



Otorohanga District Council

# AGENDA

15 March 2016

10.00am

Members of the Otorohanga District Council

Mr MM Baxter (Mayor)  
Mr RM Johnson  
MRS RA Klos  
Mr KM Phillips  
Mrs DM Pilkington (Deputy Mayor)  
Mr R Prescott  
Mr PD Tindle  
Mrs AJ Williams

Meeting Secretary: Mr CA Tutty (Governance Supervisor)



# OTOROHANGA DISTRICT COUNCIL

15 March 2016

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 15 March 2016 commencing at 10am.

8 March 2016

**DC Clibbery**  
**CHIEF EXECUTIVE**

## AGENDA

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**PRESENT**

**IN ATTENDANCE**

**APOLOGIES**

**ITEMS TO BE CONSIDERED IN GENERAL BUSINESS**

**CONFIRMATION OF MINUTES – 16 February 2016**

**REPORTS**

**ITEM 282: RATA UPDATE REPORT**

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

**From: Roading Manager**

**Date: 15<sup>th</sup> March 2016**

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**Relevant Community Outcomes**

- The Otorohanga District is a safe place to live
  - Ensure services and facilities meet the needs of the Community
  - Manage the natural and physical environment in a sustainable manner
- 

**Executive Summary**

The Waikato Road Asset Technical Accord (RATA) is a current Mayoral Forum project overseen by the Local Authority Shared Services (LASS), a Council Controlled Organisation owned by 12 councils in the Waikato Region. LASS was set up as a vehicle to procure shared services for the shareholder councils. RATA provides strategic asset management support to all participating local authorities. To the end of December 2015 RATA has enabled demonstrable savings to the region of over \$348,000 through improved strategic asset management processes.

The project was scheduled to end on 30 June 2016. The LASS Board and Mayoral Forum have decided that due to the successful achievements by RATA, it should be made a permanent unit to provide ongoing strategic asset management support and advice to participating councils.

The current proposal is that Waipa District Council provide a RATA business unit to enable RATA services to be provided to participating councils via a contract between Waipa DC and LASS. A multi-party funding agreement will then be in place between LASS and each participating Council to receive the RATA services.

Dawn Inglis (current RATA Project Director) and Robert Brodnax (or Andrew McKillop) will be attending the meeting to present on this item.

## **Staff Recommendation**

It is recommended:

That

- a) *The report of Dawn Inglis, RATA Project Director, be received;*
- b) *Council approves that Dave Clibbery, Chief Executive, be delegated to enter into a multi-party funding agreement with Local Authority Shared Services for the Road Asset Technical Accord's services from 1 July 2016, for a period of 3+3+3 years (with rights of review after each three year period).*

## **Report Discussion**

The Waikato Mayoral Forum and LASS Board, on behalf of all Waikato Local Authorities, have agreed in principle to the permanent establishment of a Centre of Excellence for road asset management, known as the Waikato Road Asset Technical Accord (RATA). This decision is based on the successes achieved by RATA over the initial project period. Savings achieved across the region through the work of RATA between 1 July 2014 and 31 December 2015 are \$348,000. Whilst this may be a modest sum, it is believed that throughout the region improved data and asset management support is leading to better decision making regarding investment in the near \$37M roading renewals programme each year. It is believed that further savings can be achieved.

This is alongside the significant intangible benefits that have been achieved which were identified through a recent stakeholder survey. In summary, the survey found:

1. Respondents agreed that the regional data collection contract and the forward works programme has achieved the project benefits identified in the business plan.
2. A high degree of satisfaction with how RATA is delivering its current activities.
3. Respondents agreed that RATA has been effective in delivering on its core objectives of improving asset knowledge, increasing sharing of knowledge, overcoming skill shortages, improving use of best practice asset management and enabling smarter investment decisions.

A business plan for RATA for the period to 30 June 2021 has been prepared and is expected to be formally adopted by LASS as a final version. The business case includes:

### **The agreed vision for RATA is:**

*By 2020 RATA will evolve from its current focus on data and evidence for asset management, to a local government trusted partner to deliver asset management services to the Waikato.*

### **Purpose of RATA**

*RATA will enable and facilitate effective strategic roading investment decision making in the Waikato.*

## Strategic Outcomes

By leading asset management best practice, RATA will deliver across the Waikato Region:

1. Better decision making by enabling consistent best practice data collection through:
  - Data Management – Support for effective collection and use of good quality data
  - Systems and Processes – Develop good practice processes and systems for data collection, analysis and management
2. Lead engagement and increase capability within the sector by:
  - Innovation – Identify opportunities to modify standard approaches and/or develop new approaches that will lead to optimal asset investment and performance
  - RATA participants actively contribute to RATA's work programmes and share learnings and experience
  - RATA staff are actively involved in national best practice work (e.g. Road Efficiency Group, RIMS, Austroads)
3. We are able to demonstrate asset management effectiveness across the transport sector by:
  - Benchmarking is used to establish areas of good practice
  - Forward works programmes are robust, evidence based, and developed based on good practices
  - Asset valuation processes are consistent with good practice.
4. RATA becomes the supplier of choice for asset management support and advice.

The current proposal is that Waipa District Council provide a RATA business unit to enable RATA services to be provided to participating councils via a contract between Waipa DC and LASS. A multi-party funding agreement will then be in place between LASS and each participating Council to receive the RATA services.

Initially it was proposed that the business unit could be created to be within LASS, however this would require LASS to also procure further support services such as IT, HR and finance which would add further cost to the RATA services. Instead it was considered more appropriate for RATA to be a part of an existing local authority and therefore benefit from the existing support services infrastructure. Waipa DC has proven it can provide shared services to other local authorities in an efficient and cost effective manner; hence the proposal for Waipa DC to be the home for RATA has gained regional support.

RATA currently provides services to all councils within the Waikato region except for Taupo District and Rotorua District. It is anticipated that this will continue beyond 1 July 2016, however it is subject to each council reconfirming their participation and signing-up to a multi-party funding agreement with LASS.

The work undertaken by RATA is considered to be work that all road controlling authorities should be completing to ensure that the work programmes are being delivered optimally. RATA enables this work to be completed on a collaborative basis.

## **Local Government Act 2002**

RATA has been established to ensure that the delivery of roading services to our communities is aligned with, and supported by, good quality data and asset management principles. This will ensure that for all RATA participants, the purpose of local government, with respect to road and transport services, is met.

*The purpose of local government is defined in section 10 of the LGA, as follows:*

**“10 Purpose of local government**

(1) *The purpose of local government is—*

(a) *to enable democratic local decision-making and action by, and on behalf of, communities; and*

[(b) *to meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses.]*

[(2) *In this Act, **good-quality**, in relation to local infrastructure, local public services, and performance of regulatory functions, means infrastructure, services, and performance that are—*

(a) *efficient; and*

(b) *effective; and*

(c) *appropriate to present and anticipated future circumstances.”*

## **Financial status**

As part of the development of the 2016-2021 RATA Business Plan, a financial budget has been prepared indicating the annual cost of RATA. This includes an allowance for the recovery of overheads to RATA of support services provided by Waipa District Council, (such as IT, HR, finance, etc). The annual cost of RATA is anticipated as being \$942,500 with all costs recovered from those councils who choose to participate in RATA. The cost for Otorohanga District Council to participate in RATA is expected to be \$79,000 per year which can be funded from the council's subsidised roading programme, meaning the local share (funded from rates) will be approximately \$34,760 in 2016/17. This sum has been included in the 2016/17 annual plan.

The RATA Business Plan has been prepared based on the current level of participation in RATA, but it will be reviewed to adjust expenditure and costs if the level of participation changes.

## **Assessment of Significance and Engagement**

This proposal is not considered significant in accordance with Council's significance policy. However the work is considered important to the Mayoral Forum and the NZ Transport Agency. As such, a visit to each participating council is being undertaken in February and March 2016 to ensure high levels of support for the proposal are achieved.

## **Benefits for Otorohanga District**

Currently Council is required by NZTA to undertake a biennial road roughness and condition survey at a cost of between \$50,000 to \$60,000. Currently Council roading staff are not making full use of the information resulting from this survey which together with traffic count information and historic details in the RAMM database can be used to determine the projected pavement renewal and reseals requirements, generally termed a forward works programme.

NZTA are making it clear that the RAMM forward works programme is an integral piece of determining the business case required to be completed by each RCA for NZTA to properly assess future funding applications. We do not currently have the in-house capability to fully undertake the calculation of a forward works programme from RAMM.

The Pavement valuations required to determine the annual value of depreciation are now undertaken in RAMM but currently require assistance from external consultants to complete the process as there is insufficient house capability to complete this process with confidence.

The current costs for RATA at around \$22,000 cover the procurement, project management and advice on the existing joint Traffic Counting and Road Roughness and Condition surveys already being undertaken through RATA. Other good work on regional consistency for RAMM, Asset Management and implementation of ONRC is also provided by RATA from the existing budget.

The increased budget is proposed to provide each Council with additional specialist RAMM asset management skills. The provision of these skills will enable forward works programme and pavement valuations amongst other high level asset management processes which are expected to improve the general performance of the Activity Management Plan and of the road assets themselves.

**Martin Gould**  
**ROADING MANAGER**

**ITEM 283: REVIEW OF STOCK UNDERPASS UPGRADE POLICY**

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

**From: Roding Manager**

**Date: 15 March 2016**

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**Relevant Community Outcomes**

- The Otorohanga District is a safe place to live
  - Ensure services and facilities meet the needs of the Community
  - Promote the local economy and opportunities for sustainable economic development
  - Recognise the importance of the Districts rural character
- 

**Executive Summary**

The Otorohanga District stock movement bylaw as updated in 2014 (replacing the similar 2006 bylaw) includes as appendix II the policy on upgrading of existing or proposed at-grade stock crossings to an underpass. An assessment based on individual and collective risk has been carried out to identify those sites which should be upgraded to address damage to road surfaces, creation of unsafe driving conditions, excessive delay to road users and general nuisance including contamination of vehicles.

The policy also includes a timeline calculation to define when each stock crossing should be upgraded, with the final date for all existing at-grade crossings to have been upgraded by August 2016.

Most stock crossing operators have complied with the bylaw, with one remaining crossing which should have been immediately upgraded in 2010. The operator of this crossing has been in discussion with council over construction of an underpass, and last year made a building consent application which was subsequently withdrawn for financial reasons. It is the understanding of staff that this underpass is proposed to be constructed this year although no formal applications or confirmation has been received.

There are also five other stock crossings which should have been upgraded at various dates between April 2011 and December 2015. Three more crossings are due to be upgraded this calendar year, and these are the last of those which the bylaws require to be upgraded.

In the current financial conditions for dairy farmers it is considered that the hardship which may result from the expense of construction of an underpass is disproportionate to the effects of not constructing the underpass, which are considered to be relatively minor.

It is proposed to offer some relief to the stock crossing operators by granting approval for the time period for construction to be extended to June 2018, without the application of penalties as provided in the bylaw being applied.

An exception of the provision of this relief will however be made in respect of the crossing that should have been upgraded in 2010. In this case there has been ample opportunity for the required work to be completed (including a number of high dairy payout years) and there can be no justification for substantial further deferral.

## Staff Recommendation

It is recommended:

- a) That stock crossing sites with an index score between 10,000 and 29,000 as calculated in appendix II of the 2014 Stock Movement Bylaw are granted an extension of time for installing a stock underpass until 30 June 2018, to be reviewed in April 2017, beyond which point either the activity is ceased or penalties are enforced.
- b) That stock crossing sites with an index score between 10,000 and 29,000 are granted a stay on the penalties as included in the 2014 Stock Movement Bylaw: section 11, until 1<sup>st</sup> July 2018.
- c) That the operator of the stock crossing point at RP3.12 Rangiatea Road (previous permit # 31) be granted an extension of time for installing a stock underpass until 30 June 2017, beyond which point either the activity is ceased or penalties are enforced.
- d) That the operator of the stock crossing point at RP3.12 Rangiatea Road (previous permit # 31) is granted a stay on the penalties as included in the 2014 Stock Movement Bylaw: section 11, until 1<sup>st</sup> July 2017.

## Report Discussion

### Background on need for stock underpasses

The Otorohanga District Stock Movement Bylaw (2014) outlines the general controls intended to reduce damage caused to carriageways by animal droppings, and minimise inconvenience, nuisance and potential danger to road users. Appendix II of the bylaw includes the Council Policy which sets out the circumstances where the collective risk to road users is sufficiently great that a stock underpass is mandatory to allow stock to cross a public roadway (see copy attached as appendix I) In recent years thirteen new stock underpasses have been completed across the district in response to the bylaw in 2006.

Each stock crossing location is assessed based on the average daily traffic volume, herd size and numbers of days per year a crossing will be used to generate an assessment index. The value of this assessment index is used to define the need for a stock underpass (or overbridge) as defined in the table below;

| Index value      | Actions required                           |
|------------------|--|
| 30,000 and above | Immediate installation of an underpass     |
| 10,000 to 29,999 | Underpass to be constructed to a timetable |
| 0 to 9,999       | No underpass required                      |

Table 1: Actions required for development of a stock underpass based on index score

Stock underpass construction is supported by Council with a small financial assistance package from the minor improvements account (supported with NZTA funding)

Of the crossing points assessed at 30,000 and above, all the farmers but one have either constructed a stock underpass, or changed their farm practices to remove or reduce the crossing point need.

The one remaining stock underpass not meeting the conditions of the bylaw for index values 30,000 and above is at the MacLennan farm RP3.12 Rangiatea Road (index score 37,249) who has been in discussions with Council since 2010 when the underpass was initially required. The site is difficult for underpass construction with high ground water levels and the farmer has not wanted to change their farm management processes. An application for an underpass

construction was received in May 2015 but due to financial constraints no further progress was made in that year. It is the understanding of staff that construction of that stock underpass is due this year. To date the issue of penalties has not been raised with the crossing operator.

$\$10,000 + (6 \text{ years} \times 80 \text{ days use per year} \times \$150 \text{ per Time}) = \$82,000 \text{ maximum}$

Of the stock crossing points assessed between 10,000 and 29,999 eight remain for conversion from an at-grade stock crossing to an underpass (or overbridge) as shown on the table below;

| Index value | Due date for installation | Road & RP              | VPD  | Stock numbers | Days used / year |
|-------------|---------------------------|------------------------|------|---------------|------------------|
| 10082       | 2016                      | 18.37 Otewa Road       | 115  | 320           | 100              |
| 10356       | 2016                      | 2.02 Mangawhero Road   | 315  | 60            | 200              |
| 10124       | 2016                      | 8.58 Puketarata Road   | 143  | 340           | 76               |
| 10959       | 2015                      | 2.85 McLean Road       | 80   | 500           | 100              |
| 11219       | 2015                      | 7.56 Rangiatea Rd      | 364  | 250           | 45               |
| 11717       | 2015                      | 8.11 Tauraroa Road     | 66   | 270           | 240              |
| 14834       | 2014                      | 3.01 Wharepuhunga Road | 1105 | 140           | 35               |
| 14901       | 2014                      | 2.79 Wharepuhunga Road | 1110 | 140           | 35               |

Table 2: Summary of stock crossing points due for conversion to underpass

#### Timing of remaining underpass construction

The 2014 bylaw included a methodology to determine the time for completion of new underpass construction between index scores of 10,000 and 29,999 as follows;

$31 \text{ August } 2006 + [2 + (80,000 / \text{assessment index})] \text{ (years)}$

This provides a date range of 30 April 2011 to 31 August 2016 for the completion of the upgrading of at-grade stock crossings to underpasses, with the end date only six months away.

There are currently no applications with Council for construction of the eight remaining underpasses.

The general comment from farmers contacted in regard to installation of underpasses is that the current financial situation precludes the investment of \$60,000 to \$80,000 to construct a new stock underpass.

#### Penalty for not meeting the bylaw conditions

The appendix II Policy for underpass requirements states that once the date for any underpass which is required has been set, then no new stock crossing permit can be issued, beyond that set date. The potential penalty for not constructing an underpass therefore defaults back to the bylaw penalties in section 11, that being a fine not exceeding \$10,000 and where the breach is a continuing one, to a further fine not exceeding \$150 for every day on which the breach occurred.

Each of the farmers operating a stock crossing in the district which was required to be upgraded were written to in September 2014, and this correspondence was followed up with a telephone call. The farmers were reminded of their requirements for upgrading, and issued with a copy of the 2014 bylaw and a copy of their original stock crossing permit. None of the crossing users have been specifically advised of potential penalties which could be applied.

## Current Dairy Industry issues

The much publicised Fonterra milk solids return last year was much lower than previous years and below the original forecast pay-out. The forecasts for this year are similarly low with no rebound predicted for the short term. There is considerable talk of the potential financial difficulty for many dairy farmers, and the stress this entails. It can be assumed that a significant reduction in spending by dairy farmers will also create an impact on the local farm support industries including several businesses in the Otorohanga District.

## Proposal to revise construction timetable

It is proposed that Council consider granting a stay on the policy conditions relaxing the requirement for all at-grade stock crossings to have been upgraded to stock underpasses, until 30<sup>th</sup> June 2018 for all crossings with an index value between 10,000 and 29,999. This position would need to be reviewed once again in 12 months' time in relation to the Fonterra milk solids forecast. It is also proposed to confirm that penalties which could have been applied between the required installation date and the revised date will **not** be considered.

## Effects of not constructing underpasses

### 1: Effects on the road pavement

Animal waste is known to have a detrimental effect on the chip seal surfacing of roads, often causing the bitumen to break down and for the chip to strip away from the road surface. The possible effect is for the seal surface to become porous and allow water into the pavement causing accelerated pavement damage, and for additional maintenance costs to be accrued. The small number of sites involved as a result of the bylaw required timing schedule results in only a small risk of increased maintenance costs and for a period of two years can be considered to be insignificant.

### 2: Effects on road safety

Stock crossings at road grade generate two safety issues, potential for vehicle impacts with stock and potential for reduced road traction, both from the loss of seal chip and the deposits of animal waste on the road surface.

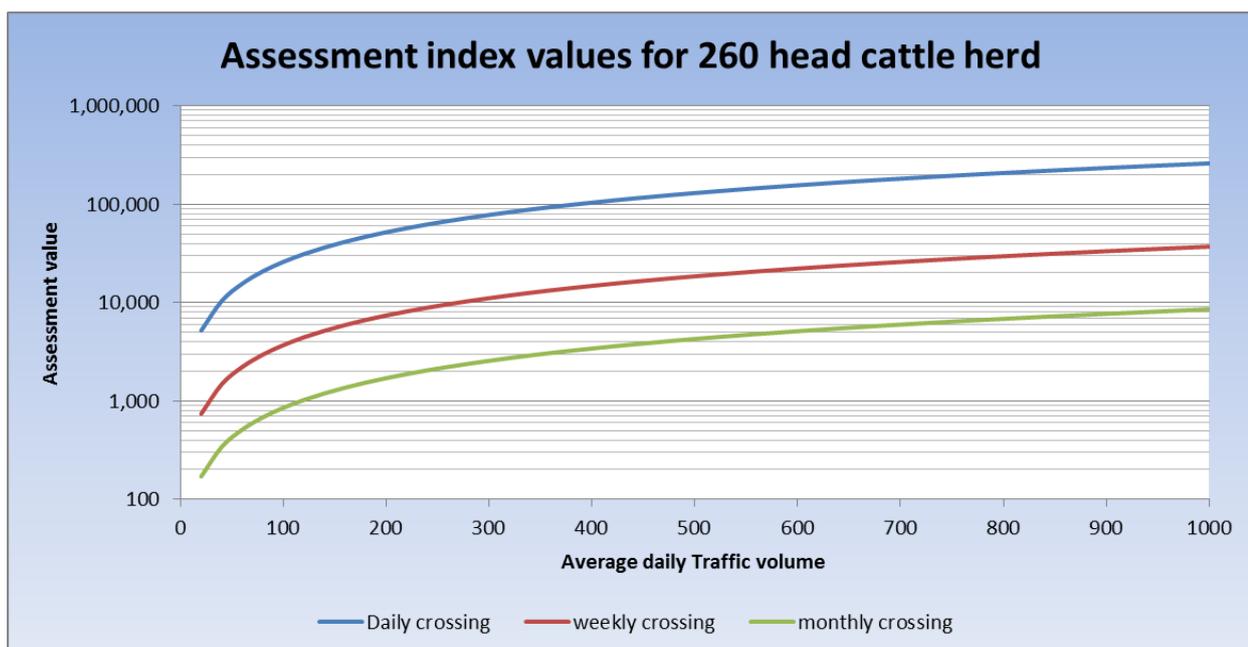
The crash statistics do not indicate that there is a current issue with loss of control due either to stripped pavements at stock crossings, or from effluent on the road causing a slippery surface. Similarly there is no recorded crash history of vehicles striking stock while using an at grade stock crossing.

The threshold index score of 10,000 was based on what was considered to be reasonable, as not scientific information was available to establish a suitable risk level. The following table and graph show the calculated assessment index for a herd size of 260 (which is the average for all stock crossings in the district) by traffic volumes in the range which occur across our District and stock crossing use frequency.

The index value effectively calculates the collective risk by combining the individual risk (size of herd and number of days crossing = chance of encountering stock on the road) with the total exposure through traffic volume and an index value of 10,000 to 30,000 is very much at the lower end of the scale for the traffic volumes in the district.

| Traffic volume, vehicles per day | Monthly crossings | Weekly crossings | Daily crossings |
|----------------------------------|-------------------|------------------|-----------------|
| 20                               | 171               | 741              | 5,200           |
| 50                               | 427               | 1,852            | <b>13,000</b>   |
| 75                               | 641               | 2,778            | <b>19,500</b>   |
| 100                              | 855               | 3,704            | <b>26,000</b>   |
| 200                              | 1,710             | 7,408            | 52,000          |
| 300                              | 2,564             | <b>11,112</b>    | 78,000          |
| 400                              | 3,419             | <b>14,816</b>    | 104,000         |
| 500                              | 4,274             | <b>18,521</b>    | 130,000         |
| 600                              | 5,129             | <b>22,225</b>    | 156,000         |
| 700                              | 5,984             | <b>29,929</b>    | 182,000         |
| 800                              | 6,838             | <b>29,633</b>    | 208,000         |
| 900                              | 7,693             | 33,337           | 234,000         |
| 1000                             | 8,548             | 37,401           | 260,000         |
| 1100                             | 9,403             | 40,745           | 286,000         |

Table 3: Stock underpass assessment values for a herd of 260



The risk of a crash resulting from an at-grade stock crossing is relatively low and it is reasonable to conclude that allowing the crossing to continue for a short period is not unduly exposing the motoring public to harm.

### 3: Effects on amenity levels

One of the effects of at-grade stock crossings is the general amenity reduction from animal waste either on the roadway or roadside following each use. Although complaints about stock crossings are received by Council, it tends to be in relation to either unpermitted or very infrequent use locations and not the crossings in the mandatory upgrade list.

It is unlikely that an extension to the period of use of the existing at-grade stock crossings will cause public concern for amenity levels.

### Financial impact

The potential financial impact to Council resulting from extending the period for converting at-grade stock crossings to underpasses is a very small additional sealed pavement maintenance cost which would make no noticeable impact on the land transport accounts.

### Consultation

It is the opinion of staff that as a Policy included within a bylaw, the stay of application of the requirement for completion of an underpass does not require public consultation.

### Communication

A public notice in the local papers, advertisement on the Council website as well as individual letter to all existing permit holders and those who are on the upgrade list is also considered appropriate method of communicating this change in the policy.

**Martin Gould**  
**ROADING MANAGER**

### **Attachments**

- a. Otorohanga District Bylaw 2014: Appendix II Council policy – Underpass requirements

## **APPENDIX 2**

### **Council Policy - Underpass Requirements**

#### **Purpose**

The purpose of this policy is to define those circumstances in which parties causing animals to cross roads within the Otorohanga District will be required to make use of an underpass (or bridge) for such road crossing purposes.

#### **Policy Objectives**

The objective of this policy is to ensure that activities requiring animals to cross roads are not likely to result in ongoing unacceptable levels of damage to road surfaces, creation of unsafe driving conditions, excessive delay to road users and general nuisance, including contamination of vehicles.

It is believed that for lesser stock crossing activities it is realistic to expect that these objectives can be achieved through use of an 'at grade' crossing, operated in accordance with relevant provisions of Council's Stock Movement Bylaw.

As the scale of the crossing activity (or the level of traffic on the road) increases it does however become less likely that these objectives can be achieved through use of an 'at grade' crossing, and it is therefore prudent to establish requirements for use of underpasses or bridges in some circumstances.

## General Policy Principles

The policy is intended to address its objectives by imposing requirements for construction of a Council approved stock underpass or bridge (hereafter collectively referred to as 'underpass') where the use of an 'at grade' stock crossing is judged to be unsatisfactory in respect of the potential adverse effects described under the Policy Objectives.

It is considered that the extent of these potential adverse effects of an 'at grade' stock crossing is largely dependant upon the following factors:

- Volume of vehicular traffic on the road being crossed;
- Number of animals crossing the road;
- Frequency of crossing use.

Requirements for installation of underpasses will be based upon evaluation of an 'Assessment Index' for each crossing calculated as follows:

**Assessment Index** =  $A \times B \times C / 365$ , where

A = Assessed average daily traffic count on road being crossed (based on Council's traffic count data).

B = Maximum number of animals in herd crossing road. If the herd is moved across the road in a number of separate movements this is the sum of all animals in those separate movements.

C = Maximum number of days in any one year during which the herd will be crossing the road.

The following rules shall apply:

1. An underpass shall be immediately required for any new stock crossing (not currently holding a valid crossing permit) that has a calculated Assessment Index of 30,000 or more. Applications for stock crossing permits for such crossings shall be declined.
2. If the calculated Assessment Index is greater than or equal to 10,000 but less than 30,000 then an underpass will be required to be installed within a specified period. The length of this period will be calculated as follows:

**Underpass Requirement Period (Years)** =  $2 + (80,000 / \text{Assessment Index})$

and the period shall commence from 31 August 2006, this being the date on which provisions to this effect were first implemented through the Otorohanga District Council Stock Movement Bylaw 2006.

3. To be granted a permit for an 'at grade' stock crossing the crossing must be able to satisfy all of the relevant general conditions of the Bylaw and the crossing permit, regardless of whether or not an underpass may be required at some time in the future.
4. If a first application for a permit for a new crossing activity is made (or was made under the Otorohanga District Council Stock Movement Bylaw 2006) after the date calculated for underpass installation in respect of that activity has either already been passed, or if the calculated date for underpass installation is less than eighteen months after the date on which the crossing permit becomes effective, then a period of two years from the date of this first application will be provided for installation of an underpass, if the Assessment Index for that crossing activity is equal to or above 10,000 but less than 30,000. If the Assessment Index is 30,000 or above an underpass will be required immediately.
5. Once a requirement for an underpass has been set under this Bylaw (or the previous Stock Movement Bylaw 2006), the date by which this underpass is required to be installed shall not be changed as a result of any further applications for crossing permits in respect of this activity, unless there is, in the opinion of Council's Engineering Manager, clear evidence that the extent of the crossing activity has significantly changed relative to that for which the initial application was made.

6. Where a requirement for an underpass is set, the holder of the crossing permit shall be responsible for the cost of establishing such an underpass, excepting the subsidy component provided by Council as described in Appendix 1.
7. Periodic inspections will be used to check the continuing validity of the data contained in the initial crossing permit application. Should significant differences be observed between the actual crossing activity and the details contained in the application Council may, at its discretion, revise the permit conditions or revoke the permit.

### **Example**

*A herd with a maximum of 300 cows crosses a road with an assessed traffic count of 120 vehicles per day. The crossing will be used on a maximum of 200 days per year.*

$$\text{Assessment Index} = 120 \times 300 \times 200 / 365 = 19,726$$

*As this value is greater than 10,000 an underpass will be required. The period within which the underpass is required to be installed is calculated as follows:*

$$2 + (80,000 / 19,726) = 6.05 \text{ years (2209 days)}$$

*This period commenced on the 31<sup>st</sup> August 2006. In this case the underpass is required to be installed by not later than 6.05 years after this date, which would be 18 September 2012.*

This date has now passed. If an application had previously been made for this crossing well before this date and a permit for an 'at grade' crossing issued, the permit would have expired on this date.

If however this was a new crossing activity, then rule 4) above would apply, and a period of two years from the date of application for the crossing permit would be granted for the required installation of the underpass.

**ITEM 284: ROAD LEGALISATION PART BAYLEY ROAD – SO 49517 AND SO 49518**

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

**From: Engineering Manager**

**Date: 15 March 2016**

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### **Relevant Community Outcomes**

- Manage the natural and physical environment in a sustainable manner
- 

### **Executive Summary**

Council has documents requiring consent to legalising part of Bayley Road being a length of 1300 metres in the vicinity of Loop Road.

The section of road was realigned in 1975 and this action is to correct the legal alignment to coincide with the current physical location of the road.

The property owners involved are:

ACM & PE Twyford  
BH & CA Watkinson  
GL & S Blackler  
PK & KEM Symes

The consent relates to land to be acquired for road, land to be acquired for severance, and road to be stopped and vested in adjoining properties.

### **Staff Recommendation**

It is recommended that:

1. The Otorohanga District Council hereby consents to the Minister of Land Information declaring:
  - a. Pursuant to Sec 114 of the Public Works Act 1981 the land described in the **First Schedule** below to be road vested in the Otorohanga District Council.
  - b. Pursuant to Sec 116 and 117 of the Public Works Act 1981 the road described in the **Second Schedule** below being stopped and vested in the adjoining properties by way of amalgamation with the titles listed and being subject to existing mortgages recorded on the titles.
  - c. Pursuant to Sec 119 of the Public Works Act 1981 the land described in the **Third Schedule** below be acquired for severance from CFR SA33D/791 and amalgamated with CFR SA1787/49.

## South Auckland Land District – Otorohanga District

| <b>First Schedule - Land to be Declared Road</b> |                    |               |                   |
|--|--------------------|---------------|-------------------|
| <i>Area</i>                                      | <i>Description</i> | <i>Title</i>  | <i>Owners</i>     |
| 176m <sup>2</sup>                                | A on SO 49517      | CFR 306280    | ACM & PE Twyford  |
| 1063m <sup>2</sup>                               | B on SO 49517      | CFR SA1787/49 | BH & CA Watkinson |
| 74m <sup>2</sup>                                 | D on SO 49517      | CFR SA1787/49 | BH & CA Watkinson |
| 2191m <sup>2</sup>                               | F on SO 49517      | CFR SA33D/791 | GL & S Blackler   |
| 295m <sup>2</sup>                                | J on SO 49518      | CFR SA33D/791 | GL & S Blackler   |
| 230m <sup>2</sup>                                | K on SO 49518      | CFR SA33D/791 | GL & S Blackler   |
| 17m <sup>2</sup>                                 | L on SO 49518      | CFR SA33D/791 | GL & S Blackler   |
| 169m <sup>2</sup>                                | N on SO 49518      | CFR 1787/48   | PK & KEM Symes    |
| 65m <sup>2</sup>                                 | R on SO 49518      | CFR 1787/48   | PK & KEM Symes    |
| 17m <sup>2</sup>                                 | M on SO 49518      | CFR 1794/40   | PK & KEM Symes    |
| 538m <sup>2</sup>                                | Q on SO 49518      | CFR 1794/40   | PK & KEM Symes    |

| <b>Second Schedule – Road to be Stopped and Vested by Amalgamation in Adjoining Properties</b> |                    |               |                   |
|--|--------------------|---------------|-------------------|
| <i>Area</i>  | <i>Description</i> | <i>Title</i>  | <i>Owners</i>     |
| 2527m <sup>2</sup>   | C on SO 49517      | CFR SA1787/49 | BH & CA Watkinson |
| 1134m <sup>2</sup>   | G on SO 49517      | CFR SA33D/791 | GL & S Blackler   |
| 134m <sup>2</sup>  | E on SO 49517      | CFR SA33D/791 | GL & S Blackler   |
| 143m <sup>2</sup>  | O on SO 49518      | CFR 1794/40   | PK & KEM Symes    |
| 583m <sup>2</sup>  | P on SO 49518      | CFR 1787/48   | PK & KEM Symes    |

| <b>Third Schedule – Land to be Acquired for Severance</b> |                    |               |                 |
|---|--------------------|---------------|-----------------|
| <i>Area</i>   | <i>Description</i> | <i>Title</i>  | <i>Owners</i>   |
| 570m <sup>2</sup>   | I on SO 49517      | CFR SA33D/791 | GL & S Blackler |

- The Mayor and Chief Executive of Otorohanga District Council be authorised to sign and seal any documentation necessary to legalise plan SO 490517 and SO 49518.

### Report Discussion

These legal actions are to correct the property boundaries and make them coincide with the adjustments made to the alignment of Bayley Road in 1975. Consultations have been undertaken with the current owners whose properties the road passes over and compensation agreements have been obtained.

The details are as follows:

#### **ACM & PE Twyford**

There is one area 176m<sup>2</sup> of land to be acquired from the owners and there is no land to be vested. The agreement with the owners is that Council will pay the sum of \$704 (plus GST if payable) as compensation for their land loss. This is based on an indicative land value of \$40,000/ha. There is no new fencing involved.

### **BH & CA Watkinson**

There are two areas of land totaling 1137m<sup>2</sup> to be acquired from the owners for road.

There is one area of existing legal road 2527m<sup>2</sup> and one area of severance 570m<sup>2</sup> to be vested in the owners.

The agreement with the owners is that there will be no cost for the land to be acquired for road and no cost for the land to be vested in the owners. This is based on an agreement reached with the then owner of the land at the time of the construction of the road deviation.

### **GL & S Blackler**

There are four areas of land totaling 2733m<sup>2</sup> to be acquired from the owners for road. There is one area of severance 570m<sup>2</sup> to be acquired. There are two areas of road to be stopped of 1268m<sup>2</sup> and vested in the owners. This gives a net land loss of 2035m<sup>2</sup> for the owners.

The agreement with the owners is that Council will pay compensation of \$6,000 (plus GST if applicable) for the net area loss. This is based on a land value of \$30,000/ha. There is no new fencing involved.

### **PK & KEM Symes**

There are four areas of land totalling 789m<sup>2</sup> to be acquired from the owners for road. There are two areas of road to be stopped totalling 726m<sup>2</sup> to be vested in the owners. This gives a net area loss of 63m<sup>2</sup>.

The agreement with the owners is that there will be no cost for the land to be acquired for road and no cost for the land to be vested in the owner. There is a stock underpass on Bayley Road that is leased by the owners and a new Lease for Land under Road will need to be prepared because of these legal changes. Council has agreed to meet the legal cost of the new lease as the need is generated by the legal changes. There is no new fencing involved or any other physical works required.

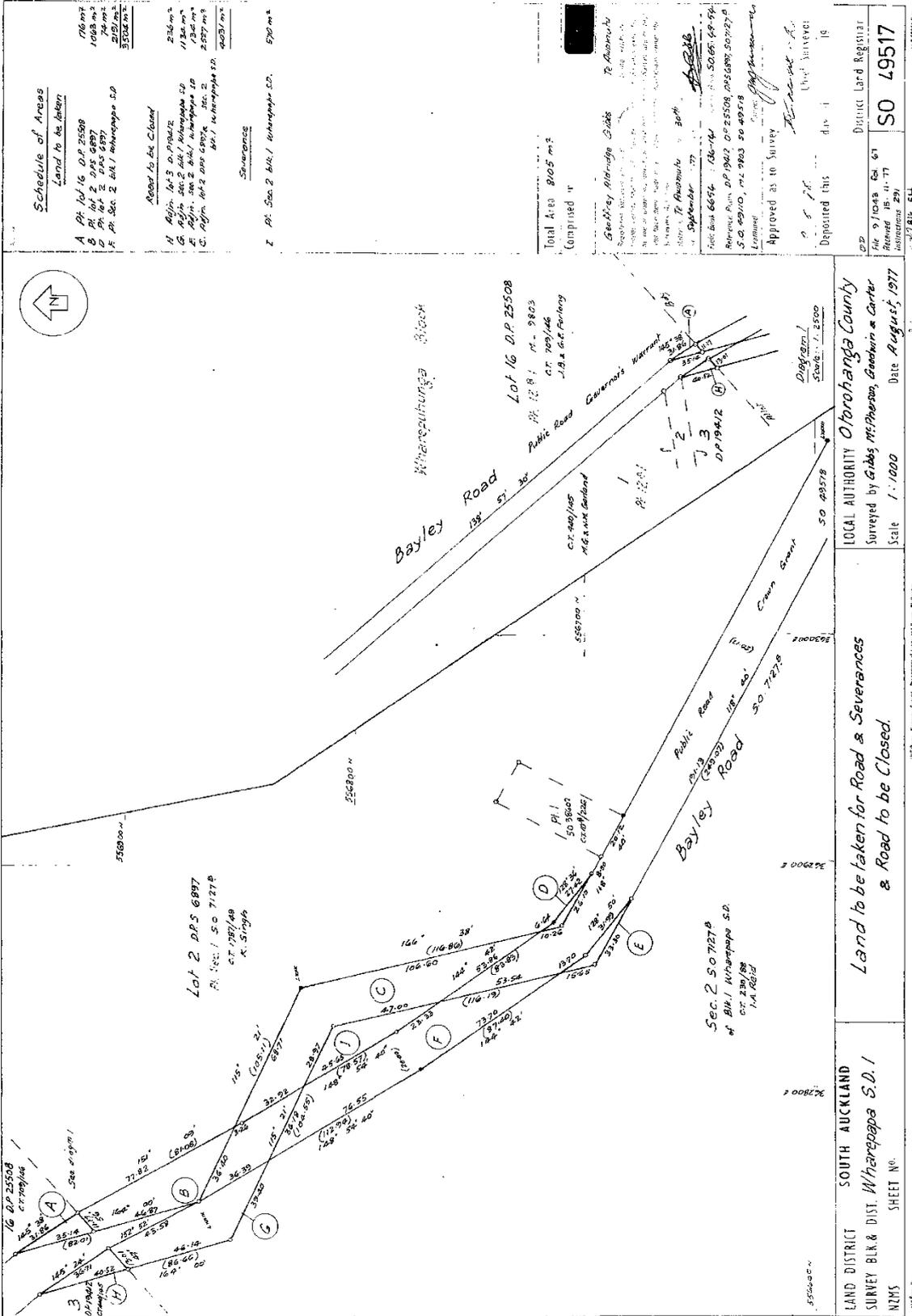
### **General**

As is standard practice, Council is meeting all survey and legal costs associated with the road legalisation along this section of Bayley Road.

**Roger Brady**  
**ENGINEERING MANAGER**

### **Attachments**

- a. SO 49517
- b. SO 49518



**Schedule of Areas**  
**Land to be taken**

A Pt. 16 D.P. 25508 176 m<sup>2</sup>  
 B Pt. 16 D.P. 25508 1028 m<sup>2</sup>  
 C Pt. 16 D.P. 25508 74 m<sup>2</sup>  
 D Pt. 16 D.P. 25508 202 m<sup>2</sup>  
 E Pt. 16 D.P. 25508 202 m<sup>2</sup>

**Road to be Closed**

H Right of Way D.P. 19412 236 m<sup>2</sup>  
 G Right of Way D.P. 19412 134 m<sup>2</sup>  
 F Right of Way D.P. 19412 134 m<sup>2</sup>  
 I Right of Way D.P. 19412 202 m<sup>2</sup>  
 J Right of Way D.P. 19412 202 m<sup>2</sup>

**Severance**

K Pt. 204/145 Wharepapa S.D. 570 m<sup>2</sup>

Total Area 8105 m<sup>2</sup>  
 (comprised of)

**Bayley Road** To Auckland  
 Registered under the Land Transfer Act 1952  
 as a Public Road  
 The width of the road is 12.00 m  
 The road is shown on the Survey Plan  
 as a Public Road  
 The road is shown on the Survey Plan  
 as a Public Road  
 The road is shown on the Survey Plan  
 as a Public Road

**Wharepapa S.D.**  
 Registered under the Land Transfer Act 1952  
 as a Section  
 The area of the section is 570 m<sup>2</sup>  
 The section is shown on the Survey Plan  
 as a Section

Approved as to Survey  
 Deposited this 15th day of February 1977  
 Deponent  
 District Land Registrar

DP 19412  
 DP 25508  
 DP 25508  
 DP 25508

**LOCAL AUTHORITY Otorohanga County**  
 Surveyed by GIBBS McPHERSON, GEORGE & CARTER  
 Scale 1:1000 Date August, 1977

**Land to be taken for Road & Severances**  
 & Road to be Closed.

**SOUTH AUCKLAND**  
 SURVEY BLK & DIST. Wharepapa S.D. 1  
 NZMS SHEET NO. 5564000

10 FEB 1977





**ITEM 285: OTOROHANGA DISTRICT DEVELOPMENT BOARD REPORT – FEBRUARY 2016**

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

**From: Otorohanga District Development Board**

**Date: 15<sup>th</sup> March 2016**

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### **Relevant Community Outcomes**

- Ensure services and facilities meet the needs of the Community
  - Provide for the unique history and culture of the District
  - Promote the local economy and opportunities for sustainable economic development
  - Foster an involved and engaged Community
- 

### **Executive Summary**

The activities of the Otorohanga District Development Board for the period of 1 July 2015 to 31 December 2015 are outlined below by the Chairperson.

### **Staff Recommendation**

It is recommended that:

The Otorohanga District Development Board report for the period be received.

### **Report Discussion**

#### **MEMBERSHIP**

Following on from the AGM in October, 2015, membership and portfolios remain unchanged. Minutes Secretary, Marie Greggains has resigned after many years of service to the Board. Teresa Ferguson will fill that role [as she has done intermittently] until such time as a new minute secretary is appointed. The Board awaits the outcome of Council's District Development Strategy and ODDB review before doing so.

#### **OTOROHANGA I-SITE / KAWHIA INFORMATION CENTRE**

Both centers are operating on Summer hours with record numbers through the doors in Otorohanga.

I Site staff have been very busy during this period [July 1 to December 31] .....

- hosted a rail excursion for 51 passengers to the Chateau;
  - the manager attended the I Site Conference in Whangarei;
  - increases in merchandise and ticket sales compared to sales for the same period the previous year;
  - organised the return of Wiki for the summer holidays;
  - 967 children came to Otorohanga for Kiwiana programme [456 in same period the previous year]
  - visitor numbers 8135 [using recently purchased door counter] compared with 3984 for same period the previous year;
  - caught a thief on the security cameras installed the previous year.
- Any Health and Safety issues are now included in the monthly report to the Board.
-

The manager recently drew our attention to the unsightly view that tourists see when they park at the rear of the ISite. As a result, I have approached Council to investigate screen fencing along that boundary.

The numbers for Kawhia for the period - 1102 but there has been a significant increase in numbers over the January/February holiday period. One of the information officers has had serious health issues but they have managed to find appropriate staff to fill in when needed.

### **KAI FESTIVAL**

The organising committee under the leadership of Marj Kaati ran another superb festival again this year on February 6. They are to be congratulated for their passion, drive and efforts. The weather was obliging in Kawhia that day and visitors were still pouring in well into the afternoon. ODDB has yet to receive any official report with numbers, but according to an article in the Waitomo News, more than 5000 attended.

### **WEB SITES**

Website stats are not available as we have just changed hosts and the latest figures are not available yet. The new stats will be radically different because it is a different system.

[www.otorohanga.co.nz](http://www.otorohanga.co.nz) website has been successfully upgraded and went live late last year and is very impressive. Many thanks to Liz Cowan for her tireless efforts working with the designers to produce such a great result.

This is a district website and includes Kawhia information / photos etc.

At our February meeting the Board has approved funding for an upgrade of [www.kiwianatown.co.nz](http://www.kiwianatown.co.nz), which will include making it mobile friendly as well.

### **KIWIHOUSE**

At our October meeting last year, ODDB received an application to support the strategic development of the KiwiHouse and approved a grant of up to \$40000 for a Strategic /Business/ Landscape plan, with conditions re time frames etc. As the scope of the project has grown from the Landscape Plan initially requested [to support the KH Pest and Predator Proof Fence Initiative] the KH requested that the funds be reallocated to Council for the commissioning of the strategic planning process for this key community asset. The KH is running a separate fundraising campaign for the new perimeter fence.

### **PROJECT KIWIANA [Marain Hurley - Chairperson, Project Kiwiana Committee]**

**The Wall of Fame:** Now firmly rebranded as "Otorohanga, It's Our Story", this project has taken more time than was forecasted. The first 10 stories were installed last October; the next 10 have been selected and are due for release at the end of March; the final 10 should be in situ by the end of July 2016.

Thus far, PK has succeeded in acquiring \$7500 through grants, donations and gifts in kind for this project. The committee is hopeful of a positive response from the Lottery Community.

**Kiwiana Playground:**

PK intends to ask Roktopus Ltd [NZ playground manufacturing company] to investigate a second, lower cost option. This project will simmer until there are a few options to select from and then a formal presentation will be made to ODC, OCB, ODDB and interested parties.

The local Community advisor/Operations Manager from the Department of Internal Affairs had a brief visit and tour of Otorohanga. She was impressed by the community spirit, passion and the many exhibits on display. Should PK proceed with this project, she shared ideas on how to approach big funders and in fact, offered to help. She advised that if PK is to acquire big money from external funders, it is imperative that there is firstly a financial commitment from the local council.

**Town Clock:** PK has decided to delay moving the clock to its new location until the repair work to the roof of the walkway is complete.

## **YOUTH INITIATIVES [Kylie Mouat –Feb 2016]**

Otorohanga's youth programmes are still in a state of flux as more research is conducted into the best way forward. A decision was made last year to collaborate with Waitomo District Council to develop youth programmes that would serve both districts. This decision was made with appreciation for the very similar challenges faced by both districts and therefore the need for very similar solutions.

Consultant, Dave White, from Governance and Management Solutions, was engaged in December 2015 to develop a roadmap for the future. So far, he has conducted in-depth interviews with over 50 employers across both districts and through these discussions, he has identified some key areas of focus. Many of these key areas are in-line with the direction we were heading, which is very pleasing.

The lack of a driver licensing programme with a sustainable funding model is an ongoing concern and area of focus for both districts, as is more education and support for employers to give them more confidence to employ youth.

Dave White's contract terminates soon, by which point a clear framework for future programmes will be developed. With this in hand, the Board will be able to approach external funders.

Meanwhile, the Trade Training Centre has 11 students enrolled for this year. Of those that completed the course in 2015, xx have secured employment. There are also xx students who participate in the Apprentice Support Programme.

Andrew Giltrap is also currently investigating the potential to set up an ITA.

The Youth Initiatives portfolio is hugely demanding of time, energy and passion from the team of Andrew Giltrap, Kylie Mouat and the Mayor and I thank them most sincerely for their contribution to our youth.

## **OTHER PROJECTS**

### **District Promotion :**

The Board invited NZME Regional Manager, Grayson Bell, to attend our February meeting to advise and present potential options as to how we might lift the perception of Otorohanga as a place to visit, live or do business. He outlined a number of possibilities as to how this might be achieved via a multi media approach, with targeted marketing, mainly through print and using radio to reinforce the message, as well as a small digital component . He presented 3 generic concepts with differing costs. The Board discussed a budget of up to \$25000 for the year and decided to ask Mr Bell to come back with a firm plan / proposal tailored to that amount. Kylie Mouat will liaise with him. Dave Clibbery attended he presentation and Max briefly outlined the draft District Development Strategy. Some Board members were challenged by this and the Board looks forward to further consultation with Council re this strategy.

### **Advertising Subsidy :**

There has been a steady number of applications for this subsidy from new businesses or businesses under new ownership. ODDDB intends to continue the subsidy for the College again this year, if required.

## **FINANCIALS :**

As a result of having a funding application declined [for the first time] because our accounts were reviewed, not audited, the Board made the decision last year to appoint auditors for our annual accounts. This process has finally been completed and the accounts signed off, thanks to a huge effort from our finance portfolio holder, Bob Strawbridge. Bob has also investigated alternative accounting systems and recommended that the accounts package be moved to MYOB Essentials Online in order that all parties who need to, can access the accounts. This will be much more efficient and less time consuming than the present system.

**CONCLUSION :**

ODDB is very conscious of the need to keep our district vibrant and to grow our population and economic heart. With this in mind, the Board is always looking for opportunities and ways to advance its economic development as per our constitution and Service Agreement with Council. Such is the reasoning behind the investigation into the promotion of the district through a marketing campaign as outlined above. Results may be very difficult to quantify, but the Board strongly believes that there is a great need to do something to reverse the decline already occurring in rural New Zealand.

Deb Pilkington

**CHAIR – OTOROHANGA DISTRICT DEVELOPMENT BOARD**

**ITEM 286: ODC MATTERS REFERRED FROM 16 FEBRUARY 2016**

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

**From: Governance Supervisor**

**Date: 15 March 2016**

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### **Executive Summary**

#### **1. HIS WORSHIP**

20 October 2015

- i. To follow up on the suggestion for a future Council meeting to be held on a local Marae in the District.

#### **3. ENVIRONMENTAL SERVICES MANAGER**

15 December 2015

- i. To investigate and report back to Council concerning naming rights for private roads (Broadview Estate).

#### **4. ENGINEERING MANAGER**

16 February 2016

- i. To organise a Council Tour of the eastern side of the District
- ii. To arrange for staff to investigate the provision of a footpath up the Main North Road from where it runs out on one side of the road before it commences on the other side of the road (in the 70 km area).
- iii. To arrange for staff to ascertain the cost of purchasing a speed indicator road sign and when the existing NZTA sign will be back in the Otorohanga District.

#### **5. GOVERNANCE SUPERVISOR**

16 February 2016

- i. To co-ordinate a meeting of the Creative Communities Assessment Committee members to consider exactly what their role is and to discuss Council's requirements from this funding.

**CA Tutty**

**GOVERNANCE SUPERVISOR**

**GENERAL**

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