OTOROHANGA
DISTRICT COUNCIL
make the kiwi connection

Otorohanga District Council

MINUTES

16 November 2010

OTOROHANGA DISTRICT COUNCIL

16 November 2010

Minutes of an ordinary meeting of the Otorohanga District Council held in the Council Chambers, Maniapoto St, Otorohanga on Tuesday 16 November 2010 commencing at 10.05am.

MINUTES

Minutes are unconfirmed and subject to amendment at the next meeting of Council.

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PRESENT

Mr DF Williams (Mayor), Crs MM Baxter, S Blackler, RM Johnson, AG Ormsby, KM Phillips, DM Pilkington and RJ Prescott.

IN ATTENDANCE

Messrs DC Clibbery (Chief Executive), R Chadwick (Engineering Manager), GD Bunn (Finance & Administration Manager), RF Proffit (Policy Manager) and Mrs A Burdon (Executive Assistant).

OPENING PRAYER

Cr Baxter read the Opening Prayer.

ITEMS TO BE CONSIDERED IN GENERAL BUSINESS

The Chief Executive advised a letter has been received from Environment Waikato regarding an appointment to the West Coast Liaison Sub-committee that requires a resolution.

CONFIRMATION OF MINUTES - 26 OCTOBER 2010

Resolved that the minutes of the meeting of the Otorohanga District Council held on 26 October 2010 as previously circulated, be approved as a true and correct record of that meeting.

Cr Prescott / Cr Pilkington

MATTERS ARISING

ROAD SAFETY REPORT

Cr Blackler requested that the above item on page 9 be amended to read "Cr Blackler reported that $88,000 has been budgeted between…"

REPORTS

Item-17 OTOROHANGA COMMUNITY BOARD MINUTES 28 OCTOBER 2010

Resolved

That the minutes of the meeting of the Otorohanga Community Board held on 28 October 2010 be received.

Cr Prescott / Cr Ormsby

Item-18 KAWHIA COMMUNITY BOARD MINUTES 29 OCTOBER 2010

Discussion

MATTERS ARISING

ONEPU TRUST - COMMUNITY

Cr Pilkington advised that on page 6, Mrs Scott's name is incorrect. It should be Daisy Scott.

AOTEA

Cr Pilkington requested a change on page 7, second paragraph, second sentence, to read "He said this had been signed by 170+ people and now…"

BIRDSONG GALLERY

Cr Pilkington requested the correct spelling of Gallery in the title.

Resolved

That the minutes of the meeting of the Kawhia Community Board held on 29 October 2010 be received.

Mrs Pilkington / Cr Phillips

POLICY MANAGER

The Policy Manager left the meeting.

Item-19 DISTRICT LIBRARIANS REPORT FOR JULY - SEPTEMBER 2010

Discussion

The District Librarian attended the meeting and presented her report and the main highlights over the last four months. She advised it was pleasing to see more people coming into the library although she suspected most were coming in to use the free computers. The District Librarian advised she is hoping the new stand alone Library website will be up and running by Christmas. She reported that they had had a successful school holiday programme and are planning now for upcoming Christmas reading programme. She reported that the Friends of the Library have now wound up.

In reply to Cr Pilkington's query if anyone had been invited to be part of the Kete programme from Kawhia, the District Librarian advised that Carole Shepheard had been but was not able to attend the meeting although she has been kept up with the information. Cr Pilkington said it was excellent that partnerships were being formed with schools and the Kiwihouse – to which she gave her congratulations on this. His Worship congratulated the District Librarian on her comprehensive report.

Resolved

That the District Librarian's report for the period July to October 2010 be received.

Cr Pilkington/ Cr Prescott

Item-20 ROUTINE ENGINEERING REPORT

Discussion

The Engineering Manager presented his report and highlighted a number of points.

In reply to Cr Pilkington's query regarding the absence of e-recycling at Hauturu School this year, the Engineering Manager advised that last year the school had organised this themselves and then arranged transport into Otorohanga.

In reply to Cr Pilkington's query regarding removing a non-return valve, the Engineering Manager advised that a valve had been installed into the system to stop water being able to run back into tank however, over time this must have become buried. At some later stage someone had then put in another valve not seeing the first one.

Cr Phillips queried whether there had been any feedback on the installation of the odour filter. The Engineering Manager advised he had not received any to date. In reply to Cr Ormsby's query regarding whether the Contractors were back to normal operation, the Engineering Manager advised they were.

Cr Johnson queried the maintenance programme for metal roads. The Engineering Manager advised that there are four rounds of grading per year however, some roads didn't require all four grades and some roads required more. He advised that traffic volumes, locations and road gradients were used to determine this. His Worship advised that due to the change in use of some roads, these roads needed more attention. He said this was when Council relied on Councillors and Ratepayers to advise them. The Engineering Manager advised that due to the 'circuit' the Contractor was on, if needed, spot metalling an area was an interim step. Cr Blackler advised that the unsealed roads in the Wharepuhunga district are holding up very well.

His Worship advised that for the last 25 years Council's aim was to have 65 percent of its roads sealed. This has now been achieved and Council is acknowledging that some roads will never be sealed. He said Council's commitment was to do modest sealing when budgets allow. He said if a road cannot be sealed then Council will provide good quality metal roads. His Worship advised that roading makes up 65-70 percent of Council's budget.

Cr Phillips queried Council's policy on Underpasses and whether a set time had been given for farmers to have underpasses in place as opposed to using stock crossings. The Engineering Manager advised that the Stock Movement Bylaw was in place which sets this out. He said every farm that required an underpass was advised of Council's policy. He said that a subsidy was available to farmers ranging from a minimum of $2500 up to $17,500, which was dependent on the road's traffic count, stock numbers and numbers of crossings.

The Chief Executive advised that a Council Tour will be arranged in December/January to look at the District's roads, with a workshop to follow.

Resolved

That the Engineering Manager's Routine Engineering report be received.

Cr Phillips / Cr Baxter

Item-21 NZTA AUDITS OF THE ROADING NETWORK

Discussion

The Roading Manager attended the meeting and presented his report. He advised Councillors that if they required hard copies of any of the audits, to please let him know.

Cr Blackler advised complaints had been received regarding Lurman Road and queried if this road could be added to the list for investigation.

Cr Pilkington advised that she had received comments regarding a section of Harbour Road where two trucks were unable to pass safely side by side. She said it was a safety matter for Contractors using this road.

The Roading Manager said that road sweeping was undertaken to remove the loose metal that had migrated from entranceways onto the carriageway. He advised the opinion was to seal unsealed roads back 100m from intersections and to have entranceways sealed. He reported that a 50/50 subsidy to assist owners was available to seal their entrances. Cr Phillips expressed the opinion the subsidy needed more proactive promotion. The Engineering Manager advised a good deal of advertising had taken place a couple of years ago with only two taking up the offer of the subsidy. He said however, it was time to advertise this again. Cr Johnson expressed the opinion that sweeping seemed to be a repetitive exercise for no real benefit.

Regarding the Road Edge Vegetation Policy, the Roading Manager advised there was no evidence from crash investigation in the district that visibility had been an issue. Cr Phillips, from speaking to a former Engineering Manager, said he believed if roadsides were sprayed that drivers tended to drive on the road edges more causing damage.

The Roading Manager advised that the Defects Liability has been extended from six to 12 months for a new road which is to be vested in Council.

Cr Phillips queried how long it would be before all the RAMM information was completed in the computer programme. The Roading Manager advised that the bulk of work had been completed but still some field validation work needed to be finished and then inputted. He advised the information inputting was ongoing but it was close to having everything in the programme. The Engineering Manager advised that a lot of information was inputted into the programme in a very short time, with possibly some data being 'guess work'. He said a lot of data was not updated as it became available, that the programme needs to be regularly updated. The Engineering Manager advised the programme is quite an intensive one with some Council's having one or two full time staff specifically dedicated to keeping their RAMM programme updated. He advised that the Engineering Officer (Design) has now taken over responsibility for this programme.

Cr Pilkington extended her congratulations to the Roading team on good positive outcomes and roads.

Cr Prescott thanked the Roading Manager for his excellent report for the Otorohanga Community Board drive around.

Resolved

That

1. This report be received, and the programme of actions resulting from the NZTA Procedural Audit, Road Infrastructure Safety Assessment & Technical Review be adopted.
2. All rural roads identified in the Draft District Plan as road order 2 are to be inspected and a programme of curve widening drawn up. Construction works are to be undertaken starting in the 2011/12 financial year using a budget set at 5% of the Minor Safety Improvements allocation.
3. The issue of loose metal migration from entranceways is considered separately following a more detailed investigation into the options of subsidised schemes on the road order 2 network.
4. The suggestion to increase vegetation control is not acted upon at this time.
5. All new road carriageways vested in Council ownership shall be subject to a twelve month defects period from the date of the issue of the 224 (c) certificate.

Cr Pilkington / Cr Blackler

Item-22 ROAD SAFETY COORDINATOR QUARTERLY REPORT

Discussion

The Road Safety Coordinator attended the meeting. The Roading Manager advised that the Road Safety programme is a joint one with Waitomo District Council and is working well.

The Roading Manager advised that the basis of the work carried out by the Road Safety Coordinator is laid out in the Road Safety Action Plan which was put together by Waipa, Waitomo and Otorohanga District Councils with the Police having a big input. He advised the next Road Safety Action Plan meeting is to be held in Otorohanga on 24 November, 12.30-3.00pm, with an invitation extended to Elected Members. Cr Prescott advised he will attend and possibly Cr Pilkington.

The Road Safety Coordinator outlined some of the programmes she is involved in and products available. She advised that funding for the programme is 75 percent from the NZTA, with Council's commitment being $11,000 pa. She advised that Drivers Licences are a major issue in the District with 40-50 percent of drivers on the District roads not driving on the correct licence. She said a Driving Instructor comes to Otorohanga once a month to take drivers for a one-off

'confidence boosting' lesson, free of charge. She said a major problem for many drivers to get their Licence is nerves.

His Worship expressed the opinion that for this Council's financial contribution, this is extraordinary value.

Resolved

That

i. The quarterly report from the Road safety coordinator be received

ii. An annual meeting is jointly held with Waitomo District Council representatives to confirm the annual programme of the Road safety coordinator

iii. A new regular report on road safety issues and initiatives is provided to Council on a quarterly basis

iv. A Council member is invited to attend the next Road Safety Action Plan meeting on 24 November 2010

Cr Prescott / Cr Johnson

ENVIRONMENTAL SERVICE MANAGER

The Environmental Services Manager attended the meeting.

Item-23 POTENTIAL NEW COUNCIL LOGO

Discussion

The Chief Executive expressed the opinion that the District's entrance signs at the five main entrances into the District are looking very tired and that the cut-out kiwi design needed updating. He said they were replaced some five years ago, at a cost of approximately $6,000, but with the design colours they are now looking decidedly faded. He suggested that if Council was going to go to the expense of new entrance signs, was it also an appropriate time to look at the whole concept of the District's logo.

The Chief Executive reported that for many Council's their identity was based on something physical in their City/District. He expressed the opinion that this District does not have any distinctive physical features to attach its identity to. He said 20 yrs ago when Council's logo was designed the Kiwi House was the District's main feature, which was where the kiwi beaks design came from.

The Chief Executive advised that Kiwiana has now been a successful feature in Otorohanga for over 10 years and it would be appropriate to use this as an identity for the District. His Worships expressed the opinion that Mr David Walmsley could come up with a suitable concept design. Cr Johnson said he believed the Community should be involved and asked to come up with a concept design then everyone could have a say in it. His Worship said that the Otorohanga District Development Board is Council’s vehicle for discussion and they usually do involve the Community however, the response is usually minimal. The Chief Executive said Council is not working with a clean slate and there is not that much scope for imaginative thinking. He expressed the opinion that a lot of good work and expense has already gone into creating what Kiwiana has so why 're-invent the wheel'. The Chief Executive said he thought the Otorohanga entrance signs were very skilful and doubted that a Community exercise would come up with anything better. He said the ODDB represents urban, rural and Kawhia not just Otorohanga. Cr Pilkington said she would raise Cr Johnson's issue with the ODDB. His Worship advised that the resolution is only signalling 'in principle' a desire to make a change.

Resolved

That discussion takes place with the Otorohanga District Development Board in respect of developing new logos for the Otorohanga District, based on a Kiwiana icon theme.

Cr Johnson / Cr Phillips

Item-24 ALTERATION TO DESIGNATION - MAIR STREET

Discussion

The Environmental Services Manager presented the District Planner's report.

Resolved

That subject to Section 181(3) and 182 of the Resource Management Act 1991 the Otorohanga District Council hereby alters the boundaries of the stormwater drainage designation comprising of Lots 1 and 2 DPS 388902, Lot 23 DPS 19006, Pt Secs 7-9, 11-14 in both the Operative and Proposed District Plan by removing Lot 2 DPS 388902 from this designation.

Cr Ormsby / Cr Prescott

Item-25 ADOPTION OF GAMBLING VENUE POLICIES

Discussion

The Environmental Services Manager presented his report. Cr Pilkington reported the Policy now reflects what Elected Members are hearing in the community.

Resolved

That the Otorohanga District Council Class 4 Gambling Venue Policy 2010 and the Otorohanga District Council TAB Board Venue Policy 2010 be adopted.

Cr Pilkington / Cr Baxter

Item-26 DEVELOPMENT CONTRIBUTION NOTICE WITHDRAWN

Discussion

The Environmental Services Manager presented his report.

Resolved

That the report from the Environmental Services Manager be received.

Cr Blackler / Cr Pilkington

Item-27 ODDB AMENDMENTS TO CONSTITUTION

Discussion

The Chief Executive presented his report outlining the Otorohanga District Development Board's request for amendments to their Constitution. In reply to Cr Phillips' query regarding how many Members were on the Board and how frequent was the rotation, Cr Pilkington advised the Board had up to 10 Members with a three year rotation. His Worship advised the amendments would allow Members to better manage the Board. He reported there were now more and more people

wishing to join the Board, which allowed them to choose the particular skill set needed for the next three years. He said it was about proactive management and flexibility.

Resolved

That the requested amendments to the constitution of the Otorohanga District Development Board, as outlined in the attachment to this report, be approved.

Cr Pilkington / Cr Prescott

Item-30 LOAN RAISING 2010/11

Discussion

The Finance & Administration Manager presented his report. In reply to Cr Phillips, the Manager advised that Council's Long Term Plan forecasts the interest rate on debt at 7 percent. Currently Council is able to raise short term finance at less than that rate.

In reply to Cr Johnson's query, the Finance & Administration Manager advised that it was the ability to raise the loan, not actually raising it.

Resolved

That

1. Pursuant to the Local Government Act 2002, Council resolves to authorise the Chief Executive to borrow up to $4,500,000 for a term not exceeding ten years, secured against the rates revenue of the District, and targeted rates as provided for in any Deed of Charge.
2. The purpose of the loan shall be to refinance existing debt, to allow the works contained in Council's Annual Plan for 2010/2011 and other works to be carried out.
3. Council delegates to the Chief Executive the authority to determine:
   - the coupon rate;
   - the period of interest payments;
   - the maturity date;
   - any other terms and conditions necessary for the issuing of security and for compliance with the Local Government Act, any other applicable Act, the security, and the Register and Paying Agency Agreement, and to issue such debenture stock with a face value sufficient to yield the sum $4,500,000 and execute such; and
4. To give one or more certificates in respect thereof for the purposes of the Local Government Act.
5. And further that, in authorising this borrowing, Council has considered the risks and benefits associated with the proposal and is satisfied that the proposed borrowing complies with Council's Borrowing Management Policy.

Cr Phillips / Cr Ormsby

Item-28 INFORMATION SHARING AGREEMENT WITH NGATI HIKAIRO

Discussion

Representatives of Te Rūnanganui o Ngāti Hikairo attended the meeting and a formal signing ceremony took place.

Resolved

That

1. The attached “Agreement for Heritage Information - Ōtorohanga District Council and Te Rūnanganui o Ngāti Hikairo” be formally signed by both His Worship the Mayor, Dale Williams and the Chairperson of Te Rūnanganui o Ngāti Hikairo, Kingi Porima.
2. Council adopt the attached Agreement for Heritage Information.

His Worship the Mayor / Cr Blackler

COUNCIL ADJOURNMENT

His Worship declared the meeting adjourned for lunch at 12.45pm and resumed at 1.30pm.

His Worship extended his congratulations to Council's Policy Manager, Mr Reginald Proffit, who he said had skilfully negotiated the Agreement for Heritage Information document between Council and Te Rūnanganui o Ngāti Hikairo. He said building better relationships with Iwi had been talked about for the 16 years he had been on Council and it was now very satisfying to see these relationships being built. His Worship said the Policy Manager had certainly advanced Council and he expected Council would be well respected and highly thought of because of his work. He said that when Council is involved in Resource Consent issues, etc, it was a tremendous help to know the people they were working with. His Worship sincerely thanked the Policy Manager for what he has done up until now.

Item-29 DRAFT MANAGEMENT ACCOUNTS TO 30 SEPTEMBER 2010

Discussion

The Chief Executive gave introductory comments on the first quarter's accounts for the benefit of the new Members.

The District Accountant attended the meeting and presented the Draft Management Accounts to 30 September 2010 and took Member through the Accounts.

Cr Pilkington queried Community Footpaths on page 3 and whether this should be split with Kawhia and also that the District Funding should be 80 percent General Rate / 20 percent UAGC, not 90 / 10 as shown.

In reply to Cr Phillips' query regarding 45 percent of revenue having come in already, the District Accountant advised that rates are struck twice a year therefore almost half of the rates income will be received in the first quarter, with the other half in the third quarter.

Cr Blackler queried Engineering & Services overhead costs to which the Chief Executive advised this was because of the change from Contract to in-house provision of Water Service, with budgets having been set up for Contractor deliver.

The Chief Executive advised it had been a struggle to stay within budget as there had been some unforeseen expenditure which, although not large, had all added up.

The Finance & Administration Manager suggested a workshop of approximately two hours for Members to go through the Annual Plan process, how accounts are made up, Council's rating mechanisms, and the funding review. He suggested this workshop follow the next Council meeting on 14 December 2010.

Resolved

That the Draft Management Accounts for the year ended 30 September 2010 be received.

Cr Phillips / Cr Prescott

Item-31 ODC MATTERS REFERRED FROM 26 OCTOBER 2010

Discussion

WALKER RD

The Engineering Manager advised he has been corresponding with the Consultant responsible for Corrections properties. He then read a letter received from the Consultant that stated Corrections would not fund improvements to the existing road because of security issues and now want the situation finally resolved. They advised they are not happy for access to be through Walker Rd and have suggested an alternative route. Cr Blackler reported the farmers now would like the status quo to remain and are just requesting a load of metal for them to maintain the road. The Roading Manager advised that Corrections would like the issue resolved and with Walker Road is on their private land, they are within their rights to shut the gate and not allow access. He said the change has occurred because the Prison has grown from initially a Borstall to now being Medium Security Prison.

Cr Baxter expressed the opinion that if Walker Road is closed and a new road formed, it will still be over Corrections land and what would happen in the future if the Prison grows further. He said there was a need to get all parties together around the table.

Cr Blackler advised the status quo is not an option because safety concerns exist on Walker Road with a school bus and milk tanker daily using the road.

The Engineering Manager reported the potholes have been filled. He said a meeting would be called with the parties concerned to discuss the issues, get everyone's points of view and to possibly convince them that they need to spend the money to resolve the issue. The Chief Executive suggested it is not Council's issue but Council would like to help land owners and Corrections get together to resolve the issue. It was agreed the Engineering Manager would have an initial discussion with the parties but if no common ground could be found then they would be advised they were on their own to move forward.

It was agreed to leave this issue on Matters Referred.

ENVIRONMENT WAIKATO

The Engineering Manager advised he had nothing further to report at this stage.

OTOROHANGA MOWING CONTRACTOR

The Engineering Manager advised a meeting has been arranged with the Contractor to follow up. Cr Prescott advised the Contractor had just mown over all the rubbish at Brett Reserve, which was then strewn everywhere.

ROAD SAFETY COODINATOR

The Engineering Manager advised this had now taken place and could be deleted from Matters Referred.

GENERAL

ZONE 2

Cr Blackler reported His Worship and herself attended the Zone 2 meeting on Friday 12 November in Tauranga. She reported Mayor Hugh Vercoe was re-elected as Zone Chair, that new Mayor's gave a resume of themselves which Mayor Brian Hanna did very well. The Port of Tauranga report was a very good insight, Mayor Alan Livingston gave an excellent report on the recent World Rowing Championships and Waipa's new CEO, Gary Dyet, gave an enlightening report about when he first came on board as CEO.

His Worship advised on the following items -

HAMILTON AIRPORT

That in the past the five owner Councils had put money together to employ Kiri Goulter to undertake Regional Tourism Marketing. He advised he attended a presentation on 11 November to report back on how well this is doing, that they are targeting a budget of $1.3M and are now stepping forward into regional marketing which is very exciting.

WAITOMO DISTRICT COUNCIL

A few years ago Otorohanga hosted Waitomo District Mayor and Councillors which His Worship advised was a very useful time to establish relationships and ways to work together better as neighbours. Mayor Brian Hanna is now keen to reciprocate and host Otorohanga Councillors. He advised Mayor Hanna will contact the Executive Assistant to arrange a suitable time.

COMMUNITY BOARDS CONFERENCE 2011

The 2011 Community Boards Conference will take place in Rotorua on 5 & 6 May. His Worship said with Rotorua as the location, it would be a good opportunity for Community Board Members to attend.

FEDERATED FARMERS MEETING

His Worship advised Federated Farmers had sent letters to farmers they believed will be affected by the Proposed District Plan changes inviting them to a meeting on Friday 19 November. He said the Policy Manager is unable to attend the meeting, but will put together a facts document to hand out. He reported, because Crs Blackler and Pilkington and himself are to be on the Hearings Committee, they were unable to attend any meetings or to take sides in any way. Cr Johnson said consultation was what Federated Farmers wanted. In reply to Cr Johnson's query regarding whether the consultation period could be extended, the His Worship advised that as it was a statutory requirement, the consultation time could not be extended. He advised that Federated Farmers have been part of the consultation right from the beginning of the Review process.

The Policy Manager attended the meeting and explained queries he has received.

It was agreed that the Chief Executive would attend the meeting on Council's behalf to give a formal Council presence and that any Elected Members attending would do so personally, not in an official capacity as Councillors.

HIS WORHIP & CR PRESCOTT

His Worship and Cr Prescott left the meeting at 2.35pm.

The Chief Executive raised the following items -

COUNCIL TOUR

It was agreed that the Council Tour would take place on 13 and 16 December, commencing at 8.30am at Council until 5.00pm.

Item-32 ENVIRONMENT WAIKATO – WEST COAST LIAISON SUB-COMMITTEE

Discussion

The Chief Executive advised Environment Waikato has requested Council elect a representative to the West Coast Liaison Sub-Committee.

Resolved

That Cr D Pilkington be the Otorohanga District Council representative on the West Coast Liaison Sub-Committee.

Cr Blackler / Cr Phillips

ENVIRONMENT WAIKATO'S PROPOSED WAIKATO REGIONAL POLICY STATEMENT

Copies of this document were circulated to Elected Members.

ADDITIONAL EXPENDITURES

That a mistake had been made with Wintec's rates, advising that as Wintec was an educational institute, it was therefore non-rateable. An amount of $15,000 has been repaid to them.

RMA TRAINING

Crs Blackler, Baxter, Johnson and Pilkington will be attending the Making Good Decisions workshops on 6 and 7 December. This is an unbudgeted expense of $8,400 but has been deemed necessary in the current situation.

COMBINED RURAL FIRE DISTRICT

The Chief Executive attended a meeting on Friday 5 November where it was advised the proposed area to be included in the new District has been decreased. He said each District reported how much they spent on this activity and he was surprised to find Otorohanga spends the most per capita. He said this was a strong incentive for Council to move forward with this proposal. The Chief Executive reported that $10,000 would be spent on engaging a project Manager to prepare a detailed proposal for Stakeholder Consideration. This cost would be equally split between the four Councils involved.

MEETING CLOSED

The meeting concluded at 3.09pm.

MAYOR:

DATE: 14 December 2010