



Otorohanga

District Council

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

OPEN MINUTES

Otorohanga Community Board

Membership:	Chairperson	Kat Brown-Merrin	Otorohanga ward
	Deputy Chairperson	Peter Coventry	Otorohanga ward
	Community Board Member	Jo Butcher	Otorohanga ward
	Community Board Member	Tori Muller	Otorohanga ward
	Councillor	Steve Hughes	Council appointee
	Councillor	Katrina Christison	Council appointee

Minutes of an ordinary meeting of the Otorohanga Community Board held in the Council Chambers, Otorohanga District Council, 17 Maniapoto Street, Otorohanga on Monday, 3 April 2023 commencing at 4.00pm.

Tanya Winter
CHIEF EXECUTIVE

20 April 2023

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WORKSHOPS

The following workshops were held.

Long Term Plan strategic direction (this was a late addition and not listed on the agenda) Open

PRESENT

Chairperson Kat Brown-Merrin, Deputy Chairperson Peter Coventry, Community Board Members Jo Butcher and Tori Muller, and Councillor Katrina Christison.

IN ATTENDANCE

Group Manager Engineering & Assets Mark Lewis, Group Manager Business Enablement Graham Bunn, Group Manager Strategy & Community Nardia Gower, Emergency Management Co-ordinator, Cathie Shaw, Executive Assistant Day Dowd, and Manager Governance Kaia King.

COMMENCEMENT OF MEETING

Chairperson Brown-Merrin declared the meeting open at 4.00pm.

APOLOGIES

RESOLVED O18: That the Ōtorohanga Community Board receive and accept the apology from Councillor Hughes for non-attendance.

Councillor Christison | Board Member Butcher

LATE ITEMS

There were no late items.

DECLARATION OF CONFLICTS OF INTEREST

Board Member Muller advised that she is an employee of the Ōtorohanga Support House.

RESOLVED O19: That Ōtorohanga Community Board receive the declaration of a conflict of interest from Board Member T Muller for Item 11: Consideration of the Ōtorohanga Support House request for increased funding and the long term lease of 88 Maniapoto Street, Ōtorohanga and direct the conflict to be recorded in Council’s Conflicts of Interest Register.

Deputy Chairperson Coventry | Board Member Butcher

PUBLIC FORUM

No requests had been received.

MINUTES OF THE PREVIOUS MEETING

RESOLVED O20: That the open minutes of the Ōtorohanga Community Board meeting held on 6 March 2023, having been circulated, be taken as read and confirmed as a true and correct record of that meeting.

Chairperson Brown-Merrin | Board Member Muller

Board Member Muller left the meeting at 4.05pm before Item 11 commenced.

ITEM 11: CONSIDERATION OF THE ŌTOROHANGA SUPPORT HOUSE REQUEST FOR INCREASED FUNDING AND THE LONG TERM LEASE OF 88 MANIAPOTO STREET

Council’s Group Manager Strategy and Community, N Gower outlined her report. Members discussed the financial information provided by the Ōtorohanga Support House (OSH) querying the tagged funds and the impact on the overall financial position. Members also queried the use of the invested funds.

Chairperson Brown-Merrin adjourned the meeting from 4.23pm to 4.29pm to allow staff to prepare an amended recommendation to be considered by the Board.

RESOLVED O21: That the Ōtorohanga Community Board, having considered the request from Ōtorohanga Support House:

- a Note that there is insufficient information provided by the Ōtorohanga Support House to make a recommendation to Ōtorohanga District Council; and,
- b Resolve that a decision be deferred to the next ordinary meeting of the Ōtorohanga Community Board; and,
- c Request that the Chief Executive ask the Ōtorohanga Support House for clear information on the tagged funds including the future use of invested funds to support their request.

Chairperson Brown-Merrin | Deputy Chairperson Coventry

Board Member Muller re-joined the meeting at 4.31pm at the conclusion of Item 11.

ITEM 12: CIVIL DEFENCE EMERGENCY MANAGEMENT REPORT 1 OCTOBER 2022 TO 28 FEBRUARY 2023

Council's Emergency Management Co-ordinator, Cathie Shaw took the report as read. She commented on the two activations due to weather events: the first was based at Waitomo District Council and the second at Ōtorohanga District Council. She also spoke on the Napier emergency operating centre.

RESOLVED O22: That the Ōtorohanga Community Board receive the report titled 'Civil defence emergency management report for 1 October 2022 to 28 February 2023' (document number 680330) from A Loe, Group Manager Regulatory and Growth.

Deputy Chairperson Coventry | Councillor Christison

PROJECTS

PROJECT 1: PICNIC IN THE PARK

Board Member Muller provided a report handout summarising the event. She noted it was successful overall with a large turnout. The event ran smoothly with no reported incidences within the event timeframe although there was one incidence outside the event. The incidence was a coffee cart trailer becoming detached from the tow vehicle.

The food trucks had run out of food due to the high demand. This was a very good indication of the community support and would encourage additional food trucks to attend future events.

A suggested improvement was an 'events box' with key items such as a first aid kit, extension cords, hi-vis jackets. This would be considered further along with other improvement opportunities such as an under-5 area for kids and increased social media content.

Members discussed the importance of ensuring the event was future-proofed and workload distributed among an organising committee. Members then thanked Ms Muller for her hard work to enable this successful event.

PROJECT 2: ŌTOROHANGA HAUORA & CONNECTIVITY TRAIL

Board Member Butcher provided an update on the first working party meeting held on 10 March 2023. The working party felt that the project needed to be renamed and landed on 'Ōtorohanga Hauora & Connectivity Trail'. 'Hauora' means to be fit, well, healthy, vigorous, in good spirits. 'Connectivity' covers alignment to future plans around connecting the neighbourhoods and greenspaces in the town. Members noted the working party's action plan.

RESOLUTION REGISTER

RESOLVED O23: That the Ōtorohanga Community Board receive the staff updates on the Resolution Register.

Deputy Chairperson Coventry | Board Member Muller

MEETING CLOSURE

Chairperson Brown-Merrin declared the meeting closed at 5.01pm.