



Otorohanga District Council

AGENDA

21 March 2006

Members of the Otorohanga District Council

Mr DF Williams (Mayor)
Mrs S Blackler
Mrs D de Haan
Mr WH Earwaker (Deputy Mayor)
Mr AL Gower
Mr CE Jeffries
Mrs DM Pilkington
Mr GA Wilshier

Meeting Secretary: Mr CA Tutty (Customer Services Team Leader)

OTOROHANGA DISTRICT COUNCIL

21 March 2006

Notice is hereby given that an ordinary meeting of the Otorohanga District Council will be held in the Council Chambers, Maniapoto St, Otorohanga on Tuesday 21 March 2006 commencing at 10.00am.

14 March 2006

DR HALL
CHIEF EXECUTIVE OFFICER

AGENDA

ORDER OF BUSINESS:

ITEM	PRECIS	PAGE
PRESENT		1
OPENING PRAYER		1
IN ATTENDANCE		1
APOLOGIES		1
CONFIRMATION OF MINUTES		1
REPORTS		1
Item-211	ENVIRONMENTAL HEALTH OFFICERS REPORT FOR NOVEMBER 2005 - MARCH 2006	1
Item-212	ROUTINE ROADING REPORT - MARCH 2006	5
Item-213	SECOND HAND DWELLINGS	8
Item-214	OTOROHANGA DISTRICT & COMMUNITY CHARITABLE TRUST APPOINTMENT OF TRUSTEES	12
GENERAL		13
MOTION TO EXCLUDE THE PUBLIC		13
Item-215	ODC PROPERTY CONFIDENTIAL	13
Item-216	COUNCIL SUBDIVISIONS COVENANTS CONFIDENTIAL	13

PRESENT

OPENING PRAYER

IN ATTENDANCE

APOLOGIES

CONFIRMATION OF MINUTES

OTOROHANGA DISTRICT COUNCIL - 28 FEBRUARY 2006

OTOROHANGA COMMUNITY BOARD - 22 FEBRUARY 2006

REPORTS

Item-211 ENVIRONMENTAL HEALTH OFFICERS REPORT FOR NOVEMBER 2005 - MARCH 2006

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

From: Environmental Health Officer/ Liquor Licensing Inspector

Date: 21 March 2006

Executive Summary

The Environmental Health Officer's report for the period November 2005 to March 2006.

Suggested Recommendation

It is recommended that:

The Environmental Health Officer's report be received.

Report Discussion

I am pleased to present my report for the period to 13 March 2006.

Routine environmental monitoring was carried out to discharge Council's responsibilities pursuant to the Resource Management Act 1991, Health Act 1956, Hazardous Substances and New Organisms Act 1996, Sale of Liquor Act 1989 and associated regulations, and in particular the following:

COMMUNICABLE DISEASE CONTROL

There were ten cases of notifiable infectious disease reported during the period

Campylobacter	6 cases
Cryptosporidium	5 cases

All cases were investigated and reports on action taken made to the Medical Officer of Health. Private water supplies were assessed and tested where found to be exposed to contamination.

WATER QUALITY

Routine monitoring was carried out of Council's reticulated water supplies. All samples were of satisfactory bacteriological quality.

Survey and sampling was carried out of four private supplies, which on request, bacteriological examination and in one case, chemical analysis was required. Advice on treatment and protection measures was given.

FOOD QUALITY

Routine inspections were carried out of registered food premises. A requisition was served on two premises. Food safety advice was given.

Food safety practises were monitored at special events during the period; at the Kawhia Kai Festival, the County Fair and the Kiwiana Festival. There has been a general improvement in recent times in food handling at outdoor events and standards were good.

Proposals for two new premises were discussed, a café in Otorohanga and a sausage manufacturing premises in the rural area.

NOISE

Response was made to incidents at five premises involving excessive noise. Warning was given that ongoing noise from a premises would result in the issue of an Abatement Notice pursuant to Sec 322 Resource Management Act 1991.

Noise and other environmental effects were assessed at a moto-cross meeting, upon complaint by neighbours, at Te Kawa.

CONTAMINATED SITES

Notification was received from the Police that a premises had been found to be used as a clandestine methamphetamine lab. As the various processes used may create highly toxic by-products, which may be injurious to the health of future occupants, the dwelling is regarded as a 'dangerous building' pursuant to sec 121 of the Building Act. A Cleansing Order pursuant to the Health Act 1956 may be issued which requires effective decontamination. After assessment, sampling and testing of all rooms, appliances and sewage system was required to be carried out by an environmental testing lab for VOCs, pH and residual drugs etc. This is necessary to indicate the level of treatment necessary and the personal protection required by staff. After decontamination testing is normally required so that areas can be declared fit for occupation.

ON-SITE WASTE WATER MANAGEMENT

15 new on-site sewage systems were inspected and approved as being in compliance with Environment Waikato's Permitted Activity Rules. Two defective systems have been remedied and improved to meet the current standard.

During the period, following nomination by the CEO, I was appointed as the LGNZ representative on the expert committee revising AS / NZS 1546 and 1547:2000, the standards for septic tanks and On-site Wastewater Management. Considerable revision is being undertaken to include modern developments, such as LPED, greywater reuse, total water management, site and soils

assessments. The final standard will include mandatory effluent filters, new segregation distances and mandatory monitoring and maintenance including pumpouts etc.

SALE OF LIQUOR

The following activity was carried out by the District Licensing Agency from 1 November 2005 to 13 March 2006.

Special Licences

14 applications for Special Licences were received.

	<u>Event</u>	<u>Date</u>
SP01156	ODC	4/11/05
SP01157	Marlene Ryan	9/11/05
SP01158	Kawhia Boating & Angling Club	14/11/05
SP01159	Otorohanga Sports Club Inc	18/11/05
SP01160	Kawhia Sports Club Inc	9/12/05
SP01161	Otorohanga Club Inc	12/12/05
SP01162	Kawhia Boating and Angling Club	11/1/06
SP01163	Otorohanga Hotel	23/1/06
SP01164	Oparau Hall Society	7/2/06
SP01165	Kawhia Boating and Angling Club	15/2/06
SP01166	Otorohanga Sports Club	17/2/06
SP01167	Te Mata Polocrosse Club	20/2/06
SP01168	Blue Chook Ltd	20/2/06
SP01169	Otorohanga Club Inc	28/2/06

All licences were issued.

Managers Certificates

Four applications were received for new General Managers Certificates. Ten applications were received for renewal of General Managers Certificates. All applicants were found on interview, to meet the required standard and Certificates have been issued.

MC0039	Rosalie Rauora Wanden	General Man Cert	Renewal
MC0047	Owen Wright	General Man Cert	Renewal
MC0099	Murray Pratt	General Man Cert	Renewal
MC0120	Nadia Thompson	General Man Cert	Renewal
MC0132	Shellee Edwards	General Man Cert	New
MC0133	Maureen Luton	General Man Cert	New
MC0134	Aquarius MacPherson	General Man Cert	New
MC0024	Solitaire Tiara McDonald	General Man Cert	Renewal
MC0049	Judith Geraldine Johns	General Man Cert	Renewal
MC0053	William Bruce Rogers	General Man Cert	Renewal
MC0054	Brenda Jean Rogers	General Man Cert	Renewal
MC0106	Kenneth Charles Scott	General Man Cert	Renewal
MC0115	Paul John Simmons	General Man Cert	Renewal
MC0135	Georgina Rhonda Hayes	General Man Cert	New

Certificates could only be renewed for a period of 2 years if the applicant did not hold the new Licence Controllers Qualification.

Licences – Renewals

CL008 Otorohanga Domain Sports Assn - Club Licence.

Objections have been withdrawn to the renewal of this licence following changes in the management of the premises and the licence renewal issued.

TRADE WASTE

Notice was served requiring the installation of appropriate control facilities at a motor trade premises. Installation work in compliance with the Trade Waste Bylaw are currently in progress.

JOHN BLAKE

ENVIRONMENTAL HEALTH OFFICER / LIQUOR LICENSING INSPECTOR

Item-212 ROUTINE ROADING REPORT - MARCH 2006

To: His Worship the Mayor and Councillors
Otorohanga District Council

From: Engineering Manager

Date: 21 March 2006

Executive Summary

This is a routine report on roading matters.

Suggested Recommendation

It is recommended that:

The Roading Manager's report on Routine Roading Matters - March 2006 be received.

Report Discussion

Item 1: Road Maintenance Activities

Contract No 700 – Road Maintenance – Works Infrastructure

Pre winter grading has just commenced. The roads will be muddy for a period following this. Works Infrastructure are currently trialling a new innovative rolling system with the roller attached to the grader that is hoped to increase the efficiency of the grading process. Works have also purchased a new Cat 124 Grader to be used exclusively on Council Roads.

Sealed pavement repairs are almost complete and the last round of mowing for the year is 25% complete.

Contract No 709 – Plant Pest Control – K.S. Murphy

The second round of shoulder spraying is complete. Isolated patches of privet are currently being treated.

Contract No 759 – Pavement Marking – Roadmarkers Waikato

Re-marking is largely complete, with only resealed areas remaining to be marked. New “water-borne” marking paint is being trialled on Pokuru Road. This type of paint lasts twice as long as conventional alkoid marking paint.

Contract No 794 – Second Coat Seals and Reseals – Works Infrastructure

Pre reseal repairs complete. Second coat seals and reseals 50% complete, and the standard of this work is considered to be very good.

Contract No 818 – Streetlight Maintenance – Lines Company

This contract is operating well. Staff are working with the Lines Company to improve reporting process particularly with respect to health and safety, traffic management and quality assurance.

Waiharakeke Bridge

Recent observations have raised concern over the condition of this bridge. In addition to apparent deterioration of decking elements it is suspected that settlement of the bridge piers (which has been previously rectified) may be more extensive than was previously believed.

A specialist consultant has been engaged to assess the condition of the bridge and identify appropriate remedial action.

Staff

Todd Mylchreest, Council's Engineering Officer (Road Maintenance), has recently resigned to take up a position with Works Infrastructure Ltd in Otorohanga. Council has been fortunate to recruit Lewis Pulman, a very experienced roading engineer to fill the vacancy that has been created.

Item 2: Road Construction Activities

Contract No 701 – Raglan Road – Emmett Contracting

This contract is now complete. Some minor slips are however still occurring.

Contract No 780 Ouruwhero Road - McFalls

Was awarded with a contract price \$326,389.00 including \$20,000 contingencies. Construction was carried out to a very good standard, and works on site are now essentially complete.

The contract went well with a good level of co-operation from the Contractor. A Practical completion certificate has been issued and defects liability period due to end 26 May 2006. The claim on completion was \$328,776.49 with additional claims for sealing (estimate \$4350) and a stormwater flume (estimate \$2,500) yet to be made.

After some initial issues with the landowner over the works around the underpass, they are now happy with the upgrading works and new stock underpass.

Contract No 781 – Okupata Road – Emmett Contracting

This contract has been completed and is currently in the maintenance period. This has been a very successful contract as is expected with this Contractor.

Contract No 783 - Lurman Road – JRK Drainage and Roding Contractors

The contract was awarded to JRK Drainage & Roding Contractors Ltd for a tender price of \$386,722.25.

This Contractor is new to Council and did not have a long history in this type of work but works are progressing very well, and are approx 65% complete. Potential cost savings of up to \$35k are considered achievable through the use of on site rubble in place of imported lower pavement aggregates.

Following an approach from River Run Products Ltd, a 200m length of roadway is to be constructed using a river run aggregate, which is contrary to Council's recent construction practices. This is a trial to investigate the use of the lower cost aggregate previously considered to be unsuitable due to difficult construction and high maintenance costs.

Contract No 812 – Lethbridge Road - McFalls

This contract was awarded with a contract value \$341,748.40 including \$20,000 contingencies. Construction was carried out to a good standard and with a good level of co-operation from the Contractor, and works on site are now essentially complete.

Current claims total \$286,413 with surfacing, some basecourse and other minor items as yet to be claimed. The final project cost is expected to be \$351,000. The cost overrun is due to extensive subgrade improvement works required for curve re-alignment works.

Contract No 831 Wairehi Road – Inframax Construction

Construction works were carried out satisfactorily by Inframax Construction, and are now complete.

The contract value \$147,709.93 including \$15,000 contingencies. The claim on completion was for \$142,266, which was reduced to \$136,278 for payment after disputed items were removed.

Following a non-cooperative attitude from the Contractor we are expecting further discussions on final value of these works.

Contract No 836 AWPT 2005/6 – Tanlaw Corporation

Works carried out under this reduced scope contract were on Kahorekau, Turoto, Waitomo Valley and Harbour Roads. Significant problems were encountered in respect of work quality at a number of site under this contract, and in particular on Waitomo Valley Road where the presented 'finished' road surface was extremely rough, and the contractor was required to completely re-work the entire treatment length at their own cost.

All required remedial work has now been completed and the final cost of \$194,731 is in line with expectations.

Contract No 837 Te Tahī Road AWPT

Documentation and design for this contract being completed over the next few weeks to go to tender. The work section is 750 metres long and the cost estimate for these works is \$90k plus \$10k for minor safety improvements.

Contract No 838 – Minor Safety Projects – Emmett Contracting

This contract 30% complete, with the contractor doing the usual excellent job. Additional sight benching has been included on Honikiwi and Whenuaapo Roads.

Contract No 842 – RAMM Rating and Road Roughness Survey

Tenders for this contract closed on 13 March 2006, and an initial inspection has indicated that tender prices were very competitive, and well below the Engineer's estimate of \$20,750.

Dave Clibbery
ENGINEERING MANAGER

Item-213 SECOND HAND DWELLINGS

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

From: District Building Control Officer

Date: 21 March 2006

Executive Summary

There is concern that some relocated dwellings, more than five years old, do not get completed on time. The adoption of a bond would help ensure that relocated dwellings are completed within the timeframe required.

Suggested Recommendation

It is recommended that:

The District Building Control Officer's report on second hand dwellings be adopted.

Report Discussion

Many dwellings are relocated within or to the District. A more stringent approach is put forward in adopting relocated dwellings, more than five years old, to help ensure they are completed within the required timeframe of one or two years.

A refundable bond that can be entered into in accordance with the Resource Management Act 1991 that would pay for the cost of the completion of works is put forward. A guide that has been prepared for the general public to help them with the re-siting of a building is attached.

John Apeldoorn
DISTRICT BUILDING CONTROL OFFICER

Attachments

- a. Second Hand Dwellings Memo

Attachment: Memo - Second Hand Dwellings

Inquiries to: John Apeldoorn
File Reference: building reports file



Memo . . .

Date: Tuesday, 14 March 2006
To: Julie Meade Rose
From: John Apeldoorn
Re: **SECOND HAND DWELLINGS**

Moving existing buildings to new locations can make sound and economic sense. Consequently, this practice is becoming more common place within the Otorohanga District.

I would like to make recommendations that this Council adopt a more stringent approach in accepting second hand dwellings. It is obvious that this Authority has the most lenient approach for second hand dwellings to be relocated.

Some of my concerns are that at times dwellings do not get completed or they take many years to complete. The Building Act 2004 has a requirement now that a Code Compliance Certificate be issued within a time frame of two years. This would give the average person sufficient time to complete any second hand dwelling. However, we do have a situation where the purchaser of a dwelling has it relocated then arranges to have all the necessary services connected and consequently move in and the rest of the building does not get completed.

I would therefore like to see Council adopt the following "Guide to Re-siting a Building" for the general public as follows:-

- **Here's what to do**
As soon as possible contact the Otorohanga District Council office and discuss your proposal with a Building Control Officer and a Planning Officer. You will require a Building Inspection Report, Building Consent and possibly a Resource Consent.
 - **Building Inspection Report**
Before a building is resited within the Otorohanga District, a Building Control Officer must first approve it as fit for relocation. A building may be declined if it is deemed structurally unsound and dangerous to move or considered unsatisfactory to upgrade or unsanitary.
- Complete a Building Inspection Application Form and return with

photographs, floor plan and inspection fee.

- Arrange a suitable inspection time and access to the building with the Building Control Officer. Please note: a street or road map may also be required.
- After the inspection has been completed a written report will be provided. This report will confirm whether or not the building is suitable for relocation.

- **Resource Consent**

In some situations a resource consent may be required from Council's Planning Officers. You will be informed of this requirement at the time of making the inspection application. If a resource consent is required the following details are to be submitted:-

- Resource Consent Application and fee.
- Site plan drawn and fully dimensioned from all boundaries.
- Photographs of all external elevations.
- Completed building height at each elevation on new site to be indicated.
- Details of any proposed upgrading of the building.
- Written approval of affected people (normally neighbours) is to be obtained on the forms supplied. If you cannot obtain written approval from affected people then a notified application will be required.

- **Building Consent**

A building consent application is to be submitted along with the following details:-

- Two copies of the following plans:
 - * Site plan showing the building in relation to site boundaries and any existing buildings on site
 - * Drainage layout for both sewage and stormwater.
 - * Any future buildings eg garage or swimming pool.
 - * Vehicle entrance
 - * Foundation plan showing all piles and pile type eg anchor, braced, ordinary etc
 - * Floor plan showing all partitions, doorways, windows and room uses eg bathroom, bedroom etc.
 - * Floor plan is to show any proposed alterations.
 - * Specifications detailing all workmanship and materials used to reinstate the building.
- Building Consent Fees

- **Bond**

Where a building is relocated it will be subject to a cash or bank guaranteed bond, under section 108a of the Resource Management Act 1991. The amount of the bond will be \$10,000.00 per building. The bond is a performance guarantee in that it is refunded or released once the conditions have been met, and it may be refunded or released in total or in stages as the building is upgraded. There are administration costs associated with the creation and release of the bond.

A time limit of generally up to 12 months is set by Council for the completion of prescribed renovations and other improvements. Failure to comply with the conditions of the Resource Consent may result in the bond being forfeited or Council taking legal action to enforce the completion of work from the registered bond.

- **Need to know more?**

For further information and assistance please contact a Building Control Officer and a Planning Officer at the Otorohanga District Council.

- **Disclaimer**

This information is a guide only and has no legal status and does not purport to be in any way a replacement of any of Council's statutory documentation. Otorohanga District Council accepts no liability for any losses incurred by a person relying upon the completeness or the accuracy of its contents.

**Item-214 OTOROHANGA DISTRICT & COMMUNITY CHARITABLE TRUST
APPOINTMENT OF TRUSTEES**

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

From: Chief Executive

Date: 21 March 2006

Executive Summary

Council is responsible to appoint the Trustees to the Otorohanga District & Community Charitable Trust.

Suggested Recommendation

It is recommended that Peter Burton and Robert Walters be reappointed to the Otorohanga District & Community Charitable Trust for a further term of three years.

Report Discussion

Councillors will be aware that one third of the Trust's membership rolls over annually and that the Council is the body responsible for appointments. The term for Trustee's Peter Burton, and Robert Walters has concluded and accordingly it is the responsibility of Council to fill these positions.

The retiring Trustees were re-appointed by Council in 2002, however there is no limitation on how often a Trustee can be re-appointed and in 2002 the Trust had been formally operating for less than a year.

The Trust has discussed the reappointments at their latest meeting and it was unanimously recommended that Peter Burton, and Robert Walters be reappointed for a further term of three years.

D R Hall
CHIEF EXECUTIVE

GENERAL

MOTION TO EXCLUDE THE PUBLIC

Item-215 ODC PROPERTY CONFIDENTIAL

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 48(1) of the Local Government Official Information and Meetings Act 1987, which permits the meeting to be closed to the public for business relating to the following grounds: -

- 48(1a) That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.

Subject to sections 6, 8 and 17 of the Local Government Official Information Act 1987, the withholding of the information is necessary to:

- 7(2a) Protect the privacy of natural persons, including that of deceased natural persons.

Item-216 COUNCIL SUBDIVISIONS COVENANTS CONFIDENTIAL

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 48(1) of the Local Government Official Information and Meetings Act 1987, which permits the meeting to be closed to the public for business relating to the following grounds: -

- 48(1d) That the exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the local authority to deliberate in private on its decision or recommendation in any proceedings to which this paragraph applies.

Subject to sections 6, 8 and 17 of the Local Government Official Information Act 1987, the withholding of the information is necessary to:

- 7(2i) Enable any local authority holding the information to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).

