



Otorohanga Community Board

# MINUTES

8 October 2009

## OTOROHANGA COMMUNITY BOARD

8 October 2009

Minutes of an ordinary meeting of the Otorohanga Community Board held in the Council Chambers, Maniapoto St, Otorohanga on Thursday 8 October 2009 commencing at 4.03pm.

### MINUTES

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## **PRESENT**

Mrs EM Cowan (Chairperson), Mr TJ Jones, Mr B McNeil, Mr AG Ormsby, Mr RJ Prescott and Mr PD Tindle.

## **IN ATTENDANCE**

His Worship the Mayor, Mr DF Williams, Messrs G Bunn (Finance & Administration Manager), R Chadwick (Engineering Manager) and CA Tutty (Governance Supervisor).

## **CONFIRMATION OF MINUTES - 10 SEPTEMBER 2009**

**Resolved** that the minutes of the meeting of the Otorohanga Community Board held on 10 September 2009, as previously circulated, be approved as a true and correct record of that meeting.

**Mr Prescott / Mr Jones**

## **TABLED REPORTS**

### **Discussion**

Applications for Temporary Road Closures - Otorohanga Christmas Parade and Otorohanga Cycling Extravaganza - were tabled at the meeting.

### **Resolved**

That the Engineering Support Officer's reports on Applications for Temporary Road Closures for the Otorohanga Christmas Parade and Otorohanga Cycling Extravaganza be accepted into the Agenda for this meeting.

**Chairperson / Mr McNeil**

## **REPORTS**

### **Item-123      DRAFT MANAGEMENT ACCOUNTS FOR OCB TO 30 JUNE 2009**

#### **Discussion**

The District Accountant attended the meeting and presented the Draft Management Accounts to 30 June 2009. He reported that all losses from the Westridge subdivision have been brought through into the account however, when the sale of the remaining sections at Progress Park are finalised, the proceeds will off-set these losses.

The Finance & Administration Manager said the accounts have only funded depreciation up to the amount budgeted. He said the revised valuations have been identified within the LTCCP. With regard to infrastructure, the Finance & Administration Manager advised that the record of Council's pipes, etc, has greatly improved over the years. The Engineering Manager agreed that Council's infrastructure records are now in 'pretty good' shape. He said changes in valuations can occur due to factors like the current economic situation or contract prices.

Mr McNeil requested, in future, that staff note or highlight at the bottom of each account, reasons why there have been any major variances.

#### **Resolved**

That the Draft Management Accounts for the Otorohanga Community Board for the year ended 30 June 2009 be received.

**Mr Prescott / Mr Jones**

## **DISTRICT ACCOUNTANT**

The District Accountant left the meeting at 4.35pm.

### **Item-124 DISTRICT PLAN DESIGNATIONS**

#### **Discussion**

The Engineering Manager summarised his report advising that, as part of Council's current review of the District Plan, it is required that the existing list of designations in the Plan be assessed. Accordingly the Community Board has been requested to consider areas of possible changes and confirm if the designation should be retained, included or removed.

The Engineering Manager informed Members it was important to retain the current service lanes otherwise businesses would be loading off Maniapoto Street. His Worship said, in the past Council has agreed that Service Lanes be incorporated into property owners titles. He said he was surprised to see these as Service Lanes on Council's books. In addition the proposed Service Lane from Tuhoro Street to Lawrence Street would be unlikely to proceed. The Engineering Manager advised that the content of his report had been taken from Council's GIS records and District Plan. Mr McNeil expressed the opinion that the Board cannot make an informed decision on the information provided and requested that more research be undertaken. His Worship agreed the Board had a rationale behind its agreement to retain Service Lane status. He suggested the matter be discussed in a workshop situation with more consideration being given to the rationale behind the Service Lane status.

#### **Resolved**

That the Engineering Manager's report on District Plan Designations be deferred for further consideration in a workshop situation, with the Environmental Services Manager and the Engineering Manager in attendance.

#### **Mrs Cowan / Mr Ormsby**

### **Item-125 OTOROHANGA WASTEWATER WETLANDS PROPOSED REPLANT**

#### **Discussion**

The Engineering Manager presented the Water Services Engineer's report advising that plant coverage within the sewerage treatment wetlands has reduced which has resulted in a lower quality of effluent being discharged into the Mangaorongo Stream and a significant non-compliance audit from Environment Waikato (EW). The Chairperson queried whether it was a case of unsuitable plants being used as a cause to this situation. Mr McNeil agreed and questioned why there had been a reduction in the plants and what had caused this. The Engineering Manager replied there were a combination of reasons however, the original plants were recognised for that purpose. He said Pukeko in the area have become a nuisance. The Engineering Manager reported that when new planting is undertaken the plants will be secured with bamboo stakes. The Engineering Manager referred back to 2008 when Council approached a number of Companies to carry out this work and only one party expressed interest, but they never turned up. Mr Prescott queried whether the proposed planting could be carried out under the Community Max scheme. His Worship replied he suspected this work would be more specialised. The Engineering Manager reported that replacement planting needs to be carried out every two years and that the proposed firm has agreed to monitor the situation at no additional cost. His Worship said this facility should be subject to an Asset Management Plan and queried how this sits within the long term management/operation of the Plant. The Engineering Manger replied it was recommended from the start that monitoring and plant replacement would be required. His Worship said this should be part of a regular circuit.

Mr McNeil queried the matter of depreciation on this asset. The Finance & Administration Manager advised that the initial plants were treated as Capital items. It was suggested then that use be made of the depreciation to fund the replacement plants.

The Engineering Manager referred to the staff report and said this was now contrary to a decision of Council that any unused money be utilised for another job. The Chairperson expressed the opinion that should the proposed re-planting be required to improve the quality of the effluent discharge then it should be done. She said, at every Estimates time this planting needs to be identified in the budget. Mr Jones queried how the proposal would be funded. His Worship advised it would be necessary for the Board's representatives to explain to Council why it is necessary to undertake the work. Mr McNeil felt that consideration of this matter was being based on a number of assumptions and said Board Members need to have it confirmed why there has been a reduction in plants. His Worship informed Members whatever decision it makes, the Board is there to govern and the management of any decision is the responsibility of staff.

### **Resolved**

That the replanting of the sewerage treatment wetlands be undertaken during the current financial year, the work to be funded from the carryover of the unspent sewer main renewal budget from 2008/09 and the sundry improvements allocation for 2009/10, with particular reference to option B in the Water Services Engineer's report.

**Mr Prescott / Mr Ormsby**

## **Item-126            BERM PLANTING 20 THOMSON AVENUE, OTOROHANGA**

### **Discussion**

The Engineering Manager summarised the Contracts Engineer (Roading) report advising that Ms Frances Rawlings has written to request consideration by the Board for the written consent for her rock garden and berm plantings outside 20 Thomson Avenue to remain. The Chairperson reported she had visited the site and during recent substantial rain no metal had been washed off onto the footpath or into the kerb and channel. She said the plants installed will stay small and that the whole area looks very attractive and professional. The Chairperson expressed the opinion that one or two conditions could be placed on the area to ensure that plantings are maintained, and that' should services under the berm be required then Council will have the authority to dig the area up. His Worship said this was perhaps a bigger issue and queried what sort of town the Board wanted. He said whatever decision is made the Board has to be consistent and this is to apply to every property owner. Members were informed that as long as the Applicant is aware that should services under the berm be required and part of the garden dug up, so be it. The Chairperson referred to the Otorohanga District Traffic Bylaw 2005 Clause 13 and felt that this was appropriate. The Engineering Manager queried whether the Board will be setting a precedent. His Worship expressed the opinion that such development should be encouraged to help with the beautification of the town.

### **Resolved**

That the Otorohanga Community Board permit the installation of a rock garden and plantings located on the berm outside 20 Thomson Avenue, as all the conditions of the Otorohanga District Traffic Bylaw 2005, Clause 13 have been met, subject to any metal and plantings to be kept off the footpath and out of the kerb and channel and furthermore, should any work in the future be required to uncover services to the property, then the reinstatement will be at the owners cost.

**Chairperson / Mr McNeil**

## **Item-127            MATTERS REFERRED FROM 10 SEPTEMBER 2009**

### **Discussion**

The Chairperson took Members through Matters Referred.

It was agreed to delete the following items - 2. i., ii, 4. i. and ii.

## **Item-128            APPLICATION FOR TEMPORARY ROAD CLOSURE – OTOROHANGA CHRISTMAS PARADE - TABLED ITEM**

### **Discussion**

The Engineering Manager presented the Engineering Support Officers report on an Application 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. Members were informed that approval is being sought from Transit NZ and the Otorohanga Police Department.

### **Resolved**

That approval be granted for the following road closures:

Purpose:                            Otorohanga Christmas Parade

Date:                                Friday, 4 December 2009

Details of Closure:            **Otorohanga Christmas Parade**

**MANIAPOTO STREET / SH3** – from outside Kiwitown Liquor Centre to its intersection with Te Kanawa Street / SH31. Includes intersections with Ballance and Tuhoro Streets.

**Period of Closure:** from commencement of the Parade to immediately at the completion of the Parade – apx 7.00pm to 8.00pm

**MANIAPOTO STREET / SH3** – from its intersection with Kakamutu Road to its intersection with Te Kanawa Street / SH31. 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 / SH3** – from its intersection with Ballance Street to its intersection with Tuhoro Street.

**Period of Closure:** 8.45pm to 9.45pm

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.

**Mr Tindle / Mr Prescott**

**Item-129 APPLICATION FOR TEMPORARY ROAD CLOSURE - OTOROHANGA CYCLING EXTRAVAGANZA - TABLED ITEM**

**Discussion**

The Engineering Manager presented the Engineering Support Officer's report on the application from a joint venture between Sport Waikato, Te Awamutu Sport Cycling and the Otorohanga District Council for various road closures within the Otorohanga township for the purpose of holding an Otorohanga Cycling Extravaganza and associated events.

**Resolved**

That approval be granted for the following road closures:

Purpose: Otorohanga Cycling Extravaganza

Date: Saturday, 12 December 2009

Details of Closure: **Otorohanga Cycling Extravaganza**

**KAKAMUTU ROAD** – from its intersection with Te Kawa Street to its intersection with William Street. Includes intersection with Domain Drive.

**WILLIAM STREET** – entire length

**HINEWAI STREET** – from its intersection with William Street to its intersection with Te Kawa Street

**TE KAWA STREET** – from its intersection with Hinewai Street to its intersection with Kakamutu Road

**Period of Closure:** 8.00am to 4.30pm

Detour will be by way of: Gradara Avenue, Domain Drive and Alex Telfer Drive; AND Haerehuka Street, Bledisloe Avenue and Hinewai Street.

With the following conditions imposed:

1. Persons will be allowed through in the event of an emergency.
2. The applicants to pay for all advertising costs in appropriate newspapers. Public notice advertisements are to be published in the Waitomo News.
4. The applicants are 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. The applicants are to comply with the objection provisions contained in the Transport (Vehicular Traffic Road Closure) Regulations 1965.
6. The applicants are to notify the bus and taxi operators of the closures.
7. The applicants are 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. The applicant's 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.

**Mr Tindle / Mr Prescott**

**GENERAL**

**OTOROHANGA CARAVAN PARK**

Mr Ormsby referred to the tenders received in respect of the Lease of the Otorohanga Caravan Park and queried, who other than staff, would be involved in the consideration of the tenders. The Chairperson expressed the opinion she would like to see the Otorohanga Community Board involved. His Worship questioned whether this could be possible as the tenders would be subject to the required criteria. It was agreed that this matter be checked with the Chief Executive next week.

**FINANCE & ADMINISTRATION MANAGER**

The Finance & Administration Manager left the meeting at 5.26pm.

**ROADWAY OUTSIDE MCDONALDS RESTAURANT**

Mr Ormsby reported that it was proposed to lose a number of carparking spaces in Maniapoto Street outside the Otorohanga Club due to the proposed road works at the intersection of State Highway 3 and 31. He queried whether there was any room for compromise and said he was disappointed as to what had happened. Mr Ormsby also referred to the installation of a median strip outside Beattie Home and felt that, due to the camber of the road, this was not suitable for the elderly. His Worship replied this matter has been a very long process, with the final design being approved by Transit. He said they refuse to compromise on the design. His Worship said Maniapoto Street is a State Highway and thus a Transit road however, any consultation at this point in time would be embarrassing for all concerned. Members were asked as to what point did any consultation/notification take place with property owners in the vicinity and who's responsibility was it to ensure this happened. His Worship stressed the point that the car parking spaces are not owned by the businesses in the area. He said, no particular business in the area, would be disadvantaged by their removal. Members were asked who was responsible to consult with the affected property owners regarding the final plan. The Engineering Manager replied it was Council's understanding that Transit would have consulted with all the parties concerned.

The Chairperson suggested an informal meeting be held with Transit, including discussion on its relationship with the Community.

His Worship undertook to clarify the matter on the return of the Chief Executive.

### **WESTRIDGE SUBDIVISION PROPERTIES**

Mr Ormsby referred to bark, etc washing off a property in the Westridge subdivision blocking culverts. He said Council needs to be firmer in its approach on people not complying with the Bylaw. His Worship agreed that they should feel the 'full weight' of Council.

### **PROPOSED COMMUNITY GARDEN**

Mr Prescott reported he had received an approach from Mr Chris Heppenstall wishing to establish a Community Garden. Mr Prescott queried, on behalf of Mr Heppenstall, what land would be available for this purpose. His Worship replied that an advertisement had been placed recently regarding the establishment of a Community Garden, to which very little uptake was received. The Chairperson suggested the proposal be considered at the next Committee meetings.

Mr Tindle queried why such a proposal needs to be considered and what has driven it. His Worship said there would need to be some formal structure around such a proposal. Mr Tindle suggested Mr Heppenstall make a presentation to the Board on his ideas for the proposal.

Mr Tindle also referred to his suggestion that the Community Board go out to the public to ascertain their expectations, etc. It was agreed consideration of this matter be carried out at the next Committee meetings to be held 28 October 2009.

### **COMMUNITY TOUR**

Members were informed that a Community Tour will be undertaken on Wednesday 28 October 2009, commencing at 3.30pm. This tour will be carried out prior to the 5.00pm Committee meetings.

### **COUNCIL/BOARD EXPECTATIONS**

His Worship referred to a number of matters coming up such as the Skateboard Facility and Arts Centre and said it was now the role of the Board to lead the way, have discussion and for Members to get involved in these various projects. He said he is there to support Members however, will now refrain from taking a lead role in these matters.

### **WAHANUI CRESCENT MOTOR RALLY**

The Engineering Manager referred to a recent motor rally incorporating Wahanui Crescent and reported that the reason to cancel the actual road closure proposal was due to the low number of vehicles competing. He said nine vehicles took part in the rally which was carried out without any formal road closure.

### **PROJECT KIWIANA COMMITTEE**

The Chairperson reported that the AGM of the Project Kiwiana Committee is to be held on 3 November 2009 commencing at 5.30pm. She said it will be the 10<sup>th</sup> anniversary of the Committee.

### **KEEP NZ BEAUTIFUL**

The Chairperson reported Otorohanga had won an award under the 'Keep New Zealand Beautiful' programme for a town of under 10,000 people. The nomination had been for the development of the Ed Hillary Walkway. She said a \$1500 cash prize is to be received. The Chairperson said it had been suggested that the prize money be used towards providing signage,

in particular highlighting the location of the Ed Hillary Walkway. The Chairperson advised that Council's Roading Manager, Mr Martin Gould, had agreed to put some concepts together.

#### **SKATEBOARD FACILITY**

The Chairperson referred to a model of a skateboard facility made by Kahn Ingham and suggested Kahn be asked to present this to the next Board meeting.

#### **OTOROHANGA ART HOUSE**

The Chairperson informed Members it will be necessary for the Board to look at the Lease agreement in respect to the Otorohanga Art House.

#### **OTOROHANGA GARDEN JUDGING**

It was agreed the annual Otorohanga Garden judging be carried out on Monday 16 November 2009. The Chairperson and the Governance Supervisor undertook to appoint judges for the competition.

#### **MEETING CLOSURE**

The meeting concluded at 5.50pm.

#### **CHAIRMAN:**

**DATE:** 12 November 2009

