



Otorohanga District Council

AGENDA

21 November 2017

10.00am

STANDING APPOINTMENTS

**10.30AM - A PRESENTATION WILL BE MADE TO COUNCIL BY
HAMILTON AND WAIKATO TOURISM**

**1.00PM - A PRESENTATION WILL BE MADE TO COUNCIL BY
DESIREE WEHRLE – NZTA COMMUNITY ENGAGEMENT MANAGER**

2.00PM – CITIZENSHIP CEREMONY

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

21 November 2017

Notice is hereby given that an Ordinary meeting of the Otorohanga District Council will be held in the Council Chambers, 17 Maniapoto Street, Otorohanga on Tuesday 21 November 2017 commencing at 10am.

14 November 2017

DC Clibbery
CHIEF EXECUTIVE

AGENDA

ORDER OF BUSINESS:

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| | - KAWHIA COMMUNITY BOARD 13 OCTOBER 2017 | 1 |
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PRESENT

IN ATTENDANCE

APOLOGIES

OPENING PRAYER

PUBLIC FORUM (30 MINUTES)

ITEMS TO BE CONSIDERED IN GENERAL BUSINESS

CONFIRMATION OF MINUTES

- OTOROHANGA DISTRICT COUNCIL 24 OCTOBER 2017
- OTOROHANGA COMMUNITY BOARD 26 OCTOBER 2017
- KAWHIA COMMUNITY BOARD 13 OCTOBER 2017

MATTERS ARISING

DECLARATION OF INTEREST

REPORTS

ITEM 222 ENGINEERING REPORT – AUGUST TO OCTOBER 2017

To: **His Worship the Mayor and Councillors
Otorohanga District Council**

From: **Engineering Manager**

Date: **21 November 2017**

Relevant Community Outcomes

- The Otorohanga District is a safe place to live
 - Ensure services and facilities meet the needs of the Community
-

Executive Summary

This is a routine report on engineering matters for the period August to October 2017.

Staff Recommendation

It is recommended that the report be received.

Report Discussion

ROADING

Contract 1025 - Roads Maintenance (Services South East (NZ) Ltd)

Services South East (NZ) Ltd (SSE) took over the Council maintenance Contract on 3 July and made a good start. Unfortunately, over the last three months, their performance has deteriorated and for the months of both September and October their monthly performance rating was assessed at less than 50%. Contractually a review meeting is now required and this is scheduled for Wednesday 22 November. At this meeting SSE are to table their planned course of action to remedy the poor performance and should this be unacceptable then Council may choose to terminate the Contract.

Inframax Construction have been able to provide resources to deal with the most pressing routine maintenance issues which SSE were not addressing, and are now active on the network with mowing, grading and patching of surfaced roads prior to them being resealed. SSE continue to provide limited resources although additional resources are promised.

On Monday 9 October a huge deluge occurred on the west side of the Otorohanga District causing significant damage to many roads, particularly those close to Mount Pirongia. Most essential repairs have now been completed but ongoing work to return the roads to optimal operating condition will take some time. Moerangi Road has been the most severely affected with a budgeted cost of \$380,000 currently forecast for repairs, approximately half of which is clearing the road and dealing with some 22 major slips and slumps, and the balance required to re-metal the road as the majority of the metal along a 4km length was washed away in the storm. Pirongia West Road, Owhiro and Hauturu Roads have also been severely affected. Total budget for repairs is currently estimated at some \$700,000.

Once again, the areas of road treated over the last year with KOBM continue to perform well. No additional metal has been added and no grading has taken place.

**Contract 1028 - Maintenance Metalling 2015/17
(Inframax Construction)**

Inframax Construction achieved practical completion on this Contract on 1 September 2017. The defects liability period will finalise on 1 December 2017. This completes the 2nd year of a 5 year Contract.

**Contract 982 - Streetlight Maintenance
(The Lines Company)**

Final payment to The Lines Company on this Contract is still to be agreed and completed. Contract maintenance works were completed on 31 August 2017. No further non-essential works will be undertaken on this Contract due to the LED upgrade Contract commencing.

**Contract 1009 - LED Streetlight Upgrade
(The Lines Company)**

Contract has been awarded to The Lines Company for their tendered sum of \$515,970.50. One other tender was received from Alf Downs Street Lighting Limited for \$1,285,339.00.

The Lines Company were programmed to start upgrade installation works at the beginning of November. However, paperwork for Contract document assembly still remains outstanding due to the Lines Company's internal process for sign off, which is expected on 7 December 2017. A revised start date is still to be confirmed but late January is likely.

**Contract 1051 - Second Coat Sealing and Reseals 2017/18, 2018/19
(Higgins Construction Limited)**

This Contract has been awarded to Higgins Construction for their tendered price of \$1,760,952.69 over a three year Contract period. Three further tenders were received ranging in price from \$2,082,384 to \$1,762,329.52.

The majority of the pre-reseal repairs for this year's work were completed last year and Inframax Construction is now undertaking additional repairs for this work to be followed by next year's programme. Works on reseals will likely commence early December (weather dependent) and continue into January.

Journal 001065 – Maintenance Works by Others

A separate cost centre has been established to keep track of costs incurred for work, which SSE have not completed. Any additional costs as a result of this will be claimed back from SSE, although this is not anticipated to be a large amount as the rates agreed with Inframax are competitive.

Journal 001067 - Flood Damage Event October 2017

A separate cost centre has been established to keep track of these costs for purposes on NZTA reporting.

PROJECT AND DESIGN

**C1010 – Ouruwhero Road Sealed Smoothing RP 7.88 to 9.68
(Inframax Construction)**

Defects liability repairs should be completed by the time this report reaches Council. Retentions are to be released and this finalises the completion of this project.

C1026 – Mangaorongo Sealed Smoothing RP 0.03 to 5.070

This Contract was not awarded due to the fluid nature of the construction works surrounding Waikeria Prison, and available budgets because of this and storm damage. This Contract may be retendered next year with an additional two kilometre length added.

C1038 - Mangawhero Bridge Strengthening Works, Otewa Road (TBS Farnsworth)

This Contract has been awarded to TBS Farnsworth, with Stewart & Cavalier subcontracting the steel works, for their tendered sum of \$61,118.06. Three other tenders were received ranging in price from \$89,392 to 61,784.

TBS Farnsworth have programmed to start physical works at the beginning of January. However, are awaiting HERA approval for the welding methodology before this can be confirmed.

Contract 1042 – Mangati Road Sight Benching (Holden Earthmoving Limited)

This Contract was awarded to Holden Earthmoving Limited for their tendered price of \$163,908.89. Four other tenders were received ranging in price from \$429,565 to \$197,048.

This Contract includes 18 sight benches along the full length of Mangati Road to address traffic growth and capacity due to proliferation of subdivision. Funding for this project came direct from development contributions.

Proposed start date for physical works on this contract is early February 2018.

Contract 1046 – Honikiwi Road Remedial Repairs RP 1650 to 1949

The Engineering Manager is entering into negotiations with a Contractor to complete these works on the large slip sites without the retaining wall construction.

Contract 1053 - Footpath Construction and Maintenance 2017/18

By the time this report reaches Council the tender document for footpath construction and maintenance should be issued on Tenderlink with a three week tendering period.

Contract 1064 – Area Wide Pavement Treatment (Schick Construction Limited)

An Area Wide Pavement Treatment project has been awarded to Schick Construction Limited for their tendered sum of \$259,078.78. One further tender was received from Inframax Construction Limited for \$284,402.02. The tender was evaluated using the weighted attributes method.

The works include Honikiwi Road from Turitea Road to Turoto Road using a methodology of 150mm overlay with a 3% cement stabilisation. Also a 100 metre length of Mangaorongo Road has been included for shape correction within this Contract.

Contract 1066 – Kakamutu Road Earthworks

A small Contract is being compiled to undertake 2,900m³ of earthworks from a borrow site at the previous WW2 memorial reserve, above the swimming pool complex, to be deposited behind the current girl guides and parents centre halls for the proposed Medical Centre Development.

This Contract will be sent out to three parties by invitation to tender by the 24 November 2017.

Upper Te Tahi Road

The landowner of a section of land required to facilitate improvements was not open to discussions in regard to a Council purchase of land.

School Roadside Improvements

During October across the District large bright red threshold strips were installed at six rural schools, Arohena, Maihihi, Otewa, Korakonui, Ngutunui and Hauturu. Carpark improvements have been made at Ngutunui, and are planned for Otewa and Korakonui in the coming months.

Kawhia and Aotea Sea Defences

Bi-annual reporting to Waikato Regional Council has been submitted, satisfying these resource consent requirements.

Ngutunui Quarry

The current resource consent will be renewed and expert advice sought on the likely costs to reopen the quarry.

WATER AND COMMUNITY SERVICES

Kawhia Community Water Supply

Preparations under way to replace the aging clarifier, expected unbudgeted cost \$45,000.00 (to be confirmed).

Resource Consents

Nothing to report for this period

Ministry of Health Compliance

Assessment of compliance with duties of drinking-water suppliers under the Health Act 1956 (referred to from this point as the “Act”)

The duties of the water supplier under the Act have all been met.

| | |
|--|---------------------|
| Section 69S – Duty of suppliers in relation to the provision of drinking water | Met for this supply |
|--|---------------------|

This decision is based on the following – the audit of water supplier duties under the Act checklist filled in by ODC.

| | |
|---|---------------------|
| Section 69U – Duty to take reasonable steps to contribute to protection of source of drinking water | Met for this supply |
|---|---------------------|

| | |
|---|---------------------|
| Section 69ZD – Duty to keep records and make them available | Met for this supply |
|---|---------------------|

This decision is based on the following – ODC uses the current WINZ databases and WaterOutlook for the storage and presentation of water information for compliance purposes. This information is either directly available or summarised results are available for the Waikato Drinking Water Assessment Service (WaDWAS).

| | |
|---|---------------------|
| Section 69ZE – Duty to investigate complaints | Met for this supply |
|---|---------------------|

Budget and Actuals

In summary the overall operating and maintenance budgets for the Kawhia Scheme are currently tracking under budget. Capital replacement budget in total is \$7,900, which is much less than the replacement cost of the clarifier.

Arohena Rural Water Supply

For all three water take sites, Services will be procuring 1 x chlorine remote monitoring device per site that can be monitored through the existing SCADA program.

An updated condition rating assessment is planned of the reticulation network.

Huirimu

Operational/maintenance business as usual.

Kahorekau

Operational/maintenance business as usual.

Taupaki

The Lines Co. has replaced 3 power poles as the original poles were degraded to a point that the Lines Co. Contractors were unable to commit service delivery under the Work Safe Act 2015. Also previously, any maintenance undertaken with the cabling was the responsibility of Council, as the poles were owned by Council. The cabling provides power to the plant.

Water services; since replacing the power poles have handed the new power poles cabling back to the Lines Co. who have taken ownership of the power delivery infrastructure, thus removing future responsibility for any or all fiscal and physical responsibility from Council indefinitely. Cost to the scheme \$7,000.00.

Resource Consents

Nothing to report for this period

Assessment of compliance with duties of drinking-water suppliers under the Health Act 1956 (referred to from this point as the “Act”)

The duties of the water supplier under the Act have all been met.

| | |
|--|---------------------|
| Section 69S – Duty of suppliers in relation to the provision of drinking water | Met for this supply |
|--|---------------------|

This decision is based on the following – the audit of water supplier duties under the Act checklist filled in by ODC.

| | |
|---|---------------------|
| Section 69U – Duty to take reasonable steps to contribute to protection of source of drinking water | Met for this supply |
|---|---------------------|

This decision is based on the following – the audit of water supplier duties under the Act checklist filled in by ODC.

| | |
|--|----------------|
| Section 69Z – Duty to prepare and implement a WSP Section 69ZB – Duration of water safety plans Section 69ZC – Review and renewal of plans | Not applicable |
|--|----------------|

This decision is based on the following – There is currently no WSP for this supply. As this supply provides water to less than 500 people, it is not a requirement of the Act to have an approved and implemented WSP. However, this can be one way of achieving the duty to take all practical steps to comply with the DWSNZ 2005/08.

| | |
|---|---------------------|
| Section 69ZD – Duty to keep records and make them available | Met for this supply |
|---|---------------------|

This decision is based on the following – ODC uses the current WINZ databases and WaterOutlook for the storage and presentation of water information for compliance purposes. This information is either directly available or summarised results are available for the Waikato Drinking Water Assessment Service (WaDWAS).

| | |
|---|---------------------|
| Section 69ZE – Duty to investigate complaints | Met for this supply |
|---|---------------------|

Budget/Actuals

Despite the unbudgeted \$7,000.00 for the Taupaki power poles replacement, the overall cost for the scheme in the year to date are slightly under budget.

Ranginui Rural Water Supply

No capital works to report for this period.

Resource Consents

Nothing to report for this period

Assessment of compliance with duties of drinking-water suppliers under the Health Act 1956 (referred to from this point as the “Act”)

The duties of the water supplier under the Act have all been met.

| | |
|--|---------------------|
| Section 69S – Duty of suppliers in relation to the provision of drinking water | Met for this supply |
|--|---------------------|

This decision is based on the following – the audit of water supplier duties under the Act checklist filled in by ODC.

| | |
|---|---------------------|
| Section 69U – Duty to take reasonable steps to contribute to protection of source of drinking water | Met for this supply |
|---|---------------------|

This decision is based on the following – the audit of water supplier duties under the Act checklist filled in by ODC.

| | |
|--|----------------|
| Section 69Z – Duty to prepare and implement a WSP Section 69ZB – Duration of water safety plans Section 69ZC – Review and renewal of plans | Not applicable |
|--|----------------|

This decision is based on the following – There is currently no WSP for this supply. As this supply provides water to less than 500 people, it is not a requirement of the Act to have an approved and implemented WSP. However, this can be one way of achieving the duty to take all practical steps to comply with the DWSNZ 2005/08.

| | |
|---|---------------------|
| Section 69ZD – Duty to keep records and make them available | Met for this supply |
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This decision is based on the following – ODC uses the current WINZ databases and WaterOutlook for the storage and presentation of water information for compliance purposes. This information is either directly available or summarised results are available for the Waikato Drinking Water Assessment Service (WaDWAS).

| | |
|---|---------------------|
| Section 69ZE – Duty to investigate complaints | Met for this supply |
|---|---------------------|

This decision is based on the following – the audit of water supplier duties under the Act checklist filled in by ODC.

Budget/Actuals

The planned change to a rural agricultural drinking water supply is still incomplete due to Ranginui Station not completing the required documentation, despite attempts for them to do so. Operational and maintenance budgets continue with supply of chlorinated water. There has been problems with pumice blocking the intake and a significant number of call outs due to storm events. Operation and maintenance costs are therefore some \$14,000 over the budget, which was based on an agricultural supply.

Tihiroa Rural Water Supply

Capital works completed - clarifier liner replacement and roof restoration works (vermin proofing) at an approximate cost of \$26,000.00 combined. This work took place earlier than forecasted as both had reached failure and had to be replaced. The section of pipe over the Waipa River Bridge has also been successfully replaced by the water services team assisted by Waipa Plumbing.

Resource Consents

Nothing to report for this period

Ministry of Health Compliance

Assessment of compliance with duties of drinking-water suppliers under the Health Act 1956 (referred to from this point as the “Act”)

The duties of the water supplier under the Act have all been met.

| | |
|--|---------------------|
| Section 69S – Duty of suppliers in relation to the provision of drinking water | Met for this supply |
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This decision is based on the following – the audit of water supplier duties under the Act checklist filled in by ODC.

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| Section 69U – Duty to take reasonable steps to contribute to protection of source of drinking water | Met for this supply |
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This decision is based on the following – the audit of water supplier duties under the Act checklist filled in by ODC.

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|--|----------------|
| Section 69Z – Duty to prepare and implement a WSP Section 69ZB – Duration of water safety plans Section 69ZC – Review and renewal of plans | Not applicable |
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This decision is based on the following – There is currently no WSP for this supply. As this supply provides water to less than 500 people, it is not a requirement of the Act to have an approved and implemented WSP. However, this can be one way of achieving the duty to take all practical steps to comply with the DWSNZ 2005/08.

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| Section 69ZD – Duty to keep records and make them available | Met for this supply |
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This decision is based on the following – ODC uses the current WINZ databases and WaterOutlook for the storage and presentation of water information for compliance purposes. This information is either directly available or summarised results are available for the Waikato Drinking Water Assessment Service (WaDWAS).

| | |
|---|---------------------|
| Section 69ZE – Duty to investigate complaints | Met for this supply |
|---|---------------------|

Budget/Actuals

A summary review of the ledger for this end of the financial year does not reveal any areas of concern as operation and maintenance costs are tracking well. The pipeline replacement over the bridge is likely to be well under the budgeted amount of \$31,740 (final costs still to be received) and whilst the work on the clarifier was not included in the budget for this year, it is likely that some of the planned renewal work will again be carried forward.

Otorohanga/Waipā Water Supply/Plant

The operation of the Otorohanga plant continues without significant problems and the water services team have been working well to identify ways that the output from the plant can be improved in terms of the requirements of the drinking water standards. Some good progress has been made on the turbidity of the water.

The trend of AC pipe failures continues and unfortunately seem to occur most often during the night or on public holidays, which increases the repair costs. Work is ongoing to assess which sections of pipeline should be replaced next. There is budget in place for ongoing replacements in future years and this may need to be brought forward.

Resource Consents

Nothing to report for this period

Ministry of Health Compliance

Assessment of compliance with duties of drinking-water suppliers under the Health Act 1956 (referred to from this point as the “Act”)

The duties of the water supplier under the Act have not all been met.

| | |
|--|---------------------|
| Section 69S – Duty of suppliers in relation to the provision of drinking water | Met for this supply |
|--|---------------------|

This decision is based on the following – the audit of water supplier duties under the Act checklist filled in by ODC.

| | |
|---|---------------------|
| Section 69U – Duty to take reasonable steps to contribute to protection of source of drinking water | Met for this supply |
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This decision is based on the following – the audit of water supplier duties under the Act checklist filled in by ODC.

| | |
|--|-------------------------|
| Section 69Z – Duty to prepare and implement a WSP Section 69ZB – Duration of water safety plans Section 69ZC – Review and renewal of plans | Not met for this supply |
|--|-------------------------|

The Otorohanga Public Health Risk Management Plan, now referred to as a water safety plan (WSP), was assessed and approved in October 2008. Section 69ZB – duration of water safety plans outlines that a WSP remains in force for the period in the WSP, or 5 years from the date of approval. This requirement is further supported by section 69ZC, which requires a water supplier to submit an updated plan within 2 months of expiry of the WSP. As mentioned our records show the previous WSP was approved in October 2008.

ODC is deemed not to be in compliance with section 69Z of the Act as Otorohanga (OTO001) does not have an approved and implemented WSP. Please advise this office as to when we can expect an updated WSP to be submitted. Please also note that failure to submit a WSP within a reasonable timeframe will result in the matter being escalated to a designated officer.

| | |
|---|---------------------|
| Section 69ZD – Duty to keep records and make them available | Met for this supply |
|---|---------------------|

This decision is based on the following – ODC uses the current WINZ databases and WaterOutlook for the storage and presentation of water information for compliance purposes. This information is either directly available or summarised results are available for the Waikato Drinking Water Assessment Service (WaDWAS).

| | |
|---|---------------------|
| Section 69ZE – Duty to investigate complaints | Met for this supply |
|---|---------------------|

The water safety plan is now complete and with the Waikato DHB and we are awaiting final approval from them. The plan has already being review by the DHB and minor amendments made.

Budget/Actuals

Overall budgets are tracking well for the year to date.

Otorohanga Sewerage Treatment

The Western wetland renewal project is about to get underway. The sediment traps have been prepared and the Waikato Regional Council notified of pending works. The work has been programmed and resources confirmed.

Over the Labour Day long weekend the low voltage cable from the transformer to the Main North Road pump station failed and needed immediate replacement. This involved securing a power generator for four days.

Specialist contractors were required for the replacement due to of the depth of the cable and associated health and safety requirements. Total replacement cost of the low voltage cable and electrical compliance certification is approximately \$15,000.00. Services did approach the Lines Co. with a view to the low voltage cable ownership changing from Council ownership to the Lines Co. The Lines Company Chief Engineer Tony Hollart stated that *"The Lines Co. would not take ownership of the new low voltage cable as the cable benefited the Main North Road pump station only"*.

Early October the Te Kawa Street pump station number 2 pump failed, and has recently been replaced at a cost of \$15,000.00. The works also comprised of construction of a new improved lifting gantry.

Resource Consents

Services have submitted the annual report and subsequently; Ed Prince from Waikato Regional Council has just recently undertaken a site visit to the waste water treatment plant site and will be in contact with a compliance report.

Budget/Actuals

Due to the electrical failure at the Main North Road pump station, the maintenance budget for the year has almost been spent.

Operation costs are tracking reasonably although the cost of electricity is over budget.

Otorohanga Community Stormwater Drainage/Flood Protection

All three flood stations are now generator ready at a total cost of about \$20,000.00, which addresses a significant risk should the power go down in a flood event. In addition; The Lines Co. have since pole mounted the transformers that used to occupy the three Council owned buildings (at no cost to Council).

Resource Consents

Nothing to report for this period

Budgets/Actuals

A summary review of the ledger for this end of the financial year does not reveal any areas of concern as there is a healthy balance in this account.

OTOROHANGA COMMUNITY PARKS & RESERVES

Lake Huiputea Wetlands

The inlet to Lake Huiputea has been realigned and all the erosion repaired. Development of these areas is still continuing. New tracks are nearly complete and work on the Kiwirail lease land has started.

Waipapa Toilet

The toilet has been constructed and is awaiting installation. There has been considerable hold up while finalising the cleaning contract, which is almost complete.

Otorohanga Community Public Conveniences

The new roof and gutter work for both toilets is being finalised.

Council Administration Building

Two new offices were constructed to allow for new staff on the ground floor. Verandah lights are operational again.

C1043 - Otorohanga Pool Complex Operation and Management

No problems – new contractor due to start 1 January 2018.

Otorohanga Cemetery

Design for a new kerb and channel extension has been started for the recently opened extension of the cemetery.

Otorohanga Community Housing for the Elderly

Windsor Court has had all new insulation installed in the ceiling and underfloor where appropriate, along with all new 10 year battery smoke alarms. The bathroom alteration for Flat 8 Elizabeth Place has been awarded to a Paul Rattray Builders.

Otorohanga and Kawhia Parks

All the parks are in reasonable condition. Work will start again in Bob Horsfall and Rotary Park now the weather is improving.

Windsor Park Playground and Kawhia Playground are undergoing minor repairs to part of the play equipment. A repaint of the older equipment is to be organised.

Kawhia Cemetery

Nothing to report

Kawhia Harbour

Minor repairs to the sea wall have been completed

Kawhia Medical Centre

Work has been completed on replacing rotten timber and piles on the entry to the Medical Centre. Considerable gardening work is almost completed to the rear of the Medical Centre to give the Butterfly Garden a revitalisation.

Kawhia Housing for the Elderly

All the units have had new insulation installed in the ceilings and new 10 yr. battery smoke alarms installed.

Kawhia Wharf

New power meters were installed on the Kawhia Wharf so that each individual shed can have its on power usage recorded.

C1040 - Refuse & Recycling

No problems

Budget/Actuals

All budgets under Community Facilities are tracking well for the year to date.

Roger Brady
ENGINEERING MANAGER

ITEM 223 ODC MATTERS REFERRED FROM 24 OCTOBER 2017

To: MAYOR & COUNCILLORS

From: Governance Supervisor

Date: 24 October 2017

COUNCIL

21 MARCH 2017

To consider options for Council representation on the WDHB Consumer Council Group, at the appropriate time.

24 OCTOBER 2017

To give consideration to the provision of low cost housing within the District.

CHIEF EXECUTIVE

18 JULY 2017

To report to the next meeting of Council on the new service agreement with the Otorohanga District Development Board.

24 OCTOBER 2017

To hold a workshop with members to discuss circumstances whereby they should declare a conflict of interest.

ENGINEERING MANAGER

19 SEPTEMBER 2017

To arrange for consideration of the suggestion to name the river which run under the various bridges through the District by highlighting the name of the bridge approaches.

CA Tutty

GOVERNANCE SUPERVISOR

GENERAL