



Otorohanga District Council

AGENDA

16 May 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

16 May 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 16 May 2006 commencing at 10.00am.

9 May 2006

DR HALL
CHIEF EXECUTIVE OFFICER

AGENDA

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PRESENT

OPENING PRAYER

IN ATTENDANCE

APOLOGIES

CONFIRMATION OF MINUTES

OTOROHANGA DISTRICT COUNCIL - 2 MAY 2006

OTOROHANGA COMMUNITY BOARD - 26 APRIL 2006

REPORTS

Item-239 ENVIRONMENTAL HEALTH OFFICERS REPORT FOR 16 MAY 2006

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

From: Environmental Health Officer/ Liquor Licensing Inspector

Date: 16 May 2006

Executive Summary

The Environmental Health Officer's report for the period March to April 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 30 April 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 two cases of notifiable infectious disease reported during the period

Campylobacter	1 cases
Cryptosporidium	1 cases

Both 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 two private supplies, for bacteriological examination. Advice on treatment and protection measures was given.

FOOD QUALITY

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

One new premises is currently being developed, a coffee roastery and café in Otorohanga .

NOISE

Response was made to incidents at three premises involving excessive noise. Directions given to abate the noise were complied with.

Sound level assessment in compliance with the appropriate New Zealand standards was carried out in respect of an application for Resource Consent for a moto-cross circuit. A report was prepared and the hearing attended.

SOLID WASTE

There were three fly-tipping incidents during the period. Two Infringement Notices were served. I understand that a bill currently in Parliament will amend the Litter Act and increase the Infringement Fee from the current \$100 fine by a substantial amount which will act as a deterrent and allow better recovery of costs in cleaning up.

ON-SITE WASTE WATER MANAGEMENT

Eight new on-site sewage systems were inspected and approved as being in compliance with Environment Waikato's Permitted Activity Rules.

Reports were made in respect of three Resource Consent applications and on-site sewage disposal proposals. Often the principal environmental effect which applicants need to address is onsite wastewater management, and consideration of both local and cumulative effects on the receiving environment must be considered.

SALE OF LIQUOR

The following activity was carried out by the District Licensing Agency from 1 March to 30 April 2006.

Licences

OFF LICENCES

OF0014	WB & BJ Rogers Ltd	14/03/06
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ON LICENCES

ON005	WB & BJ Rogers Ltd	14/03/06
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SPECIAL LICENCES

SP01170	Otorohanga Club Inc.	13/03/06
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All Special licences were issued.

Managers Certificates

MC0055	Pamela Rita Powell	27/03/06
MC0125	Marguerite Anne Phillips	13/04/06
MC0136	Vanora Koroheke	21/04/06
MC0137	Karen Nola Murray	21/04/06

Four Managers' Certificates applications received.

Both renewal certificates and new certificates may only be issued to persons who hold the new Licence Controllers Qualification. Either NZQA units or a pass in the Transition Test for existing Managers is required.

General

Two meetings of the Otorohanga/Waitomo Liquor Liaison Group were held. In addition to local Police, District Health Board Advisers and District Licensing Agency staff, the meetings are now attended by Dr V Endres, Police Statistics Liaison, who coordinates the Police programme to identify the role of alcohol in all incidents, not merely driving as before.

Several changes to the Sale of Liquor Act were discussed, and a proposal to conduct a controlled purchase operation in the area.

Current practises and performance on local licensed premises were also discussed as was a proposed initiative to improve knowledge in sports clubs.

Following the meeting, three Otorohanga licensees were interviewed with respect to management issues.

JOHN BLAKE

ENVIRONMENTAL HEALTH OFFICER / LIQUOR LICENSING INSPECTOR

Item-240 DISTRICT PLAN REVIEW

To: His Worship the Mayor and Councillors
Otorohanga District Council

From: Environmental Services Manager

Date: 16 May 2006

Executive Summary

A Draft Timetable of Actions and Draft Consultation Plan have been prepared for consideration by Council.

Suggested Recommendation

It is recommended that:

The Council adopts the process outlined in the Draft Timetable of Actions and the Draft Consultation Plan (attached) in order to initiate preparation of the Proposed Otorohanga District Plan.

Report Discussion

Refer to the attached Memo to the Mayor & Councillors, Draft Timetable of Actions and Draft Consultation Plan.

Julie Meade Rose
ENVIRONMENTAL SERVICES MANAGER

Attachments

- a. Memo to the Mayor & Councillors
- b. Draft Timetable of Actions
- c. Draft Consultation Plan

Attachment: 060507 Memo to Mayor & Councillors from D Wakeling

Item-241 DRAFT MANAGEMENT ACCOUNTS TO 31 MARCH 2006

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

From: District Accountant

Date: 16 May 2006

Executive Summary

Enclosed, under separate cover, please find Draft Management Accounts for the period ended 31 March 2006.

Suggested Recommendation

It is recommended that the Draft Management Accounts for the period ended 31 March 2006 be received.

GD Bunn
DISTRICT ACCOUNTANT

Item-242 ROUTINE ROADING REPORT

To: His Worship the Mayor and Councillors
Otorohanga District Council

From: Engineering Manger

Date: 16 May 2006

Executive Summary

This is a routine report on roading matters.

Suggested Recommendation

It is recommended that:

- a) The report be received.
- b) ODC Contract 709 for plant pest control is extended for a further period of 1 year, to terminate on 30 June 2007.

ITEM 1: ROAD MAINTENANCE ACTIVITIES

CONTRACT NO 700 – ROAD MAINTENANCE – WORKS INFRASTRUCTURE

General

This contract is continuing to be delivered in a very satisfactory manner. This is reflected in the monthly contractor performance rating, which for April was assessed at 91%.

Pre winter grading is about 50% completed. The grading is still creating mud but the improvements to the roads graded last month has been significant.

Potholes have been an issue after the recent prolonged wet weather.

Roadside mowing (last round) is approx 50% complete. Work is currently being conducted in the Honikiwi area.

High level vegetation cutting is complete. These works have been very satisfactorily completed and have greatly improved visibility through in bends.

Reseals are complete and the pavement has been remarked. The cost of this work was approximately 5% over the budget allocation of \$950,000, due to a higher than expected price for bitumen. It was felt that given the likelihood of continuing rises in the price of bitumen it would be unwise to reduce the extent of reseals below what was initially planned.

Footpath edge trimming is currently underway in Otorohanga.

Catchpit clearing is receiving attention before more heavy rain due to the usual autumn leaf problems

Stormwater culverts are being cleared leading up to the winter. Some new culverts have been installed on Bromley, Hoddle, Huirimu and Turitea Roads.

Annual bridge inspections are about 75% complete. Makomako Bridge at the end on Moerangi Road has been posted with a load restriction (50% of Class One load restriction and 25 km/hr speed limit) and we are currently awaiting a final report on Waiharekeke Bridge from an independent Bridge Engineer with respect to pier settlement and general bridge condition, in particular the integrity of timber components. Minor repairs to this bridge were successfully completed.

Signs are being replaced due to vandalism and damage by agricultural contractors.

Storm damage: Pekanui Road dropout has been repaired by moving of the road some 3 metres. These works have attracted LTNZ subsidy.

Kaimango Road dropout is proving difficult to stabilise. Subsoil drainage is being installed in the porous rock.

CONTRACT NO 709 – PLANT PEST CONTROL – K.S. MURPHY

Planned works are approximately 90% complete, and this contractor continues to perform very well. This contract, which has an annual cost of approximately \$40,000 per annum, expires at 30 June 2006, but it is considered desirable to extend the contract for a further period of 1 year to enable a new contract for this work to be tendered that includes additional plant control works which are currently carried out under Council's road maintenance contract with Works Infrastructure. It is believed that this approach may result in significant cost savings.

CONTRACT NO 854 – MAINTENANCE METALLING – McFALL ENTERPRISES

A contract to the value of \$205,512.60 has been awarded to McFall Enterprises for 5100 cubic metres of maintenance metal to be placed on 8 rural roads and 4 unsealed roads in Kawhia. The contract price was very much in line with the cost estimate of \$200,840.

Other tenders received were:

Fulton Hogan Ltd	\$216,438.88
Works Infrastructure Ltd	\$230,678.66

It was hoped that it might be possible to fund some further metalling before the year end to help address the 6 month backlog that has existed since the last financial year, but it now appears unlikely that funding will permit this. The current situation is not considered critical, provided that the extent of this backlog does not increase.

CONTRACT NO 759 – PAVEMENT MARKING – ROADMARKERS WAIKATO

All reseal areas have been remarked, and the contractor is ready to commence the pre winter remark. The contract is due for re-tendering in June 2006. This Contractor has performed well.

CONTRACT NO 818 – STREETLIGHT MAINTENANCE – LINES COMPANY

This contract is operating well, with no particular problems.

CONTRACT NO 838 MINOR SAFETY PROJECTS

Sight benches have been by completed by Emmet Contractors on Honikiwi, Whenuaapo, Harbour/Kihi, Rakaunui, Aotearoa, Huirimu, Waipapa,/Huirimu, Tolley, Tauraroa Valley and Puketawai Roads. All works have been to a good standard, and some very positive comments have been received from the public. The works awarded to date have represented excellent value for money, and additional sight benching is planned to be awarded to the same contractor on Rakaunui, Okupata, Bromley and Te Raumauku Roads to ensure that the available MSP funding is fully utilised.

ITEM 2: ROAD CONSTRUCTION ACTIVITIES

CONTRACT NO 780 - SEALED SMOOTHING, OURUWHERO ROAD – MCFALL ENTERPRISES

Construction is complete. Some problems have been experienced with tracking of metal from around the Kio Kio Station Road intersection onto Ouruwhero Road. In response to this extra width has been sealed and will be pavement marked to indicate the extent of the sealed surface.

The actual cost of this project is expected to be \$324,400 which is slightly inside the tender price of \$326,400, which included a \$20,000 Contingency.

CONTRACT NO 783 – UNSEALED SMOOTHING, LURMAN ROAD – JRK DRAINAGE AND ROADING CONTRACTORS

Progress has been delayed by wet weather, but earthworks are now 95% complete and pavement construction is 60% complete. Council has not previously worked with this contractor, but the contract has progressed well.

CONTRACT NO 812 – SEALED SMOOTHING, LETHBRIDGE ROAD – MCFALL ENTERPRISES

Construction is complete. Migration of metal onto the road from the Bayley Road Intersection has been caused by maize contractors cutting the corner. An edge line will be painted to indicate the extent of seal.

The actual cost of this project is expected to be \$347,600 which is slightly above the tender price of \$341,800, which included a \$20,000 Contingency. This higher cost has arisen from poorer than expected ground conditions in some areas.

CONTRACT NO 831 – SEAL EXTENSION, WAIREHI ROAD – INFRAMAX CONSTRUCTION

Sealing of the final section of Wairehi Road to link with Waipapa Road has been completed to a satisfactory standard.

The actual cost of this project is expected to be \$135,800 which is below the tender price of \$147,700, which included a \$15,000 Contingency.

CONTRACT NO 837 TE TAHI ROAD AWPT

This contract is for area wide pavement treatment of a 700m length of Te Tahi Road. This is only a part of what was originally planned, with the scope being reduced to meet budgetary constraints.

This contract has been awarded to Works Infrastructure on a negotiated basis for a price of \$95,000. This is somewhat less than Council's estimated price of \$100,794.13.

Awarding such a contract by negotiation is unusual for Council, but this approach has been adopted because it was considered appropriate to provide some additional jobs for Works Infrastructure to compensate for recent reductions in their workload in respect of the ODC maintenance contract, which have resulted from staff directives to defer non-essential maintenance works to limit expenditure during the current financial year.

Land Transport New Zealand has recently modified its policies to permit awarding of contracts up to a value of \$100,000 on a negotiated basis, and this was considered an appropriate circumstance in which to make use of this.

CONTRACT NO 842 – RAMM RATING AND ROAD ROUGHNESS SURVEY

This contract was awarded to Pavement Management Services for \$13,473.59. Other tenders received were:

Bri-Ken & Associates \$16,184.43

Beca Infrastructure \$16,967.15

The Engineer's Estimate was \$20,747.95

CONTRACT NO 851 – OTOROHANGA FOOTPATH EXTENSION & REPAIRS

A contract for construction of new sections of footpath on Huiputea Drive and SH31/39 and repairs of existing footpaths in Otorohanga has been awarded to Works Infrastructure for the tendered price of \$69,957.43. This was the only tender received and was closely similar to the Engineer's estimate of \$68,991.10.

A previous attempt to tender the footpath repair work separately from the construction work had attracted very high tender prices and we were relieved to receive a much more acceptable tender when the two pieces of work were amalgamated into a single contract.

Dave Clibbery
ENGINEERING MANAGER

Item-243 OTOROHANGA DISTRICT SPORTS COORDINATORS REPORT FOR 1 MARCH - 31 APRIL 2006

To: His Worship the Mayor and Councillors
Otorohanga District Council

From: Chief Executive

Date: 16 May 2006

Executive Summary

Below is the Otorohanga District Sports Coordinator's report for 1 March - 31 April 2006.

Suggested Recommendation

It is recommended that:

The Otorohanga District Sports Coordinators report for the period 1 March - 31 April 2006 be received.

Report Discussion

As your District Sport Co-ordinator I wish to present to you my report. It has been two months since my last report. This is only a short report due to the change in report timing.

(Bullet point format of main achievements)

- Successful '**Kiwi to Harbour**' Relay Run/Walk held from Tihiroa turnoff to Kawhia township. It was decided to hold this event at a different time of the year and to try a Sunday to see if this made the event more accessible to locals. We had 78 people participate and this was made up of local business and social teams as well as outside running clubs. There was a real mix of abilities. The highlight was the participation of three teams from Kawhia made up of women and children who had never ever participated in anything like this before and that made holding the event all worth while. Otorohanga District Council had a walking team in the event and I think this has been a spin off from the active project work we have been doing with the Council staff. St Marys school entered a team and the kids efforts were outstanding. It is definitely a local event that can cater for all.
- Term one **School Visits** touching base with schools to check where they are at and offer our free courses for teachers and parents and also to see how we can help assist them getting ready for the winter sports season and sports days.
- Assisted Council with the **Rural Travel Funding** round. Ensured that our rural schools and clubs knew about it and assisted them in getting the applications filled out and in to council.
- Assisted four clubs and groups with their **Trust Waikato Funding** applications.
- Member of the local District Health Forum. Workshopped with the other providers that attend our monthly meetings some of the project ideas I have to get their feedback and whether they would like to be part of the projects.
- Successfully meeting with the leading provider contracted to oversee the Te Wai Rona Diabetes Prevention Strategy Project for Otorohanga and Kawhia and we are going to work

together on an active two month long project with this group of 160 Maori participants. Focus is to get them involved in the activity groups already existing in Otorohanga and Kawhia and to initiate some new activity groups.

KAWHIA

- Travelling out once a fortnight and based out there for the day.
- **'Kawhia Passport to Activity'** huge success last time and a request has been made to do another over the winter. Have had a series of meetings based at the Kawhia Medical Centre to workshop the style and content of the next one
- We now again have a girl's netball team travelling from Kawhia into the Otorohanga Netball Centre to compete on Saturdays. Assisted them in getting it all set up and with applying for the Rural Travel Fund to help with the costs.
- A lot of **Added Value** happening out in Kawhia and Otorohanga
 - Rozel Coffin, our Kaiwhakahaere, has been working quite closely with local iwi and has held quite a few active sessions with them. Also she has been linking in with the Kawhia Medical Centre who has also taken on a Lifestyle Coach with a Maori focus to mentor and assist where possible.
 - Mary Barbour our active families person has been working with families with at risk overweight children. A lot of support still continues to be given to Raewyn Sayers who works for the local Doctor in Kawhia to do one on one sessions, particular patients where exercise and active sessions have been prescribed – Green Prescription patients.
 - Jen Riley, our Upright & Active Coordinator, has been presenting sessions and training support people in the Otorohanga and Kawhia community. Promotion of the importance of strength & balance sessions for older people to prevent the incidence of falls. Also we have a new program that links in with Upright and Active and that is called '50's Forward. This has come about from a review of the Upright and Active and it was decided to extend it to the lower age group to hopefully prevent needing Upright and Active assistance later. Prevention rather than cure the whole focus.

Looking Ahead

At present I have six projects underway as well as still trying to do my core obligations. It is with regret that I have to mention that I have received a complaint from the easy exercise and walking group that I have not been servicing them and they felt neglected.

However, I would like to report that I have since meet with them and it gave me a chance to outline the role and revisit our focus. For Sport Waikato our mission is to empower more people to be more active more often. We discussed their needs and have come up with some strategies of attack. I have a project in mind that will hopefully be a useful tool in getting more people to their classes.

Good things always come out of bad things.....

Please find below the projects that I have lined up

- Have had a lot of interest around setting up a **Cycling and Multisport Club** in Otorohanga. Have assisted the interested people in organising a promoting some rides for interested people just to participate in and have had interest from people to be part of a steering group to get the club off the ground. Looks like we would like to base ourselves out of the Otorohanga Sports Club or such like. Project underway.
- **Otorohanga on the Move.** This project has come about from requests from community people to set up an alternative to things like weight watchers. This is also the name of the project that I am using to link in with the Te Wai Rona Diabetes Prevention Strategy Provider.

Aim is to have a two month long project aimed at providing education and active sessions which will lead into ongoing lifestyle changes for those that participate.

- **'Active Work Place'** projects with the Otorohanga District Council, Munro Caravans, Waitomo News and Otorohanga Information Centre. Have had inquiries from and discussions with these and they are underway.
- Collating an 'Events Calendar and Active Options Booklet' to use as a resource and tool to encourage groups and individuals to participate in active events and already existing groups.
- Coordinating a **'Club Workshop'** session with our Sport Development team based in Hamilton to look at what clubs really want support with and the ways perhaps we could best deliver the range of resources we have for clubs. Assessing the REAL needs and then addressing these. Need to get club buy in so we can support them better.
- **'Kawhia Winter Passport'**
- **Walk 4 Charity.** This is a month long project idea based around getting people in the community to enter into a pedometer challenge to see how far they can walk in a month and being sponsored to do so with all funds being donated to charity. This is also the project idea that I put to the easy exercise and walking group to use as a tool to get people to their classes to promote what they are doing.

Please feel free to contact me about anything in this report if you need to know anything more or would like to discuss your own ideas.

Robbie Matthews
OTOROHANGA DISTRICT SPORTS COORDINATOR

GENERAL

