266: DRAFT ŌTOROHANGA TOWN CONCEPT PLAN – APPROVAL TO COMMENCE COMMUNITY ENGAGEMENT:

Council’s Group Manager Strategy & Community, N Gower presented the report and referred members to the handout provided at the meeting. The handout contained information relevant to pages 3 and 5 of the draft Plan where it was noted the information was pending. Ms Gower advised minor suggestions or editorial amendments can be incorporated prior to the formal engagement process commencing the following Monday should Council approve the recommendation.

Council’s consultant (Resilio), G Marshall advised the huge amount of feedback was incorporated into the draft and the technical supporting documentation was still being finalised. He noted the overall alignment in the feedback of a community vision for the future of Ōtorohanga with very little disagreement with the key values identified.

Ms Gower noted the engagement with mana whenua was well received and that they would be included in the submission hearings and deliberations process.

Members noted the comprehensive report and queried if information sheets would be delivered to all households in the Ōtorohanga town area. Ms Gower advised newsletters would be delivered to all town letter boxes and would include a QR code for more information. The draft Plan would also be promoted through social media and the local newspaper to reach the district-wide community.

RESOLVED: That Ōtorohanga District Council approves, subject to final editorial changes, the release of the Draft Ōtorohanga Town Concept Plan for community feedback, with:

- a The period of community engagement running from 25 July to 15 August 2022.
- b Feedback/submissions closing at 9am Monday 15 August 2022.

- c Submissions heard and all feedback considered by a joint meeting of the Ōtorohanga Community Board and Ōtorohanga District Council, supported by mana whenua representatives, to be held on Monday 29 August 2022.

Councillor Dow | Councillor Williams

Councillor Ferguson left the meeting at 10.54am

ITEM 268: ŌTOROHANGA KIWI HOUSE PROGRESS REPORT

Council’s Group Manager Business Enablement, G Bunn noted the progress report was a condition under the loan agreement. He noted Council had advanced approximately half of the loan value and the Ōtorohanga Kiwi House Trust (the Trust) had completed demolition of stages 2 and 3. He noted the Council funding would support the development to stage 5 completion. In response to a query, Mr Bunn advised the project consisted of 7 stages. Jo Russell (Ōtorohanga Kiwi House) advised the construction drawings had not yet been finalised for the latter stages. The drawings would then be costed to provide confirmation of the funding requirement yet to be raised. In response to a query, Ms Russell advised the overall project was six months behind the original schedule. Some of the delays were due to COVID but also the discovery of five underground springs.

Mr Bunn noted the previous two years had seen no international visitors but with the border opening in late April numbers were beginning to rise. Mr Bunn noted the Council resolution in May to amend the terms of the loan to account for the lack of international visitors.

In response to a query, Ms Russell advised the Department of Conservation had committed to funding until the end of the year but have verbally indicated further support.

In response to a query, Ms Russell and Mr Bunn confirmed they would review the reporting requirements to ensure the required reporting was regularly produced within the constraints of the Trust.

RESOLVED: That Ōtorohanga District Council receive the report titled ‘Ōtorohanga Kiwi House progress report’ (document number 638894) from Graham Bunn, Group Manager Business Enablement.

Councillor Johnson | Councillor Jeffries

ITEM 269: CIVIL DEFENCE EMERGENCY MANAGEMENT QUARTERLY REPORT

Council’s Group Manager Environmental & Growth, A Loe advised the report was delayed due to staff focus on the formal CDEM exercise. In response to a query, Mr Loe advised river level and other flood information was available on the Waikato Regional Council website. The website has an option to register for a notification list.

RESOLVED: That Ōtorohanga District Council receive the report titled 'Civil Defence Emergency Management Quarterly Report' (document number 638728) from Andrew Loe, Group Manager Engineering & Growth, and David Simes, Civil Defence Emergency Management Operations Manager.

Councillor Johnson | Councillor Dow

His Worship the Mayor took a moment to note the passing of Derek Wooster whose presence will be sorely missed in the community.

COUNCILLOR VERBAL UPDATE

- Councillor Dow attended the Road Transport Committee and the draft town concept plan session noting the feedback on removing heavy vehicles from the main street.
- Councillor Christison advised the Ōtorohanga Community Board meeting had been cancelled but she had attended the planting day at the riverbank. She also noted the passing of Derek Wooster and his support on the Grants and Awards Committee to fund native trees to give away to the participants at Ōtorohanga's first Matariki event.
- Councillor Williams also attended the planting day and noted the plants survived the recent flooding.
- Councillor Johnson attended the 3 Waters community meeting held at the Kio Kio Hall and also attended the planting day. He had a draft town concept plan briefing and attended two District Licensing Committee online training webinars.
- Councillor Klos met with the Ōtorohanga Librarian on how to enable access to books for the Arohena School and Ngaroma community. She also attended the Waikeria Community Impact Forum and noted the project was behind schedule with opening planned for mid-2025.
- Councillor Jeffries met with Council's M Lewis and a local resident regarding access to the beach below the historic Pohutukawa tree. He noted the loss of the Kāwhia Sports Club due to fire and the community consultation to determine the future of the Club and its facilities. He also noted the passing of Derek Wooster.

CLOSURE OF MEETING

There being no further business His Worship the Mayor declared the meeting closed at 11.45am.