



Otorohanga District Council

MINUTES

20 AUGUST 2019

10:00 am

Members of the Otorohanga District Council

His Worship the Mayor MM Baxter
Councillor K. Christison
Councillor R. Johnson
Councillor RA. Klos
Councillor P. McConnell
Councillor K. Phillips
Deputy Mayor D. Pilkington
Councillor A. Williams

Meeting Secretary Mr. CA Tutty

OTOROHANGA DISTRICT COUNCIL

20 AUGUST 2019

Minutes of an ordinary Meeting of the Otorohanga District Council held in the Council Chambers, 17 Maniapoto Street, Otorohanga on Tuesday 20 August commencing at 10am.

MINUTES

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PRESENT

His Worship the Mayor MM Baxter, Cr. D Pilkington (Deputy Mayor), Councillors RA Klos, K Christison, AJ Williams, R Johnson and P McConnell.

IN ATTENDANCE

Ms. T Winter (Chief Executive) Messrs, R Brady (Engineering Manager), G Bunn (Corporate Services Manager), CA Tutty (Governance Supervisor), Ms. T Ambury (Community and Economic Development Manager) and Ms. N Martinsen (Customer Services Officer).

His Worship declared the meeting open and welcomed those present.

APOLOGY

Resolved that the apology received from Councillor K Phillips be sustained.

His Worship / Councillor Klos

OPENING PRAYER

Councillor Johnson read the Opening Prayer.

PUBLIC FORUM

No members of the public which were present at the meeting wished to address Council.

DECLARATION OF CONFLICTS OF INTEREST

His Worship asked members whether they had any declarations of conflicts of interest on matters to be discussed at this meeting.

No declarations of conflicts of interest were received.

CONFIRMATION OF MINUTES – OTOROHANGA DISTRICT COUNCIL – 16 JULY 2019

Resolved that the minutes of the meeting of the Otorohanga District Council held on 16 July 2019, as amended, be approved as a true and correct record of that meeting and the resolutions contained therein be adopted.

Councillor Pilkington / Councillor Johnson

MATTERS ARISING

Councillor Pilkington referred to page 2, in particular the second paragraph and requested this be amended to read "Councillor Pilkington referred to Item 96, and reported that the Project Kiwiana Committee through the Annual Grant funded by the Otorohanga Community targeted rate via the Otorohanga District Development Board will fund the cost including any installation and ongoing maintenance Dearof the Kiwiana display modules. The John Loveridge seat cost including installation will be one hundred percent donated by the Loveridge family".

Councillor Johnson referred to page 6, Councillor Update and advised that he extended thanks to Council's Corporate Services Manager for his efforts in assisting in a discussion with the Beattie Home Trust to provide a Dementia facility in Otorohanga.

Councillor Klos referred to page 2, Item 381 (c) and request this be amended to read "preference to a theme in particular to Mana Whenua."

CONFIRMATION OF MINUTES – OTOROHANGA COMMUNITY BOARD – 3 JULY 2019

Resolved that the minutes of the meeting of the Otorohanga Community Board held on 3 July 2019, as circulated, be received and the recommendations contained therein be adopted.

Councillor McConnell / Councillor Christison

CONFIRMATION OF MINUTES – KAWHIA COMMUNITY BOARD – 7 JUNE 2019

Resolved that the minutes of the meeting of the Kawhia Community Board held on 7 June 2019, as circulated, be received and the recommendations contained therein be adopted.

Councillor Pilkington / Councillor McConnell

RECEIPT OF MINUTES – KAWHIA COMMUNITY BOARD – 9 AUGUST 2019

Resolved that the minutes of the meeting of the Kawhia Community Board held on 9 August 2019 be received.

Councillor Pilkington / His Worship

RECEIPT OF MINUTES – OTOROHANGA COMMUNITY BOARD – 7 AUGUST 2019

Resolved that the minutes of the meeting of the Otorohanga Community Board held on 7 August 2019 be received.

Councillor McConnell / Councillor Christison

ITEM 387 HIS WORSHIP THE MAYOR – VERBAL REPORT

His Worship presented a verbal report on activities he has carried out since the previous Council meeting, these being –

- 26 July 2019 – attended in his role as Chair of Mayor’s Taskforce for Jobs, the opening of FFF19 in Wellington.
- 28 July 2019 – spoke at the celebration of Chris Lord becoming the Rookie World Timbersport Champion.
- 30 July 2019 – attended the launch of Ahikomaku at Te Wānanga o Aotearoa Mangakotukutuku Campus.
- 1 August 2019 – attended meetings with Noa Woolloff – MTFJ Coordinator.
- 1 August 2019 – meetings with MP Louise Upston and Fletcher Tabuteau and Minister Jackson.
- 2 August 2019 – meeting with Area Commander Andrew Mortimore.
- 2 August 2019 – Chaired the Community meeting with the Ministry of Fisheries and Department of Conservation with the Kawhia and Aotea Communities, on the proposal to ban net fishing in the Kawhia Harbour to protect the Maui Dolphin.
- 9 August 2019 – attended the Kawhia Community Board meeting.
- 12 August 2019 – attended the Mayoral Forum meeting.
- 14 August 2019 – Meeting with Minister Jones at the Mangakotukutuku Campus where the announcement was made for funding for Ahikomaku, Te Waka and Smart Waikato and their SSEP programme.
- 14 August 2019 – attended a meeting with the Chief Executive Waikeria Contractors for a monthly update.
- 15 August 2019 – met with Mary Jenkins and staff from Smart Waikato in relation to their desire to engage further with Otorohanga College.
- 15 August 2019 – attended the Otorohanga Support House Whare Awhina AGM.
- 17 August 2019 – spent the morning with approximately 36 St. John’s members from across the Waikato educating them on how Council manage their towns and cities.

Resolved that His Worship the Mayor’s verbal report be received.

His Worship / Councillor Pilkington

ITEM 388 CHIEF EXECUTIVE REPORT 16 JULY – 19 AUGUST 2019

The Chief Executive referred members to her report on the key focus areas for the period 16 July to 19 August 2019. She asked members whether they had any questions relating to her report.

IWI RELATIONSHIPS

Councillor Klos referred to the Iwi Relationship meetings and asked the Chief Executive to ensure that Ngāti Raukawa are included.

His Worship outlined the meetings with local Iwi which are planned to take place.

NZ MOTOR CARAVAN ASSOCIATION

The Chief Executive reported that Council's Community and Economic Development Manager and herself had met with Mr. Michael Cullen of the New Zealand Motor Caravan Association on a way forward for Otorohanga to become a Motor Caravan friendly town. She said it is the intention to ascertain the economic benefits of such a proposal for report back to Council.

Resolved that the Chief Executive's report for the period 16 July 2019 to 19 August 2019 be received.

Councillor Johnson / Councillor Christison

ITEM 390 PROPOSED NAME CHANGE FROM OTOROHANGA DISTRICT TO ŌTOROHANGA DISTRICT

The Community and Economic Development Manager summarised her report advising that NZGB is waiting on a resolution from the Otorohanga District Council to show support for the name change proposal before it can proceed with the process of changing the name.

Resolved that Council supports the name change proposal made by the Office of Treaty Settlements, now known as Te Arawhiti to the NZ Geographic Board on behalf of Ngāti Maniapoto for the Otorohanga District to be changed to Ōtorohanga District.

His Worship / Councillor Klos

His Worship asked the people who were in the public gallery to hear the item if they would like to speak in response to the resolution. Mr. Derek Wooster on behalf of the Maniapoto Maori Trust Board and the Nehenehenui Regional Marae Committee congratulated Council on the passing of the above resolution. He requested that advice of this decision be forwarded to the Maniapoto Maori Trust Board.

ITEM 389 OTOROHANGA DISTRICT DEVELOPMENT BOARD ANNUAL REPORT

Mrs. Caroline Christian, Mrs. Marayn Hurley and Mrs. Liz Cowan attended the meeting.

The Community and Economic Development Manager referred members to her report attaching the Annual Report for the Otorohanga District Development Board for the period 1 July 2018 to 30 June 2019. She asked members to take the report as read and that she would be happy to answer any questions on its content.

In addition to the report Mrs. Christian informed members of the following:

- The Otorohanga i-SITE staff have been in their positions for a long time.
- Whether it would be beneficial for the i-SITE to move back into the Main Street.
- Amazing group of volunteers operating the Kawhia i-SITE.
- Waiting on information from a forum held recently in Wellington on various ways to address the challenges that i-SITEs are facing nationwide, and move forward.

Councillor McConnell said that it is necessary for Council and the Board to work together more closely and to talk to each other in order to move forward.

His Worship thanked Mrs. Christian and Mrs. Hurley for their attendance and dedication to the work undertaken by the Board.

Resolved that the Annual Report from the Chairperson of the Otorohanga District Development Board be received.
Councillor Christison / Councillor McConnell

ADJOURNMENT

Resolved that Council adjourn the meeting at 10.45am to enable His Worship to take appropriate action on the matter of the Chair of Te Waka not being present to make the organisation's presentation to Council.

His Worship / Councillor Pilkington

READJOURNMENT

Resolved that Council re-adjourn the meeting at 10.55am

His Worship / Councillor Pilkington

ITEM 391 DRAFT OTOROHANGA DISTRICT SPORT AND ACTIVE RECREATION PLAN

The Community and Economic Development Manager summarised her report attaching a Draft Otorohanga District Sport and Active Recreation Plan that has been developed as a collaborative project between Sport Waikato and Otorohanga District Council and as a result of robust consultation with local sporting, recreation groups and individuals.

Resolved that

1. The Draft Otorohanga District Sport and Active Recreation Plan be adopted by Council, and that;
2. The Draft Plan be circulated amongst key stakeholders who contributed to the plan for their feedback and comments, and that;
3. The Draft Plan be made available to the public to be given the opportunity to make submissions on the Draft Plan for a period of one month, and that;
4. Submissions and feedback are reported back to Council along with the amended Draft Plan before being adopted by Council.

Councillor Johnson / Councillor McConnell

ITEM 392 APPOINTMENT OF ALTERNATIVE CIVIL DEFENCE LOCAL CONTROLLER

The Environmental Services Manager attended the meeting and referred members to his report seeking approval from Council to recommend to the Waikato Civil Defence and Emergency Management Coordinating Executive Group (and ultimately the Waikato Civil Defence and Emergency Management Joint Committee) that Council's Chief Executive Tanya Winter be appointed as an Alternate Controller for the Otorohanga District.

In reply to Councillor Klos the Environmental Services Manager advised that it is the responsibility of Council to resource and operate an emergency centre, if required.

His Worship and Councillor Pilkington noted that Council is fortunate to have an employee with the necessary qualifications and experience.

Resolved that Council recommend to the Waikato Civil Defence and Emergency Management Co-ordinating Executive Group (CEG) that Tanya Winter, Chief Executive, Otorohanga District Council be appointed as an alternate Local Controller for the Otorohanga District.

Councillor Pilkington / Councillor Williams

ITEM 401 ROUTINE PLANNING REPORT FOR APRIL TO JUNE 2019

The Environmental Services Manager summarised his report on Resource Consents and planning approvals granted during the period 1 April to 30 June 2019.

Resolved that the Planning Report from 1 April to 30 June 2019 be received.

His Worship / Councillor Johnson

ITEM 402 ROUTINE BUILDING CONTROL REPORT FOR APRIL TO JUNE 2019

The Environmental Services Manager referred members to the Building Control report for the period April to June 2019.

Resolved that the Building Control Report for the period April to June 2019 be received

Councillor Pilkington / Councillor Williams

ITEM 403 ROUTINE ANIMAL CONTROL OFFICERS REPORT FOR APRIL TO JUNE 2019

The Environmental Services Manager referred members to his report on Dog and Animal Control activities for the period April to June 2019.

Resolved that the Environmental Services Managers report on Dog and Animal Control for the period April to June 2019 be received.

Councillor McConnell / Councillor Johnson

ITEM 393 OTOROHANGA KIWIHOUSE REQUEST FOR GUARANTEE

The Corporate Services Manager presented a report informing members that the Otorohanga Kiwi House has approached Council to extend its existing guarantee from \$350,000 to \$700,000 to enable them to secure a loan from the Bank of New Zealand and complete Stage 1 of their redevelopment.

Councillor Christison asked for this matter be flagged in Council's Long Term Plan.

Resolved that existing guarantee from Otorohanga District Council to the Otorohanga Zoological Society Inc is increased from \$350,000 to \$700,000 to allow them to secure a Loan from the Bank of New Zealand and complete Stage 1 of their redevelopment.

Councillor Klos / Councillor Christison

ITEM 394 POLICY FOR BONDS FOR TEMPORARY ROAD CLOSURES ON SEALED ROADS

The Engineering Manager referred members to his report providing information and alternatives on the adoption of a policy for acquiring bonds from organisations who wish to obtain temporary road closures on sealed roads. He said he would be happy to take questions on this report.

Councillor McConnell expressed his opinion that should an organisation use a Council road for an event then a bond should be paid by them to cover any repair costs.

Councillor Pilkington referred to the advice that the Engineering Manager may have to cancel an event and reported that any rescheduling of an event can be very difficult for residents living on the roads concerned. She expressed the opinion that the cancellation and rescheduling of an event is not a good outcome.

Resolved that no bond be required for temporary road closures on sealed roads.

His Worship / Councillor Klos

Councillor McConnell voted against the resolution.

ITEM 395 RURAL SCHOOLS ROADSIDE SAFETY IMPROVEMENTS AND VARIABLE SPEED LIMITS

Council's Senior Engineering Assistant (Projects) summarised his report informing Council of the planned Road Safety Improvements for rural schools within the Otorohanga District, a desire of such improvements having previously been expressed by Council as part of the Long Term Plan process.

The Officer highlighted the additional minor safety improvements that are proposed which can be accommodated within the existing budgets over the next two years, these being:

- Installation of traffic calming measures on the western approach to Otewa School.
- Mark and chip seal the bus stop opposite Otewa School.
- Three sets of variable speed signs.
- Permanent speed limit reduction
- Onsite parking at Otewa and Maihihi Schools (this would need to be paid for by the Ministry of Education as this work would be on school property).

During discussion the following points were highlighted:

- look into the issue of the Arohena School further as there is a blind corner from the eastern side of the School creating a situation whereby the speed of traffic needs to be decreased.
- Urban Schools were also highlighted for matters to be put in place to curb the speed of traffic.
- Members were informed that it is proposed by the Ministry of Transport that the speed limit past urban schools be 30km/h and rural schools at 60km/h. There were concerns raised about this by a Councillor and it was felt that the limits past all schools should be 30km/h.
- Each school should be assessed individually to arrive at a suitable option.

Resolved that the Senior Engineering Assistant (Projects) report be received.

Councillor Pilkington / Councillor Johnson

ITEM 396 WAIKATO REGIONAL AIRPORT PROJECT LTD SHAREHOLDER APPROVAL FOR TERMINAL REFRESH PROJECT

The Corporate Services Manager summarised his report advising that the Waikato Regional Airport Ltd are proposing to undertake a major terminal upgrade project for the upcoming 2020 year. He said this constitutes a major transaction under the organisations constitution and accordingly are seeking formal shareholder approval to commit to this. He said the capital outlay required to complete the project means that WRAL is also seeking to renew their banking facilities.

As part of this process WRAL will need to pledge more than 10% of the company and group's assets as security.

Two issues were highlighted being:

- The facilities for people with limited mobility to be improved at the terminal.
- The major shareholder, being Hamilton City Council, has not indicated that they intend to oppose the request.

Resolved that

1. Otorohanga District Council gives shareholder's approval for the Waikato Regional Airport Ltd Terminal Refresh Project, as a major transaction, of up to \$13 million
2. Otorohanga District Council gives shareholder's approval for Waikato Regional Airport Ltd to continue pledging more than 10% of its assets as security in connection with the renewal of its banking facilities

His Worship / Councillor Klos

ITEM 400 ROUTINE ENGINEERING REPORT – MAY TO JULY 2019

The Engineering Manager referred members to the routine Engineering Report for the period May to July 2019.

The following staff members presented selected parts of the report:

-Andreas Senger – Roading Manager: Roading

-Rachel Stubbs – Road Safety Officer: Road Safety

-Mark Lewis – Services Manager: Three Water Services and Community Facilities

-Roger Brady – Engineering Manager: Landfills

Resolved that the Routine Engineering Report for the period May to July 2019 be received.

His Worship / Councillor Pilkington

ITEM 398 COMMSAFE EXTENSION OF FUNDING

The Corporate Services Manager summarised his report advising that Commsafe received funding assistance from Council for the 2018/2019 financial year in response to a submission to Council's Long Term Plan.

CommSafe have requested that Council consider continuing that funding for the next two financial years.

The matter of the organisation providing an accountability report to Council was raised.

Resolved that

1. the Otorohanga District Council support Commsafe for the 2019/2020 and 2020/2021 financial years with the grant of \$5000 + GST from the Sundry Grants account and that continued funding is considered as part of the 2021/2031 Long Term Plan.
2. This funding is dependent on Waipa District Council continuing to fund Commsafe at the same level for the 2019/2020 and 2020/2021 years.
3. Commsafe provide a report to Council in June each funding year detailing how the funding has been used.

Councillor Pilkington / Councillor Klos

ITEM 397 PROPOSED ROAD NAMING OF 'TEAL LANE'

The Community and Economic Development Manager summarised her report advising that approval is sought to apply the road name "Teal Lane" to the section of road that has been locally referred to as "Thompson Road" which is located off Scown Road, Otorohanga.

Resolved that

Pursuant to Section 319 (1)(j) of the Local Government Act 1974 the Otorohanga District Council resolves that the name Teal Lane is acceptable for the portion of road shown in the plan in Attachment 1 that is vested in Council as public road.

Attachment 1

Plan showing the section of road proposed to be officially named 'Teal Lane' off Scown Road, Otorohanga.



Councillor Pilkington / Councillor Johnson

LUNCH ADJOURNMENT

Resolved that Council adjourn for lunch at 12.33pm

His Worship / Councillor McConnell

LUNCH RE-ADJOURNMENT

Resolved that Council re-adjourn the meeting at 1.17pm

His Worship / Councillor Pilkington

ITEM 399 OTOROHANGA AND KAWHIA COMMUNITY BOARDS – RESOLUTIONS FOR ADOPTION BY COUNCIL

The Chief Executive referred members to the report identifying recommendations from the Otorohanga and Kawhia Community Boards for adoption by Council.

Concern was expressed by Councillor McConnell that this change in process should have been communicated to both Boards prior to inclusion in the Council agenda. The Chief Executive apologised for this oversight.

Resolved that resolutions noted below by the Otorohanga Community Board and the Kawhia Community Board be adopted by the Otorohanga District Council.

His Worship / Councillor Pilkington

RESOLUTION 1

OTOROHANGA STOPBANK PATHWAY RESERVE MANAGEMENT PLAN WORKING GROUP

Resolved that: Approval is given to establish a working group, made up of the following stakeholders to create the draft Otorohanga Stopbank Pathway Reserve Management Plan.

- Council Elected Members represented by Councillor Katrina Christison and Otorohanga Community Board Member Liz Cowan.
- Council Staff represented by Engineering Manager Roger Brady or his alternate
- Waikato Regional Council one representative and one alternate
- Nehenehenui Regional Management Committee one representative and one alternate
- NZTA one representative and one alternate

2 The process as summarised below is followed to create and adopt the Otorohanga Stopbank Pathway Reserve Management Plan.

- Stage 1 revisit feedback to date and produce the draft plan
- Stage 2 consult on the draft plan with the wider community
- Stage 3 feedback from the community incorporated in the plan
- Stage 4 The plan and associated budgets would then be included in the draft Long Term Plan.

Mr. Coventry / Mr. Gadd

RESOLUTION 2

OTOROHANGA STOPBANK PATHWAY UPDATE ON COSTS AND PROGRAMME

Resolved that it be recommended to the Otorohanga District Council to approve the allocation of funds, currently estimated at \$53,149 but not exceeding \$60,000 from the cash surplus in the Otorohanga Flood Protection account to cover the increase in capital cost of the construction of the Stopbank pathway.

Mrs. Cowan / Mr. Coventry

RESOLUTION 3

REVIEW OF OTOROHANGA CEMETERY FEES

Resolved that it be recommended to the Otorohanga District Council that the fees and charges in respect to the Otorohanga Cemetery be increased to (including GST) - effective from 1 September 2019 –

COSTS TO PURCHASE A PLOT

Adults	\$1500.00 (Including Natural)
Children	\$500.00
Ash Wall & Ash Berm	\$350.00

INTERMENT FEES

Adult	\$1450.00
Children (Under 12 years)	\$500.00
Ashes	\$320.00 Own install \$160.00
Extra depth	\$300.00
Natural – Adult	\$1200.00
– Children (Under 12 years)	\$500.00

Mrs. Christison / Mr. Gadd

KAWHIA COMMUNITY BOARD – MEETING 9 AUGUST

RESOLUTION 4

REVIEW OF KAWHIA CEMETERY FEES

Resolve that Kawhia Community Board recommend to the Otorohanga District Council that the fees and charges in respect to the Kawhia Cemetery be increased to (including GST) – effective from 1 September 2019.

COSTS TO PURCHASE A PLOT

Adults	\$1500.00
Children (under 12 years)	\$ 500.00
Ash Wall & Ash Berm	\$ 350.00

INTERMENT FEES

Adult	\$1900.00	
Children (under 12 years)	\$500.00	
Ashes	\$450.00	Own install \$225.00
Extra depth	\$300.00	

Mr. Walsh / Mr. Rutherford

RESOLUTION 5

CONFIRMATION OF COSTS FOR PARKING ENFORCEMENT IN KAWHIA

Resolved that Kawhia Community Board approves funding for the introduction of additional parking signage in Kawhia on the basis outlined in the Environmental Services Managers report and requests Council to fund from District accounts the residual share of the \$2500 costs indicated and for discussions to be held with the New Zealand Police, in particular the local constable regarding enforcement of the restrictions.

Chair / Cr. Pilkington

RESOLUTION 6

ALTERNATIVE SITES FOR KAWHIA PLAYGROUND

It is recommended that the Board:

1. approves the current playground location that is in Council ownership be investigated as the site of the new playground.
2. that staff consult with the Kawhia Community Projects Trust on which key components of the current playground are to be incorporated into the new playground.
3. Recommends Council that any remaining funds in the Kawhia Parks and Reserves 2018 / 2019 budget be carried forward for the playground project.

Cr. Pilkington / Mr. Fletcher

RESOLUTION 7

PROPOSED NEW PLAN FOR TREE REMOVAL AT RESERVE IN AOTEA

Resolved that the former resolution about the removal of trees on the Reserve at Aotea passed by the Kawhia Community Board on 19 October 2018, as stated below, be revoked:

“Resolved that coastal trees in the Aotea playground be removed to allow five suitably placed Pohutukawa trees to remain.

Mr. Fletcher / Mr. Rutherford

1. The removal of trees at the Reserve on Morrison Road, Aotea be approved as per the plan attached as Appendix 1.
2. the tree removal be funded from the Kawhia Parks and Reserves operational account.

Mr. Rutherford / Mr. Walsh

ITEM 404 MATTERS REFERRED FROM 16 JULY 2019

The Chief Executive referred members to matters referred dated 16 July 2019 and asked that these be taken as read.

Resolved that the matters referred dated 16 July 2019 be received.

His Worship / Councillor Johnson

COUNCILLOR UPDATE

Beattie Home

The Chief Executive referred to a recent workshop meeting with representatives of Beattie Home and reported that a letter has been received from the Beattie Home Trust which she will circulate to members. She said this will be considered by staff and a report will be prepared for Council.

Councillor Johnson

Councillor Johnson expressed his thanks to the Engineering Manager regarding the speed limit approaching Old Te Kuiti Road.

Councillor Klos

Councillor Klos raised matters relating to the Waikeria Prison development, in particular to the housing situation. She expressed the opinion that Otorohanga is not committed to provide housing for Prison construction workers and staff. She asked whether the housing report produced by the Department of Corrections could be provided to Councillors. The Chief Executive said she had spoken with Mr. Craig Erskine from the Department who agreed the report could be shared.

Councillor McConnell

Councillor McConnell referred to the matter of 'localism' and questioned where this is heading. He expressed the concern that Council will need to be very careful with regards to this issue. The Chief Executive advised that this topic is on the agenda for the next Council-Community Board Joint Workshop in September.

MEETING CLOSURE

The meeting closed at 1.45pm