



Otorohanga District Council

MINUTES

14 October 2008

OTOROHANGA DISTRICT COUNCIL

14 October 2008

Minutes of an ordinary meeting of the Otorohanga District Council held in the Council Chambers, Maniapoto St, Otorohanga on Tuesday 14 October 2008 commenced at 10.04am.

MINUTES

ORDER OF BUSINESS:

ITEM	PRECIS	PAGE
	PRESENT	1
	IN ATTENDANCE	1
	APOLOGIES	1
	CONFIRMATION OF MINUTES	1
	REPORTS	2
Item-135	OTOROHANGA COMMUNITY BOARD MINUTES - 14 AUGUST & 11 SEPTEMBER 2008	2
Item-136	KAWHIA COMMUNITY BOARD MINUTES - 26 SEPTEMBER 2008	2
Item-137	ENVIRONMENTAL SERVICES REPORT	3
Item-138	DISTRICT LIBRARIANS QUARTERLY REPORT JULY - SEPTEMBER 2008	3
Item-139	KAWHIA LIBRARY SERVICE	4
Item-140	OVERDRIVE DIGITAL MEDIA COLLECTION	4
Item-141	DRAFT ANNUAL REPORT 2007/08	5
Item-142	ROAD LEGALISATION PART HAPPY VALLEY ROAD SO 398256	6
Item-143	2007/08 CARRY-OVER WORKS	7
Item-144	APPLICATION FOR TEMPORARY ROAD CLOSURE - OTOROHANGA BUSINESS ASSOCIATION	7
Item-145	APPOINTMENT OF NEW TRUSTEES - OTOROHANGA DISTRICT & COMMUNITY CHARITABLE TRUST	8
Item-146	MATTERS REFERRED FROM 26 AUGUST 2008	8
	GENERAL	9
	MEETING CLOSED	11

PRESENT

Mr DF Williams (Mayor), Crs SR Adam, S Blackler, AL Gower (attended 10.45am), AG Ormsby, DM Pilkington and RJ Prescott.

IN ATTENDANCE

Messrs DC Clibbery (Chief Executive), R Chadwick (Engineering Manager), GD Bunn (Finance & Administration Manager), AR Loe (Environmental Services Manager) and CA Tutty (Customer Services Team Leader).

OPENING PRAYER

Cr Blackler read the Opening Prayer.

APOLOGIES

Resolved that the apologies received from Cr WH Earwaker, and Cr L Gower for lateness, be sustained.

Cr Pilkington / Cr Ormsby

CONFIRMATION OF MINUTES

OTOROHANGA DISTRICT COUNCIL - 16 SEPTEMBER 2008

Resolved that the minutes of the meeting of the Otorohanga District Council held on 16 September 2008, as previously circulated, be approved as a true and correct record of that meeting.

Cr Blackler / Cr Adam

MATTERS ARISING

ROAD MAINTENANCE

Cr Pilkington queried, following recent storms, whether road maintenance estimated repair costs have escalated further from that reported on 16 September 2008. The Engineering Manager replied costs have increased with a major drop out occurring on Waipapa Road. He said an estimate of the repair costs have not been obtained however, he envisaged this would be in the vicinity of \$200,000. The Engineering Manager reported tenders closed last week for the Contract to tend to previous slumps and drop-outs which have occurred with this coming in at just under \$200,000 out of an estimated \$400,000. Following \$60,000 already spent on Lurman Road there will still remain \$140,000 below the estimate so the total would be about \$460,000.

With regard to Waipapa Road, the Engineering Manager advised the successful Contractor, Mr Albert Emmett, will be commencing the work almost straight away.

Cr Pilkington queried what system Council had in place to deal with such emergencies. She was informed that a local farmer rang Council's after hours contact centre who in turn contacted Council's Contractor. The Contractor unfortunately arrived approximately several hours later which, in Council staff opinion, was not satisfactory.

REPORTS

Item-135 OTOROHANGA COMMUNITY BOARD MINUTES - 14 AUGUST & 11 SEPTEMBER 2008

Discussion

TRUCK WASH FACILITY

The Chief Executive reported Council had received the signed Maintenance Agreement on behalf of the Otorohanga Carriers Association.

PROPOSED MCDONALD'S PREMISES

His Worship reported McDonald's food chain have been dealing with Transit NZ and more recently discussions have been held with Council staff to enable a Resource Consent to be lodged.

PRIVATE GARDEN

Cr Blackler expressed her concern at the precedent created by the Board in employing Council's Contract Gardener to tend to the gardens on a private property at the corner of State Highway 31 and Maniapoto Street. The Board Representatives replied this was an isolated case and that the gardens required tidying up to improve the appearance of the entrance into Otorohanga. His Worship queried whether Council could introduce a targeted rate in respect to this property. The Finance & Administration Manager replied this would be an unusual step particularly relating to just one property however, he undertook to look into the matter.

MOBILITY SCOOTER CROSSINGS

His Worship reported a mobility scooter crossing had been improved adjacent to the Thirsty Weta restaurant. The Engineering Manager advised the Contractor working on the new walkway had been engaged to undertake this work however, the remainder of crossings will be progressively upgraded from the Otorohanga Community Footpath Maintenance account as funding allows.

Resolved

That the minutes of the meetings of the Otorohanga Community Board held on 14 August and 11 September 2008 be received and the recommendations contained therein adopted.

Cr Prescott / Cr Ormsby

Item-136 KAWHIA COMMUNITY BOARD MINUTES - 26 SEPTEMBER 2008

Resolved

That the minutes of the meeting of the Kawhia Community Board held on 26 September 2008 be received and the recommendations contained therein adopted.

Cr Pilkington / Cr Adam

Item-137 ENVIRONMENTAL SERVICES REPORT

Discussion

The Environmental Services Manager presented a report on Resource Consents granted under Delegated Authority for the quarter 1 June to 31 August 2008 and a recommendation to appoint a further two Commissioners for Resource Consent Hearings.

APPOINTMENT OF COMMISSIONERS

The Environmental Services Manager advised, the Morrison application has been placed 'on hold' following receipt of an amended plan. He said the application had been amended to allow for the disposal of waste water into the Aotea Estate disposal system. The Environmental Services Manager advised that although it is still appropriate to appoint Commissioners he could not see the need for a hearing before February 2009.

ENVIRONMENTAL SERVICES STAFF

The Environmental Services Manager said it was his intention to introduce the Environmental Administration Officer, Gillian Oakley, who commenced her duties on 4 August 2008. He said this is a new position carrying out Environmental Administration duties.

NATIONAL POLICY STATEMENTS

The Environmental Services Manager referred to a brief summary of National Policy Statements and advised these are statutory documents under the Resource Management Act. He advised Council's District Plan is required to reflect the content of the Statements.

In reply to Cr Pilkington's query whether LGNZ were making progress on lobbying for a support package to assist with the implementation of the Statements, the Environmental Services Manager replied that the Ministry for the Environment can only themselves process the introduction of one or two Policy Statements. He referred, in particular, to the NZ Coastal Policy Statement and said this has been 'on the burner' for at least three years.

PLANNING STAFF

The Environmental Services Manager reported on initiatives to attract Applicants from South Africa as only Planning Graduates had responded to Council advertising for the position of Planner. He said Council will keep on trying to encourage applications for the position.

Resolved

That

1. The Environmental Services Manager's Planning report for June to August 2008 be received,
2. The appointment of Commissioners to hear Resource Consent RM 0600168 - Morrison, is confirmed however, a Hearing in respect to this Application will most likely not be required until February 2009.

Cr Pilkington / Cr Prescott

Item-138 DISTRICT LIBRARIANS QUARTERLY REPORT JULY - SEPTEMBER 2008

Discussion

The District Librarian attended the meeting and presented a report covering library activities for the period July - September 2008.

AOTEAROA NZ PEOPLE'S NETWORK

The District Librarian reported, during the recent school holidays, usage of the Internet service has been constant from 9.00am to 5.00pm each day. She said people have come into the Library who do not usually do so. As a marketing initiative it has been very successful and other libraries have experienced a similar response. The District Librarian reported this was another facet of their work to 'keep an eye' on.

Cr Blackler queried the minimal amount of revenue received from the hire of magazines. The District Librarian replied she attempts to provide different types of magazines and after one year service they become free. She said she would prefer to see these available to the public as a free collection. Cr Pilkington reminded staff that the District Librarian's report be placed on the next Kawhia Community Board Agenda.

Resolved

That the District Librarian's quarterly report for the period July - September 2008 be received.

Cr Ormsby / Cr Blackler

Item-139 KAWHIA LIBRARY SERVICE

Discussion

The Finance & Administration Manager presented a report summarising the existing Kawhia Library Service which raises issues around the condition of the Kawhia Library building. Cr Pilkington reported staff and users do appear to have an emotional attachment to the building and suggested in the interim, a heat pump be installed as an economical way of solving the cold and damp issues. His Worship suggested that Council wait until the full Building Inspector's report is received. He also queried whether any repairs could be carried out as a Community project. Cr Pilkington requested this report be placed on the next Kawhia Community Board Agenda

The District Librarian advised Members that 90 percent of the Library stock is donated material with only 500-600 books being of any value. Cr Pilkington agreed it was not worth the expense introducing charging for overdue books.

Resolved

That

1. A report be prepared on the condition of the Kawhia Library building and costs are itemised to address any potential repair issues,
2. Staff investigate avenues of possible funding.
3. Due to the administrative cost in collecting overdue charges in Kawhia and the small amount of money that is likely to be collected that overdue fees are not applied.

Cr Pilkington / Cr Adam

Item-140 OVERDRIVE DIGITAL MEDIA COLLECTION

Discussion

The District Librarian presented a report advising that the opportunity has arisen for the Otorohanga District Library to participate in a consortium purchase by the greater Waikato Libraries Group of a subscription to OverDrive Digital Media Collection. She confirmed this Council's contribution would be \$1,500 for the first year and then \$1,500 pa for a further four

years. His Worship queried the return on the proposal. He said, in principle, the proposal was good however, as technology improves and comes 'on line' could there be some resource or activity that could be dropped off. The District Librarian replied people's reading habits and choices were changing, the most popular choices now being fiction and children's reading material. The Finance & Administration Manager advised the proposed \$1,500 would be classed as an operational item for this year however, this has not been budgeted for. He said it would be difficult to say this early in the year, however the \$1,500 could be off-set from the budget for Sundry Expenses, holding programmes/ activities.

Resolved

That

1. The District Librarian's report be received,
2. Approval be granted for the Otorohanga District Library to subscribe to OverDrive Digital Media Collection, subject to this being funded within the 2008/09 budget.

Cr Prescott / Cr Blackler

Item-141 DRAFT ANNUAL REPORT 2007/08

Discussion

The District Account attended the meeting and summarised the Draft Annual Report for the year ended 30 June 2008. He said currently Council's Auditors, Deloitte, were going through its final review however, in theory the numbers will not change perhaps only some of the wording.

Cr Blackler referred to page 7, the paragraph reading "That Council offices are located in the Community of Otorohanga, which is situated on the main trunk railway and State Highway 3", and suggested this be amended to read 'At the intersection of State Highway 3, 39 & 31'.

The District Accountant proceeded with the presentation of the Financial income statements. The Finance & Administration Manager reported Council will have to raise approximately \$4M in loan monies, with \$1.5M prior to Christmas. He expressed the opinion interest rates will trend downwards however, Council will pay higher margins.

Cr Adam queried the whereabouts of Development Contributions. The District Accountant replied as at 30 June 2008 there were none as these are not treated as income for any particular year until the project has commenced.

Cr Blackler referred to the Professional Engineering Business Unit and queried as this shows no profit and should this Council carry out work for other Council's is this only charged out at recovery? She was advised there is some allowance made for a small profit.

The District Accountant then continued with the presentation of the combined cost of the service statement.

The Finance & Administration extended a special thanks to the District Accountant for his input into the preparation of the document. The District Accountant advised the document needs to be adopted by Council by 31 October 2008 and as the next Council meeting is set for 28 October 2008, he will only forward copies of the pages that have been amended.

Resolved

That the Draft Annual Report for the year ended 30 June 2008 be received.

Cr Adam / Cr Gower

Item-142 ROAD LEGALISATION PART HAPPY VALLEY ROAD SO 398256

Discussion

The Finance & Administration Manager summarised a report advising Council has documents requiring Council consent to the legalisation of part of Happy Valley Road.

The Chief Executive reported Council's Consultant Surveyor was currently identifying the extent of work required to process the outstanding road legalisation matters. He said there could be a \$1M worth of work outstanding therefore it is necessary for Council to make a greater allocation, in order to get this work actioned. Members were informed that the costs to address these legal issues would come out of the Subsidised Roading Account.

Resolved

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 17 of the Public Works Act 1981 the road described in the **Second Schedule** below being stopped and vested by way of exchange in Glenette Fay Thompson, Raymond Winstone Thompson and Bailey Ingham Trustees Limited by way of amalgamation with the land in Computer Freehold Register SA 626/241.

South Auckland Land District - Otorohanga District

First Schedule - Land to be Declared Road

Area	Description	Owners
246m2	Part Block A52C Rangitoto Marked Section 5 on SO398256 Being part Computer Freehold Register SA 633/153	Valley Road Farm Ltd
128m2	Part Block A52D Rangitoto Marked Section 6 on SO 398256 Being part Computer Freehold Register SA 633/57	Valley Road Farm Ltd
2619m2	Part Lot 2 DP 23821 Market Sections 7 and 12 on SO 398256 Being part Computer Freehold Register SA 626/241	GF & RW Thompson
1405m2	Part Block A52F Rangitoto Marked Section 11 on SO 398256 Being part Computer Freehold Register SA 626/241	GF & RW Thompson

Second Schedule - Road to be stopped and amalgamated with Compute Freehold Register SA 626/241

3230m2	Adjoining or passing through Part Lot 2 DP 23821 and Part Block A52F Rangitoto Marked Sections 9 and 10 SO 398256.	GF & RW Thompson
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2. The Mayor and Chief Executive of Otorohanga District Council be authorised to sign and seal any documentation necessary to legalise plan SO 398256.

Cr Blackler / Cr Gower

Item-143 2007/08 CARRY-OVER WORKS

Discussion

The Finance & Administration Manager summarised a report scheduling proposed carry-overs for works that were not completed in the 2007/08 financial year, for completion in the 2008/09 financial year.

Resolved

That the Schedule of proposed carry-overs from the 2007/08 financial year be approved.

Cr Pilkington / Cr Ormsby

Item-144 APPLICATION FOR TEMPORARY ROAD CLOSURE - OTOROHANGA BUSINESS ASSOCIATION

Discussion

The Engineering Manager presented the Engineering Support Officer's report on an Application received from Inframax Construction Ltd on behalf of the Otorohanga Business Association for various road closures within the Otorohanga Central Business District for the purpose of holding the Otorohanga Christmas parade and associated events.

Resolved

That approval be granted for the following road closures:

Purpose: Otorohanga Christmas Parade

Date: Friday, 5 December 2008

Details of Closure: **Otorohanga Christmas Parade**

MANIAPOTO STREET / S H 3 – from its intersection with Kakamutu road to its intersection with Te Kanawa Street/S H 31. Includes intersections with Ranfurly, Ballance and Tuhoro Streets.

RANFURLY STREET – from its intersection with Maniapoto Street to its intersection with Cowley Lane.

COWLEY LANE – entire length

WAHANUI CRESCENT – entire length

WHITTINGTON LANE – entire length

PINE STREET – entire length

HUNTER LANE – entire length

Period of Closure: 5.45pm to 8.45pm

Carols by Candlelight

MANIAPOTO STREET / S H 3 – from its intersection with Ballance Street to its intersection with Tuhoro Street.

Period of Closure: 8.30pm to 9.30pm

Detour will be by way of: Kakamutu Road, Turongo Street and Te Kanawa Street/SH31 OR Huiputea Drive.

With the following conditions imposed:

1. No objections are received from the NZ Police Department or Transit NZ.
2. Persons will be allowed through in the event of an emergency.

3. Otorohanga Business Association is to pay for all advertising costs in appropriate newspapers. Public notice advertisements are to be published in the Waitomo News.
4. Otorohanga Business Association is responsible for obtaining public liability insurance (and paying the cost thereof) to a minimum value of \$2,000,000. This is required to indemnify Council against any damage to property or persons as a result of activities during the road closure period. Council requires that it is held covered under the terms of such policy and accordingly the policy is required to be in both parties' names on the form prescribed by Council.
5. Otorohanga Business Association is to comply with the objection provisions contained in the Transport (Vehicular Traffic Road Closure) Regulations 1965.
6. Otorohanga Business Association is to notify the bus and taxi operators of the closures.
7. Otorohanga Business Association is solely responsible for signposting and policing of the roads to be closed and for the detour route. This includes arranging the delivery, erection and staffing of all road closure barriers and the removal thereof after closures.
8. Signs advising of the road closures are to be erected at the start and end of the closed portions of roads and on each intersecting road two weeks prior to the road closure. All signs are to be removed immediately after the closure. An Otorohanga Business Association representative is to meet with Council Engineering Staff regarding the required signs format, size, location and quantity of signs for approval before they are manufactured and erected.

Cr Prescott / Cr Ormsby

Item-145 APPOINTMENT OF NEW TRUSTEES - OTOROHANGA DISTRICT & COMMUNITY CHARITABLE TRUST

Discussion

His Worship summarised the Chairman of the Otorohanga District & Community Charitable Trust's report advising that two vacancies exist on the Trust which require a Council resolution to fill. He informed Members that the Trust administers funding left over from the former Otorohanga Town Hall project and is designed towards assisting youth and Young Achievers, from the District. His Worship outlined discussions he had had with the Chairman of the Trust. His Worship said he suggested perhaps the Trust could consider providing support for those persons displaying leadership skills, to attend leadership programmes.

Resolved

That Mrs Barbara Mora and Mr Wayne Orsler be appointed as Trustees to the Otorohanga District & Community Charitable Trust.

Cr Blackler / Cr Prescott

Item-146 MATTERS REFERRED FROM 26 AUGUST 2008

Discussion

The Customer Services Team Leader took Members through Matters referred.

OTOROHANGA STOP BANKS

The Engineering Manager reported Council staff have carried out a survey of the stop banks, plotted up the information and are now ascertaining how this fits in with what is the required profile. He said the levels of the stop banks need to relate to that of the waterway.

IT SYSTEMS

The Finance & Administration Manager reported an alternative quote had been obtained from Datacom however, the original quote from ConnectNZ was superior. He said this quote related to the use of a Smart Board system and its installation will be commenced within two weeks time.

GENERAL

LIBRARY MEETING ROOM

Cr Prescott reported he had received a complaint in relation to a flooding problem occurring over the weekend in the Library Meeting room facility. He said the 1.5 hour response time was too slow. His Worship replied outlining the reasons and background to the problem and the fact that contact had been made with Council's Community Facility Officer who was planting trees out in Kawhia.

WALTERS - RESERVE LAND

In reply to Cr Prescott he was informed that opposition to the proposal had been withdrawn.

ROAD SAFETY COMMITTEE

Cr Blackler reported on her attendance at a recent Road Safety Committee meeting. She said the proposed calendar was proceeding and that the Road Safety Coordinator would be coming back to Council for its approval to a three year programme. His Worship informed Members he had had discussions with the Coordinator and Waitomo District Council, in particular to the production of the calendar and said that the correct process had been followed however, there were times when Council could have 'stopped' the process. Members were informed the project was driven by NZTA with the Council's involved being only minor players. Emphasis will now be placed on the forthcoming three year period.

Cr Blackler referred to the changes in local bus routes with many being taken over by 'Go Bus' therefore it will be necessary for new safety signage to be printed. His Worship said he has written to all local Schools requesting them to advise him how they have actually been affected in order to put in place a strategy. Cr Pilkington queried whether the Road Safety Coordinator was aware issues of the Te Awamutu Courier are delivered to Kawhia.

ROADING FUNDING

Cr Adam raised the issue of funding available for roading. His Worship reported the Regional Land Transport Committee were currently going through a number of issues and outlined information received from LGNZ. His Worship reported historically 'R' funds have been accumulating because they have been generated at a faster rate than they have been allocated to approved activities. He said, in managing the National Land Transport Fund, Land Transport NZ, used the 'R' funds to progress nationally prioritised activities in order to minimise its unallocated funds. This has been referred to as borrowing from 'R' for 'N' purposes. His Worship said in order to compensate for this earlier under-allocation of 'R', NZTA has programmed an increased allocation of 'R' funds to activities over the balance of the 10 year funding period on the basis that 'R' funds will be fully allocated within that period. He reported this has meant the threshold as to which projects are funded from 'N' compared to 'R' has had to change. Previously projects such as seal extensions and pavement smoothing with a high benefit cost ratio had sufficient priority to be eligible for 'N' funding. However, these types of projects have a lower priority than other construction projects, for instance those that address safety, modal shift

or severe congestion. With the change in threshold projects with a lower national priority funded from 'N' now need to be funded from 'R'.

His Worship reported it had been agreed some years ago that a coordinated message be agreed to that the 'R' bucket be for the funding of regional corridors with the understanding that local Councils go ahead with 'doing local roads. He suggested that Council will be more creative in how it applies for funding under road maintenance. He said two solutions appear available, these being -

1. That the Government tops up the 'N' funding. This is estimated to be \$50M pa and in the current economic climate very unlikely; and
2. That the time period for the restoration of the 'R' fund to its correct end of life balance be extended thereby reducing pressure on the 'N' fund.

His Worship said this Council's projects are minor but important to us. Cr Pilkington said it had been suggested by Council's Roding Manager that workshops be held to discuss these issues. The Chief Executive advised it was so unlikely to extend the scope of improving roads particularly in this current environment therefore suggested that Council 'just roll out' its current roading programme, as is.

WAIPAPA ROAD SLIP

Cr Gower referred to the excellent article on the Waipapa Road slip in today's issue of the Waitomo News. He queried whether Council staff were satisfied with the response time, at the time the slip occurred. The Chief Executive outlined his discussion with local farmer Mr John Bull. He said Council was not satisfied with the time the Contractor took to respond to the problem and that this had been taken up with the Contractor.

ZONE 2

His Worship reported Otorohanga has been allocated hosting for a Zone 2 meeting probably around March 2009. He queried whether Members had any items they wished to be raised.

MAYORAL FORUM MEETING

His Worshp referred to the activities of Civil Defence and advised that, at a Mayoral Forum meeting recently, Environment Waikato had been requested to review the structure and funding of Civil Defence.

Cr Pilkington reported the Kawhia Community was trying to help themselves and that a further meeting will be held on 20 October 2008. She queried with the Environmental Services Manager whether the CB radio had been checked over.

TOP TOWN EVENT

His Worship reported Otorohanga Community Board Chairperson Mrs Liz Cowan had organised a team to participate in a Top Town event to be held first/second week of December 2008 in Christchurch. He said advice will be received this week whether the team has been accepted for the event.

AOTEA WATER FRONT LAND

The Chief Executive referred Members to an offer Council had forwarded sometime ago to purchase land at the water front in Aotea. He said this was an area of land upon which a picnic table is erected. The Chief Executive advised this offer had been unsuccessful however, Council has once again been invited to express an interest in one of the sections. His Worship outlined the current situation and said that Council would be bidding on Reserve land only, a piece of land now surplus to requirements. It was agreed the matter be referred to Council's Aotea representative on the Kawhia Community Board as to how valuable Residents see this piece of land.

WAIKERIA PRISON COMMUNITY LIAISON COMMITTEE

Members were informed the next meeting of the Waikeria Prison Community Liaison Committee will be held on 13 November 2008.

MEETING CLOSED

The meeting concluded at 12.25pm.

MAYOR:

DATE:

