



Otorohanga District Council

AGENDA

15 February 2011

Members of the Otorohanga District Council

Mr DF Williams (Mayor)
Mr MM Baxter
Mrs S Blackler (Deputy Mayor)
Mr RM Johnson
Mr A Ormsby
Mr KC Phillips
Mrs DM Pilkington
Mr R Prescott

Meeting Secretary: Mr CA Tutty (Governance Supervisor)

OTOROHANGA DISTRICT COUNCIL

15 February 2011

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 15 February 2011 commencing at 10.00am.

7 February 2011

DC Clibbery
CHIEF EXECUTIVE

AGENDA

VISITORS ATTENDING THE MEETING:

10.30am District Sports Coordinator

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PRESENT

OPENING PRAYER

IN ATTENDANCE

APOLOGIES

ITEMS TO BE CONSIDERED IN GENERAL BUSINESS

CONFIRMATION OF MINUTES - 25 JANUARY 2011

REPORTS

Item-63 KAWHIA COMMUNITY BOARD MINUTES 28 JANUARY 2011

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

From: Governance Supervisor

Date: 15 February 2011

Executive Summary

Minutes of the meeting of the Kawhia Community Board held on 28 January 2011 as circulated.

Staff Recommendation

It is recommended that:

The minutes of the meeting of the Kawhia Community Board held on 28 January 2011 be received.

CA Tutty
GOVERNANCE SUPERVISOR

**Item-64 DISTRICT LIBRARIANS REPORT FOR NOVEMBER 2010 TO
 JANUARY 2011**

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

From: District Librarian

Date: 15 February 2011

Executive Summary

This quarterly period has seen library staff busy with preparations for and implementation of the summer holiday reading programme. A successful finale event was held on 27 January. The library website is now "live". Patronage of the library's walk-in services is not as high as for the equivalent period last year.

Staff Recommendation

It is recommended that:

The District Librarian's report for the period November 2010 to January 2011 be received.

Report Discussion

Library web site

Our library website (<http://www.otorohangalibraries.org.nz>) went live just before the Christmas holiday break. The site features news items about library services and a selection of "Books of the Week". A link to the catalogue and an "Open Forum" for questions and answers are prominent on the site's home page.

Jet Creative, the Hamilton web design company that prepared the site, has printed some publicity leaflets which we're handing out to new members, and we intend to prepare a press release about the website for the Waitomo News.

Children's activities

Summer Holiday Reading Programme

This year, 30 children aged 6 to 12 years participated in "The Big Bush Read". The format for the programme was similar to previous years, with participants being required to read a minimum of four books throughout the school holidays, and report-in to the library staff. Small, themed incentives were given to encourage the readers along their way.

Around 25 children from the programme attended a Christmas-themed crafts session in the Library meeting room on Tuesday 21 December. Everyone seemed to enjoy the morning and it was a good opportunity for children participating in the programme to meet each other.

On 6 January, another group of around 24 adults and children enjoyed a bush walk around the Bob Horsfall Reserve, lead by Jane and Mel Scott. This is the first time we've organised an off-site activity as part of the reading programme and the outing proved to be very successful.

The programme concluded with a finale function on Thursday 27 January. The Chair of the Otorohanga Community Board presented medals, certificates and prize books to the 28 children who'd successfully completed the programme. Bonnie Phipps, visiting from the United States, entertained the children with her stories, accompanied by brightly-coloured autoharps and spoon-

playing. To conclude the morning, a picnic lunch was served on the Village Green for the children and their families.

The summer reading programme is fairly demanding of staff time, but every year both children and parents seem very appreciative that the library offers this structured opportunity for youngsters to keep up the reading habit over the school holidays. We are grateful to the Council for funding this community programme.

Otorohanga Library visits

	2010/11	2009/10	Difference	% Change
November	5,035	4,834	+201	+4.2%
December	4,442	4,867	-425	-8.7%
January	4,186	5,254	-1,068	-20.3%

New memberships

Across the district, we have registered 86 new members over the quarterly period.

Quarterly issues statistics

Otorohanga Library

	2010/11	2009/10	Difference	% change
November	4,556	5,211	-655	-12.6%
December	4,846	5,291	-445	-8.4%
January	4,637	5,056	-419	-8.3%
Total	14,039	15,558	-1,519	-9.8%

Kawhia Library

	2010/11	2009/10	Difference	% change
November	236	207	+29	+14.0%
December	296	321	-25	-7.8%
January	289	359	-70	-19.5%
Total	821	887	-66	-7.4%

Revenue statistics – Financial year to date

	2009/10	2010/11
Memberships	909	752
Magazines	103	105
Photocopies	909	1,035
Kawhia revenue	91	1
CDs	313	5
DVDs/Videos	965	875
Interloans	371	299
Sale books	425	824
Fines (overdues)	3,043	2,786
Book rentals	549	465
Reserves	107	180
Lost books	360	370
Internet	-	-
Sundry	(16)	30
Donations	2,194	80
TOTAL	10,323	7,807

Sarah Osborne
DISTRICT LIBRARIAN

Item-65 DISTRICT SPORTS COORDINATORS HALF YEARLY REPORT

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

From: District Sports Coordinator

Date: 15 February 2011

Executive Summary

As your District Coordinator I wish to present to you my report. It has been six months since my last report.

Staff Recommendation

It is recommended that:

That the Otorohanga District Coordinator's report for the period July 2010 – January 2011 be received.

Report Discussion

OTOROHANGA & KAWHIA

Outcome 1: High quality and successful sport

- ⊙ Attending school sports days and supporting where necessary. Project Energize working with the schools with various activities, going through an evaluation process at the moment testing and measuring children to assess effectiveness of the programme. All schools on board now with Energize project.
- ⊙ Sport Waikato have a new Initiative in place called 'Kiwisport' which will be accessible to the district through the coordination of the District Coordinator and Kiwisport officers. Kiwisport is a government funded initiative to promote sport for school-aged children (5-18 years) and will be coordinated throughout the Waikato Region by Sport Waikato. Eleven sporting organizations including Basketball, Bike, Cricket, Football, Golf, Hockey, Netball, Rugby, Rugby League, Touch and Volleyball have signed up with the Sport Waikato to participate in this major multisport initiative across the greater Waikato region over the next two years.

In 25 times or centres across the Waikato region, Kiwisport officers will deliver sport on two afternoons each week during school terms and offer sporting holiday programmes each school holiday period. A Kiwisport Officer will visit each town for 4-5 weeks to run activities designed to attract local young people including newcomers to the sport.

The aim of Kiwisport is to increase numbers of young people participating in sport at a local level at minimal cost. Kiwisport Officers are keen to visit schools to offer taster sessions to promote the afterschool and holiday programmes to school aged children and offer leadership opportunities for secondary school leaders.

We believe the Kiwisport initiative will add value to any sporting activities already happening in each town and because of the link and knowledge that the district coordinator has with the community we will ensure a high level of coordination is undertaken to avoid clash of events and to support growth in what may already be in existence.

In Otorohanga we have already had Hockey and Netball run afterschool sessions before the Christmas break and in the Christmas holiday a three day programme was offered involving Netball, Hockey, Rugby and Bike. Bike is holding after school sessions at Otorohanga Primary open to all children in the district for February which will support our Bikewise initiatives.

- ⊙ On going work around Cycling initiatives. Held another successful Criterion race around the streets near the Otorohanga Domain in December and will be again supporting Rotary, who want to raise money for their community endeavors, to host the "Tour de Otorohanga" event. Council staff supported this event by helping with the traffic management and is keen to support Bikewise promotions. There also appears to be a lot more cycling activity happening around the district.
- ⊙ Worked on a 5 week project with the Otorohanga Bowling club to hold it's second social business house competition to draw in some new members and promote the sport and club facilities. 14 teams of 3 entered and these did not include existing bowling club members. The club members assisted people on the night and gave some helpful advice. The club has now gained some new members from the exercise. This was held in November.
- ⊙ Currently working through with Otorohanga College ways to forge better links with clubs in the district and address the problem of youth dropping out of sports between 14–18 years old. Took on a Gateway student to utilize as a link and to help brainstorm so ideas regarding the youth needs.
- ⊙ Continually working with clubs to educate them about and promote the District Sports Awards and Volunteer Recognition. Also educating them on supporting a "Coaching Forum" which Sport Waikato can coordinate for all coaches in the district of all grades and levels to support and encourage networking and sharing of knowledge and resources to better support our rural community and to help grass roots sport to survive.
- ⊙ Held a Volunteer Recognition evening and invited clubs and schools to nominate those volunteers that help support them so that we could recognize them on behalf of the district. We hosted drinks nibbles and informal discussion. Thank you 'Be a Sportie' packs were given to those that attended which included a back sack, t shirt, cap and petrol vouchers. The Mayor presented these to the attendees.
- ⊙ Currently working on a project specifically for Otorohanga called 'Be a Sportie'. For sport to survive we are reliant on the input of volunteers and people wanting to participate. This project is aimed at looking at ways to help sports and clubs in the Otorohanga District to promote themselves and what they offer to the community. We want to raise the awareness of the benefits of sport, and encourage more people to become involved in sport whether it be as a 'Volunteer/Supporter or a Player'. This project will run from now through to November 2012. Launched the concept and campaign at the Volunteer Function in July and again at the Sports Awards. 'Be a Sportie' awards were given out recognising volunteers, club initiatives around providing opportunities that fitted with the community which gave more exposure to obtain new members, local sponsors supporting sport in Otorohanga, and also recognized initiatives around getting new sports up and running.

All events and sports promotion in Otorohanga now branded with our very own district logo 'Be a Sportie' – support sport in Otorohanga, which will help increase the awareness of the benefits of and the opportunities that exist in our district to be involved in sport whether it be as a volunteer or a participant.

This project is only happening in Otorohanga so Otorohanga owned and driven. Campaign type project aimed at raising awareness of the benefits of sport and providing support to our clubs and schools to grow sporting opportunities in the community and in turn to then help grow volunteers and participant numbers.

- ⊙ Annual District Sports Awards & Volunteer Recognition held at the Otorohanga Club. Nomination numbers were up on last years with again some very impressive nominations. 41

nominations in the Sports Awards side of the evening and 86 nominations for Volunteer recognition. Our Otorohanga awards are the only district awards that host the Volunteer Recognition with sporting achievement and its great to be able to put the two together for without volunteers we wouldn't have sport. Volunteers receive a free ticket to the awards and get to enjoy the atmosphere, guest speaker and supper. All the sports nominees also receive a free ticket.

Our major sponsor is King Country Energy and the Otorohanga Club provide the function room free of charge. Guest speaker this year was a real hit, Solo Ocean Rower and Motivational Speaker 'Shaun Quincey' provided us with a great speech and slideshow. Utilized a local MC this year and was well received. King Country Energy are very happy with this event and indicated they want to be involved in more things and have come on board as a sponsor of the Otorohanga Netball Centre.

Outcome 2: Active and Healthy Communities across the Greater Waikato

- ⊙ Continually out in the community interviewing some key community people to see where the needs are and what they would like to see happening more in the district. Some excellent ideas have surfaced holding more events because of this. For example 'Oto Superstars' and 'Oto Street Running Races' – during Christmas parade. Family sports days and events. With the way the economy is it is good to see more things happening locally because it's not feasible to travel longer distances.
- ⊙ Otorohanga Superstars was reinvented in October 2009 and because of the positive feedback we will endeavor to host this event again.
- ⊙ The Sprint Races were held as part of this years Christmas parade and were really well received. This was held in the street, had been in consultation with the business association to utilize the fact that the street is closed off at least, an hour before the floats actually parade. The Thirsty Weta sponsored the highlight event the 'Weta 1km Sprint' and donated trophies for the first Male and Female. There was a school relay sprint, business house relay, children's sprint and even a mobility scooter race to cater for this group of residents, and the 'Weta' 1km. Again feedback was great and business association felt it helped to keep people occupied until the parade and was also a draw card to bring people in to town.
- ⊙ Schools visits mostly done through energise but I still keep in touch when possible and support sports days and go in there when events are happening in the district that they can be part of. Particularly looking at forging the school club links which are a big focus for 'Be a Sportie' project. Schools are serviced by Energisers, Sportforce and now Kiwisport officers so lots of added value coordinated through the District Coordinator contract.
- ⊙ Quite a few of our Active Living team are working in Kawhia fortnightly and at least on a monthly basis. A positive for Kawhia has been the appointment of Jen Riley who has worked on a number of our active living projects in Kawhia now appointed as the Energizer to support Kawhia Primary School. Great as she already has good linkage with the community. We have again been involved in supporting a Badminton and activities afternoon on a Tuesday for 6 weeks open to all. There are new activity groups out there and Sport Waikato has a great relationship with the Medical Centre and together are very proactive in the Kawhia Community. Energisers and myself hosted activities as part of the Inter Schools athletics day.
- ⊙ Re branding to 'Be a Sportie' and continually updating the "Events Calendar" and "Active Options" booklet to use as a resource and tool to encourage groups and individuals to participate in active events and get involved in existing groups. Linking up coming events with the I-site newsletter that is promoting all Otorohanga activities. Sport Waikato also has a new website where district stuff can be displayed easily for people to access.
- ⊙ I am continually looking to develop more active events in Otorohanga depending on community needs and requests, we now have a few. Linking in with community to support them to use as fundraisers etc as well.

KPIs

Promote Active Communities, especially with respect to youth and linking in with other youth providers especially the Harvest Youth centre

- ⊙ Continually working on Schools and Youth Centre links. Meet with these groups around how Sport Waikato can help with leadership training. Keen to get their identified leaders into a leadership course and then link them back into the schools to help with coaching teams or running sessions for example to support holiday programmes. Been to talk to the College PE department on working with leadership training around running an event and then getting this identified group of youth to help run a community sports event at the end of the year.
- ⊙ Newsletters sent to schools every quarter along with school visits to identify any needs the school has and how we can assist.
- ⊙ Project Energize person now based in all of our district schools.
- ⊙ Kiwisport officers involving eleven sports providing after school and holiday programmes.

Running of educational seminars.

- ⊙ Smart Coach. Sports Coaches and links with sports clubs. Hosting a free generic Coach session for all coaches in the community of Otorohanga and Kawhia to attend. Fast Feet course for all coaches and any interested athletes who want to improve their performance and learn some new training ideas.
- ⊙ Energize active in schools promoting or facilitating Bikewise, Cross Country, Looking 2 Lead, Fundamental Skills testing, Lunchtime Games, nutrition sessions and home school links.
- ⊙ Sportsforce in our district Netball, Rugby League, Hockey, Athletics, Football, and Cricket educating coaches and running coaching sessions.

Promotion of better communication for sport throughout the district. Linkages between schools and other sports clubs strengthened

- ⊙ Education around need to forge linkages and communication. Hosted a 'District Club Sports Forum' to facilitate open discussion and networking of our local clubs. Very successful. Good open discussion and sharing of best practice and also difficulties that some clubs are facing. Idea is to promote this sort of networking more often and Sport Waikato is to feed back the results and the plan of where to from here. 'Be a Sportie' is an initiative that has come out of this action plan.
- ⊙ Team Energize now available to all schools in the Otorohanga District. An energize person works in the schools to educate children, staff and parents regarding healthy active lifestyles.
- ⊙ Kiwisport will be promoting grass roots sports and linking with existing sports clubs to ensure they enhance their needs and what already happens.
- ⊙ Newsletters
- ⊙ Club visits. Monthly newspaper columns in the Waitomo News
- ⊙ Sportsforce actively in the district.
- ⊙ Promotion of Rural Travel Fund, and on allocation committee. Basketball & Netball teams from Kawhia actively competing in Te Awamutu and Otorohanga competitions and utilizing this funding.

Coordinating and supporting active events to help promote Otorohanga

- ⊙ "Biking Otorohanga" – 2 events planned and held with "Otorohanga Criterion" in Dec (in town sprint races) and "Tour de Otorohanga" (road circuit) coming up in March.

- ⊙ Push Play – SPARC has refocused their vision from getting more people active through the vehicle of outdoor recreation to focusing on grassroots sports again and getting people active through sport (community grassroots sports). With particular focus on trying to address the fact that our youth are dropping out of sport. Opportunity to look at ways of strengthening school club links. 'Be a Sportie' project to focus on this.
- ⊙ Events calendar and Active Options booklet being developed (ongoing).
- ⊙ Sports awards and Volunteer Function bringing all our district sporting people together. Always aiming to book an inspiring guest speaker that fits our community. Utilised a local MC this year.

Investigate funding (SPARC/NZRA) for, and the development of projects in the district and a Leisure Plan with Council

- ⊙ Work with Council regarding walking and cycling strategies. Council very supportive and keen to develop walking and cycling in our district. A good opportunity to promote our district as a safe and adventurous district to come and explore.

KAWHIA SPECIFIC KPIS

Spend (on average) one day each fortnight in Kawhia

- ⊙ Myself or Active Living Team members out in the Kawhia area

Other

- ⊙ Active Living, 50s Forward visits and education on a monthly basis.
- ⊙ Facilitated Rural travel funding.
- ⊙ Joint projects with the Medical Centre staff and community on going.
- ⊙ Project Energize now working in Kawhia Primary and making great in roads

LOOKING AHEAD

- ⊙ Project linking Schools and the Sports Clubs through leadership training to identified groups of youth.
- ⊙ Sports Forum continuation with other networking opportunities and looking at the possibility of setting up a sports board type group for Otorohanga to be part of the 'Be a Sportie' project.
- ⊙ Roll out of a free resource for clubs to support the recruitment and retention of volunteers. This has been designed by Sport Waikato for Waikato schools and sports club.
- ⊙ 'Be A Sportie' Club Development Project . To raise the profile of sports and sporting options in Otorohanga
- ⊙ District Sports Awards and recognition of volunteers continually promoted.
- ⊙ Development of regular events 'Kiwi to Harbour' , "Tour de Otorohanga', Inter District Challenge, 'Otorohanga Street Races', 'Superstars', Push Play activities and promotion of existing activities in Otorohanga and Kawhia.

Robbie Matthews
DISTRICT SPORTS COORDINATOR

Item-66 ROUTINE ENGINEERING REPORT

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

From: Engineering Manager

Date: 15 February 2011

Executive Summary

This is a report on general Engineering matters for November 2010 to January 2011.

Staff Recommendation

It is recommended that:

The report be received.

Report Discussion

ITEM 1: ROADS MAINTENANCE ACTIVITIES

Contract 863 – General Maintenance - (Downer - McFall)

General road maintenance has been running smoothly over the last three months, with no significant problems. Sealed roads are generally in good condition district wide, except for the spells of wet weather generating a number of new pot holes.

The programme of stabilising repairs to failed areas of sealed road throughout the district has been completed with excellent results. Subject to funding availability, a programme of hotmix levelling is also to be undertaken.

Unsealed roads are also in a reasonable condition although we have received some complaints, as people are paying their rates. When these complaints have been investigated staff have not found anything to cause concern and where necessary remedial work was undertaken.

The contractor is now in the process of the 3rd round of roadside mowing as the periods of rain has resulted in continued growth.

To help improve safety we are working on upgrading all school, school bus, etc. signage within a 5k radius of all the schools within the district as well as our signs relating to others schools just outside of the district. All this will be transposed onto a map with records of the signs as well to ensure these are kept up to standard and current as school bus routes tend to change at regular intervals.

Over the weekend of 22/23 January we received some storm damage, with significant slumps on Honikiwi, Bush, Barber and Te Raumauku roads together with various slips which has an estimated repair cost of \$150,000. Designs for the repairs are being prepared and prices are being obtained for this remedial work. There is also some remedial work still required on the damage from the 7/8 September storm which resulted in approximately \$100,000 damage, mainly west of Kaimango Road.

Contract 873 Roadmarking - (Road Runner Markers)

The contractor has visited the district three times since the end of November but due to unsettled weather has still to complete some roads. This remaining marking will be undertaken as they remark the sites following resealing.

Contract 920 – Street Lighting Maintenance - (The Lines Co)

This Contract has continued to run smoothly with no problems and has been extended for the first of two extensions in terms of the contract.

Contract 937 – Maintenance Metalling 2009/2012 - (Inframax)

The roads maintenance Engineering staff have prepared the programme for this year and the schedule is ready to be forwarded to Inframax to enable them to arrange metal supplies at the required quarries. The programme allows for approximately 9000 cu m of metal on 53 km of road over 26 sites which is the normal average annual amount.

Contract 938 – Otorohanga Footpath Maintenance & Construction – (Downer – McFall)

The footpaths and kerb & channel maintenance works are approximately 50% completed and work is due to commence on the new Main North Road footpath between McKenzie Avenue and Bluck Road. The contractor will then construct the new footpath in McKenzie Avenue.

Contract 954 – Pre-reseal Repairs, Second Coat Sealing and Resealing 2010/2012 (Higgins)

The contractor has completed most of the pre-reseal repairs that were required and have commenced work on the resealing. The scheduled work for this year involves approximately 43 kilometres of road throughout the District. The resealing rates are adjusted to the NZTA sealing index for the month in which the work is undertaken with the base index being that at the time of tender (October 2010). Most of the sealing will be undertaken during February however the index for January is 3.5% above the base index. The February index is not yet known.

Bridges General

Remedial works on Mangatutu bridge, Lethbridge road have been completed, with a new section of deck installed and running boards the length of the bridge to tighten the whole deck. The boards were then sealed with a coat of grade 6 chip. This bridge has been a problem with sections loosening up and needing re-tightening for many years.

The loose expansion joint plate on Waipapa Road boundary bridge has been repaired and the Waipa boundary bridge on Bayley Road has had a 30m section of pipe rail replaced.

ITEM 2: ROAD IMPROVEMENT WORKS

Contract 939 – Area Wide Pavement Treatment 2009/2012 - (Downer - McFall)

The contractor has made steady progress with the sections of Turitea and Rangiatea Roads completed and work has commenced on Te Tahi Road. This leaves the sections of Kiokio Station, Bayley, Te kawa and Otewa Roads to do. A length of Kerb and Channel has been installed on the northern side of the Otewa Road section (opposite Old Te Kuiti Rd) to support and improve that edge of the roadway.

C957 Rakanui Road USWP

This Contract is for USWP works including earthworks, widening, stormwater drainage, and unsealed pavement construction on 2.8 km of Rakanui Road from the beginning of the road at its intersection with Harbour Rd to the Quarry entrance. Tenders closed on 20 December 2010

The contract has been let to Emmett Contracting Ltd with the following Tenders received.

Emmett Contractors	\$122,042.00
Holden Earthmoving	\$140,869.75
Corboy Earthmoving	\$140,913.31
Schick Construction	\$161,237.00
McFalls Enterprises	\$163,759.16
Inframax Construction	\$168,241.28
Strada	\$177,469.07
Higgins Contractors	\$193,611.65
Base Civil Limited	\$194,857.45
Engineers Market Assessment	\$147,874.00

The contractor has made good progress and by the beginning of February had completed approximately 70% of the earthworks.

C958 Huirimu Road USWP

This contract is for USWP works including earthworks, widening, stormwater drainage, and unsealed pavement construction on the 3.7km section of road from Waipapa Road to the water supply intake. Tenders closed on 1 February 2011.

The contract has been let to Holden Earthmoving Ltd with the following Tenders received.

Holden Earthmoving	\$170,363.50
Inframax Construction	\$186,112.42
Corboy Earthmoving	\$187,416.98
Fulton Hogan	\$195,102.49
Downers / McFalls	\$201,589.85
Schick Construction	\$204,730.00
Higgins Contractors	\$219,721.39
Base Civil Limited	\$223,764.68
Tirau Earthmovers	\$225,145.00
Engineers Market Assessment	\$194,650.00

C959 Te Raumauku Road USWP

This contract is for USWP works including minor earthworks and widening, stormwater drainage, and unsealed pavement construction on approximately 2.8km middle section of this road. Tenders close on 7 February 2011 and therefore prices are not yet known. As a result of the recent storm damage funding will probably not now be available for this project to proceed in the current financial year.

ITEM 3: SERVICES

Stormwater

With the periods of heavy rain during past 3 months both the Otorohanga and Kawhia stormwater systems worked well with no significant concerns or complaints being received.

Wastewater (Sewage) Otorohanga

Work is progressing steadily on the new resource consent application with preliminary discussions being undertaken with Cliff Boyte, MWH and Environment Waikato. The collection of existing data and analyses of the existing performance of the ponds is proceeding and MWH are at present preparing the project scoping report.

Water

Advice was received just prior to Christmas that the funding round for the Drinking Water assistance programme has been reopened. This had been put on hold in September 2009 so that the government could review the funding eligibility criteria. Applications for the first round of funding close on 31 March 2011 and after the close of applications, there will be up to two months period when Ministry of Health officials will review all applications and, during this stage, further clarifying information may be sought from the applicant.

The documents for the application for upgrading the Otorohanga water treatment and supply which had previously been prepared have been updated and were submitted to Health Waikato on 7 January.

Documents for an application to upgrade the Kawhia water treatment plant are being prepared and will also be submitted prior to 31 March 2011. No previous work had been undertaken on this application as the Public Health Risk Management Plan (PHRMP) still had to be prepared when the scheme was put on hold. This plan has since been prepared and only requires some

information on CAPEX works to complete it. The draft has been sent to Health Waikato for comment.

The resource consent application for the Kawhia water supply, which includes the increase water take to 600 cu m per day, was submitted to Environment Waikato for approval and a new consent has now been issued for 20 years, expiring on 30 November 2030.

The new Kawia water reservoir was installed the first week of December and in operation for the Christmas period. The residents and visitors to Kawhia appear to have heeded the request to conserve water as consumption was down on last year and with the maintenance works undertaken during last year no problems of supply were encountered. Even with the house fire over the holiday period the reservoirs fully recovered overnight.

Rural Water Schemes

The new switch board at the Ranginui plant has been installed at the beginning of November.

ITEM 4: SOLID WASTE

The Otorohanga collection and recycle centre has continued to operate well and the recycle centre is well used. Since EnviroWaste have occupied the site and the extended hours commenced there has been no dumping outside the site when it is closed.

The dumping of refuse and unofficial bags at various locations in the Kawhia area has continued to be a problem and appears to be increasing.

The floor of the recycle shed at the Arohena School has been concreted with Council meeting the cost of the concrete from the waste minimisation fund and the work being undertaken by the school with voluntary labour.

There has been interest from both Kiokio and Maihihi Schools to establish recycle centres at these locations. It has also been suggested that one could be established at Otewa School though to date there has been no approach to Council by the school. The possibility of assisting Arohena School with the collection costs and if funding should be available for the continuation of the Oparau store recycling need to be considered. Council has previously agreed as part of the Waste Management and Minimisation Plan to the establishment of more recycle centres in the rural areas and preferred locations and priorities need to be established.

ITEM 5: PARKS, RESERVES AND PROPERTIES.

Dave Williams finished work with Council on 28 January and his duties are now with Dianne Tautari. Dianne has been working with Dave during January to get a good understanding of the position.

Most of the work in the parks and reserves over the past 3 months has general been routine maintenance and tidying up.

At the Otorohanga Toilets the night time toilet has been relined and upgraded to help reduce the incidents of vandalism and graffiti.

Investigation has been undertaken into the roof leaking problems at the Otorohanga Library however no obvious leaks have yet been found.

Following the issue of a second non compliance notice the mowing contractor has employed a new staff member and there has been a marked improvement in the standard of work. This will continue to be closely monitored and the contractor has been made aware of the expectations and that failure to meet the standards will not be accepted.

Roy Chadwick
ENGINEERING MANAGER

Item-67 STATE HIGHWAY CLASSIFICATION

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

From: Roading Manager

Date: 15 February 2011

Executive Summary

The NZTA have this month released the Consultation Draft of the State Highway Classification listing, and has invited feedback by 31 March 2011. The classification system is intended to better and more efficiently prioritise works and set suitable levels of service for the range of State Highways throughout the Country.

The system appears to be based on sound thinking and reasonable criteria and thresholds, and the classifications arrived at for the local State Highways sit logically within the national framework.

Staff Recommendation

It is recommended that:

A consultation response is sent to the NZTA supporting the system adopted and thresholds established for the ranking, and providing limited preliminary feedback as listed below or revised during discussions today.

Report Discussion

General discussion

The State Highway Classification system is a system adopted by many overseas networks and is a recent move by NZTA to;

- Allow better prioritisation of operational activities such as maintenance & renewals,
- Better prioritise road safety improvement works,
- Set appropriate levels of service matching the highway classification.

The classification for each significant stretch of State Highway throughout the country has been achieved based on the factors listed below, and are reflective of the issues in the Government Policy Statement presented;

- Freight volume,
- Annual Average Daily Traffic,
- Centres of population,
- Port access for freight,
- Airport access for passengers,
- International tourism flows other strategically significant issues.

More information on these assessment criteria and the rationale for its selection are included on page 13 of the attached consultation draft, attached as appendix II

The classification system provides four levels of State Highway being;

ii. National strategic (with a subset classification of high volume)

These are State highways which make a significant contribution to the social and economic wellbeing of New Zealand by connecting major population centres, international ports or major airports.

iii. Regional strategic

These are State highways that contribute to the social and economic wellbeing of a region, and connect regionally significant places, ports or airports. They are also major connectors between regions.

iv. Regional connector

These are regional highways that link different regions, economic areas or tourist spots, and contribute to community wellbeing.

v. Regional distributor

These are all the other regional highways that generally distribute people within a region.

Classification of State Highways within the Otorohanga District

Of the three State highways passing through the Otorohanga District, the classifications are as might be expected with SH 3 being a Regional strategic, SH 39 being a Regional connector and SH 31 being a Regional distributor. A diagram of the classifications of all the State Highways is shown as Appendix I attached.

Consultation

The consultation document asks for comments on the way the highways have been categorised and the criteria or thresholds that have been set in developing the classifications. It is the opinion of staff that the assessment criteria and thresholds are appropriate and that State Highways 3, 31 & 39 are logically set against the classifications for the national network.

The document also asks for feedback on the road user level of service to be set for each category of road, for the following points, and how important each factor is;

- Travel time,
- Predictable trips,
- Safety,
- Good quality roadside facilities like rest areas,
- Road signage,
- Road maintenance,
- Road design (passing lanes etc),
- Environmental impacts of a road (noise pollution, Stormwater runoff etc),
- Pleasant landscape.

The feedback on the levels of service is to be sought from stakeholders by NZTA later in 2011, but it is assumed that guideline comments given now will be helpful in establishing the initial levels of service. A suggested possible ranking system is provided below as a start point for discussion prior to adopting rankings to respond with to NZTA. Note that it appears that

Safety.

Safety for all road users should always be a high priority, and the highway classification system should not be used to determine road safety priorities. Road safety ranking generally includes a

traffic volume consideration and there is a danger of “double dipping” if the new classification system is included in allocation of road safety spending, as an additional factor. It seems reasonable to always assign the highest possible rating for road safety in any level of service.

Road design

This criteria is also a principal factor in the travel time (through provision of passing bays etc) and road safety. A relatively high rating for design should assist in setting high standards in safety and travel time, and it can argued to the long term maintenance issues on any carriageway.

Below is a first draft ranking table for discussion prior to setting the ratings to be forwarded to NZTA as part of the consultation process.

Category	Weighting (1 to 10)
Travel time	3
Predictable trip	1
Safety	10
Good Quality roadside facilities like rest areas	6
Road signage	7
Road maintenance	8
Road design (passing lanes etc)	7
Environmental impacts of a road (noise pollution, Stormwater runoff etc)	2
Pleasant landscape	4

Martin Gould
ROADING MANAGER

Attachments

- a. Appendix I - draft State Highway Classification chart
- b. Appendix II – copy of NZTA State Highway Classification consultation document.

Appendix 1: Draft state highway classification



State highway classification

Consultation draft



Item-68 ROAD SAFETY ROUTINE REPORT

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

From: Roading Manager

Date: 15 February 2011

Executive Summary

This report provides a brief summary of the road safety issues and safety improvement works underway.

Staff Recommendation

It is recommended that:

The road safety routine report be received

Report Discussion

Annual road toll figure

The 2010 road toll for New Zealand was 373, and for Otorohanga District the road toll was five. (see attached statistics summary in appendix I) The average road toll for Otorohanga District over the last two years is two. The fatalities in the District in 2010 were as follows

- A car rolled into a bridge abutment on Mangawhero Road, speed and alcohol involved,
- A pedestrian was struck on Main North Road in the dark,
- Head on crash on SH 3 south of Anso Road, driver fatigue suspected,
- Head on crash on Otewa Road, speed and driver inexperience suspected.

None of these crashes can be directly attributed to road conditions.

Serious Crashes

The crash on Otewa Road on 10th November 2010 which resulted in a double fatality has been investigated by the Serious Crash Unit, and the NZ Police have now written to Council to recommend that new signage be installed.

The report also advises that a number of charges will be laid against the driver of car.

The SCU investigation concluded that the corner at which the crash occurred has a design speed of 80 to 83 km/h. An assessment by the Business Unit using the Side Thrust Gauge has determined a recommended curve speed advisory speed of 65 km/h, and a speed of 75 km/h for the curve immediately to the west.

As this complex of curves is isolated from other sections of Otewa Road it is considered that these curves are out of context with the local driving environment and new speed advisory signage has been arranged to be installed, and this should be completed during February.

Loose metal from the various entranceways would make this corner more difficult to negotiate at speed, and so we have also written to the property owner adjacent to the corner, and asked that

they give serious consideration to sealing the farm entranceways on the corners, using the 50% Council subsidy scheme. To date we have had no response from the owners.

Issues or trends identified

No reports of similar crashes, near misses or suggested roading deficiencies have been received by Council.

Safety Improvement works

As part of current Area Wide Pavement Treatment contract, a number of sight benches have been constructed at Rangiatea and Te Tahī Road, and localised pavement widening at Kio Kio Station Road.

The design for the kerb crossing on Manaipoto Street outside Beatty Home to complete the pedestrian refuge assisted crossing to Woolworths has been completed and is with Transfield Services for final approval. Construction is expected to be underway in March 2011.

The large road slump in Honikiwi Road will require significant volumes of fill material to reinstate the road profile, and it is proposed to form sight benches on Honikiwi Road at a tight curve 650m and 750m south of Mangamahoe Road.

Community road safety

Attached to this report as appendix II is a copy of the information on the upcoming keep left campaign to be undertaken as part of the community safety programme. At this early stage it is intended to place signs at the following locations;

- one southbound north of Otorohanga on SH 3 between Anso and Blakket Road, one northbound
- one northbound south of Otorohanga on SH 3 between the District boundary and Ireland road
- one northbound on SH 39 between Managamahoe and Owaikura Road
- one eastbound on SH 31 between Ngutunui and Okoko Road

The sites have been chosen to maximise exposure to traffic volumes while trying to be visible to most if not all the local residents.

Martin Gould
ROADING MANAGER

Attachments

- a. Appendix I - 2010 Road Toll statistics from NZTA
- b. Appendix II – keep left campaign



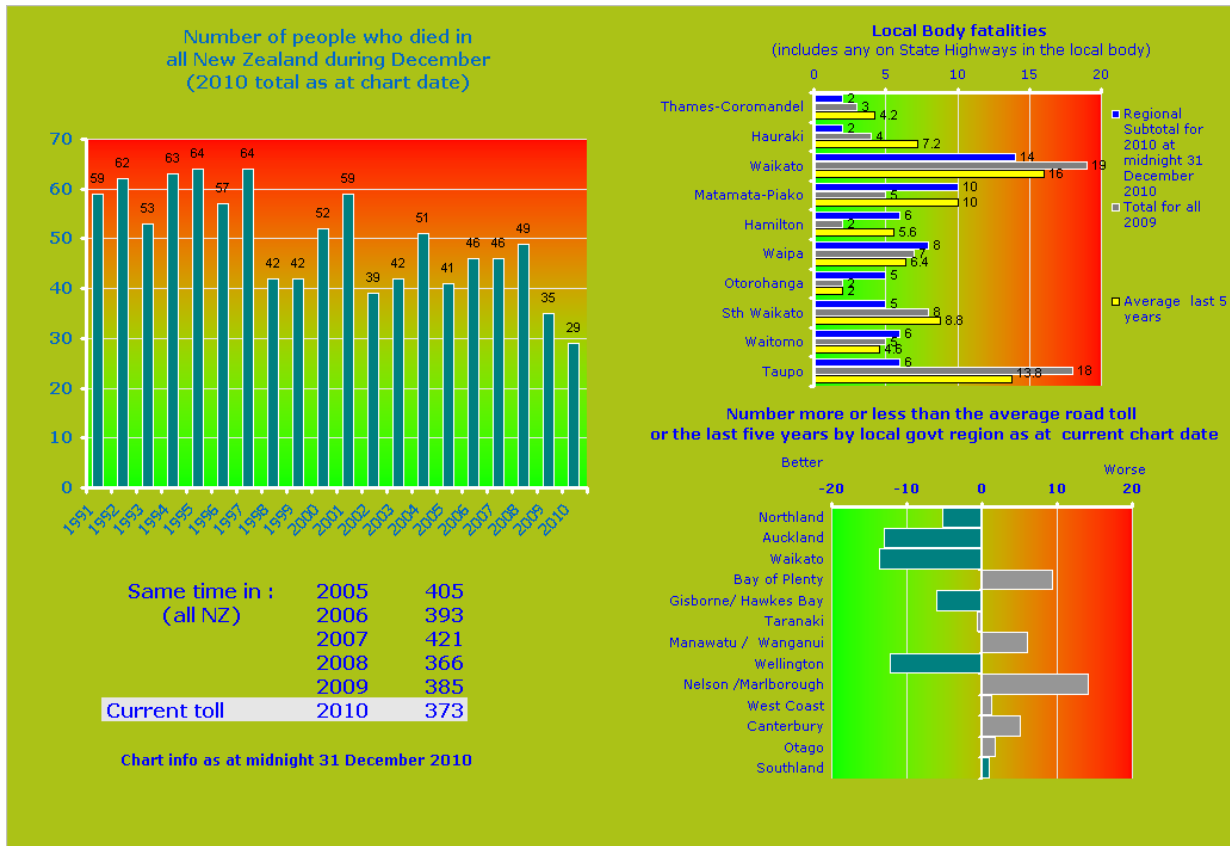
KEEP LEFT

CONCEPTUAL PLAN and DESIGN CONSIDERATIONS

fredweb.co.nz



Road Deaths – Waikato Region as at midnight Friday 31 December 2010



	Total for all 2009	Regional Subtotal for 2010 at midnight 31 December 2010	Annual average 2005 to 2009	2005	2006	2007	2008	2009
Chart info as at midnight 31 December 2010								
Thames-Coromandel	3	2	4.2	5	8	2	3	3
Hauraki	4	2	7.2	9	5	11	7	4
Waikato	19	14	16	18	14	19	10	19
Matamata-Piako	5	10	10	12	2	15	16	5
Hamilton	2	6	5.6	12	7	6	1	2
Waipa	7	8	6.4	8	8	2	7	7
Otorohanga	2	5	2	3	3	2	0	2
Sth Waikato	8	5	8.8	9	7	8	12	8
Waitomo	5	6	4.6	6	7	3	2	5
Taupo	18	6	13.8	11	4	21	15	18
Total Waikato	73	64		93	65	89	73	73

Item-69 ROAD LEGALISATION PART BROMLEY ROAD (de HAAN PROPERTIES) SO 422260 AND SO 432905

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

From: Engineering Manager

Date: 15 February 2011

Executive Summary

Council has documents requiring consent to the legalisation of two sections of Bromley Road. The consent is to the declaring of land for road, severance and the stopping and vesting of road pursuant to the Public Works Act 1981 as shown on plans SO 422260 and SO 432905. The actions involve the properties owned by the de Haan family.

Staff Recommendation

It is recommended 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 being declared road and vested in the Otorohanga District Council.
 - b. Pursuant to Sec 116 & 117 of the Public Works Act 1981 the road described in the **Second Schedule** below being stopped and vested in the adjoining properties by way of amalgamation.
 - c. Pursuant to Sec 119 of the Public Works Act 1981 the land described in the **Third Schedule** below being taken for severance and vested in the owners of the adjoining land by way of amalgamation with title SA1103/58.

South Auckland Land District – Otorohanga District

First Schedule - Land to be Declared Road

Area	Description	Owners
525m ²	Part Sec 29 Blk III Orahiri SD shown as Section 3 on SO 422260	HC & A de Haan and JC Fitzgerald
2560m ²	Part Sec 60 Blk III Orahiri SD shown as Section 2 on SO 432905	HC & A de Haan and JC Fitzgerald

Second Schedule – Road to be Stopped and Vested by Amalgamation in Adjoining Title

Area	Description	Adjoining Title	Owners
733m ²	Section 2 SO422260	SA54C/354	A & D de Haan
120m ²	Section 1 SO 422260	SA49D/739	HC & A de Haan and JC Fitzgerald
5732m ²	Section 4 & 5 SO 432905	SA1103/58	HC & A de Haan and JC Fitzgerald

Third Schedule – Severance to be Taken and Amalgamated

Area	Description	Adjoining Title	Owners
511m ²	Section 3 SO 432905	SA1103/58	HC & A de Haan and JC Fitzgerald

2. The Mayor and Chief Executive of Otorohanga District Council be authorised to sign and seal any documentation necessary to legalise plans SO 422260 and SO 432905.

Report Discussion

These legal actions are to put in place alignment adjustments made to Bromley Road in 2003 and 2009.

The properties involved are:

Andreas and Doreen de Haan (Title SA54C/354)

Net land gain 733m². de Haans paid for the supply and erection of a new roadside fence. The owners are therefore not required to pay for net land gain.

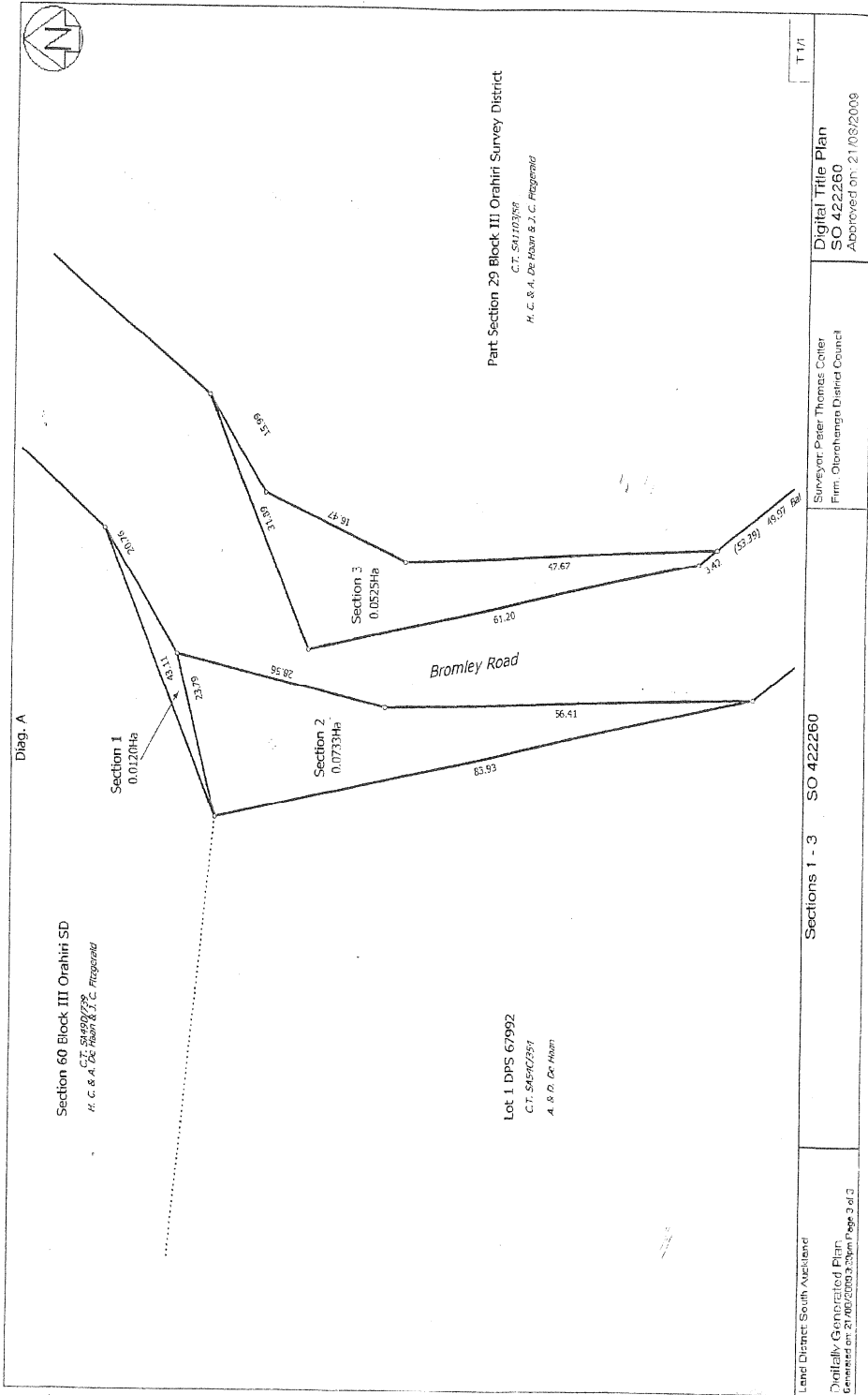
Hendrika de Haan, Andreas de Haan and Johanna Fitzgerald (Titles SA1103/58 and SA49D/739)
Land taken for road is 3085m². Stopped road to vest is 5821m². The net gain is 2766m². The land taken for road was good farm land, the stopped road to vest is of lesser quality land. Agreement has been reached that the owners are not required to pay for the net land gain.

As is standard practice Council is meeting the legal costs associated with the road legalisation process.

Roy Chadwick
ENGINEERING MANAGER

Attachments

- a. SO 422260 & SO 432905



Item-70 DRAFT MANAGEMENT ACCOUNTS TO DECEMBER 2010

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

From: District Accountant

Date: 15 February 2011

Executive Summary

The Draft Management Accounts for the period ended 31 December 2010 are attached under separate cover.

Staff Recommendation

It is recommended that:

The Draft Management Accounts for the year ended 31 December 2010 be received.

Brendan O'Callaghan
DISTRICT ACCOUNTANT

Item-71 PROPOSED REGIONAL POLICY STATEMENT - ODC SUBMISSION

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

From: Policy Manager

Date: 15 February 2011

Executive Summary

On the 3 November 2010 the Waikato Regional Council (Environment Waikato) publicly notified the Proposed Waikato Regional Policy Statement (PWRPS). The submission period for this closes on 28 February 2011. This Council has actively participated in providing feedback to Environment Waikato through the drafting process.

Staff Recommendation

It is recommended that:

Council approves the "Otorohanga District Council Submission to the Proposed Waikato Regional Policy Statement" to be submitted prior to 28 February 2011.

Report Discussion

Otorohanga District Council has joined a collective working party with Thames Coromandel, Matamata Piako, Hauraki and South Waikato District Councils to produce a submission to the PWRPS.

Council staff are requesting Council approve the submission as representing the views of this Council which will be submitted to Environment Waikato prior to the closing date of 28 February 2011.

Reginald Proffit
POLICY MANAGER

Item-72 PROPOSED DISTRICT PLAN - FURTHER SUBMISSIONS PROCESS / NOTIFICATION

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

From: Policy Manager

Date: 15 February 2011

Executive Summary

On the 16 September 2010 Otorohanga District Council publicly notified the Proposed District Plan as per the Schedule 1 requirements of the Resource Management Act 1991 (RMA). The submission period closed on 26 November 2010 in which Council received 132 submissions.

Staff Recommendation

It is recommended that:

Council approves the "Summary of Relief Sought in Submissions Report" to be publicly notified in accordance with the provisions of Schedule 1 of the Resource Management Act 1991 on Thursday 17 February 2011.

Report Discussion

As required by the RMA, Council staff have compiled the "Summary of Relief Sought in Submissions Report" which is to be released for further submissions. Staff have produced this report in two versions, one which lists the submission points by submitter the other which lists the submission points by chapter, section and topic as defined in the Proposed District Plan.

This has been done to provide user friendly layouts for review by potential Further Submitters.

The RMA requires Council publicly notify the release of these documents which initiates the Further Submission period. This period is legislatively mandated for 10 working days where notices are to appear in local newspapers as well as letters be sent to Submitters. It is the intention of Council staff that the Public Notice appear in the local Waitomo News and Te Awamutu Courier and letters to Submitters be undertaken on Wednesday 16 February. This will result in a Further Submission closing date being the end of business on Thursday 3 March 2011.

Copies of the "Summary of Relief Sought in Submissions Report" and all submissions received will be accessible on Councils' website and copies will also be available at Council Offices and the District Council Libraries.

Reginald Proffit
POLICY MANAGER

**Item-73 OTOROHANGA DISTRICT & COMMUNITY CHARITABLE TRUST -
APPOINTMENT OF NEW MEMBERS**

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

From: Finance & Administration Manager

Date: 15 February 2010

Executive Summary

Following the retirement and resignation of three Members of the Trust at the recent Annual General Meeting held on 16 December 2010, the Trust is now seeking their replacements.

Staff Recommendation

It is recommended that:

1. Mrs Sonya Hetet's resignation be accepted,
2. Messrs Peter Coventry, Ray Haley and Terry Gregan be appointed as Trustees for a term of three years.

Report Discussion

Following the Annual General Meeting of the Trust on 16 December 2010, Mr Rex Byles and Mrs Robyn Lewis retired by rotation and Mrs Sonya Hetet submitted her resignation from the Trust. It was resolved at the meeting to invite three new Members on to the Trust. Approaches have been made to Messrs Peter Coventry, Ray Haley and Terry Gregan who have all consented for their names to be presented to Council. The Trust asks that Council would resolve to accept their nomination as new Trustees.

GD Bunn
FINANCE & ADMINISTRATION MANAGER

Item-74 MATTERS REFERRED FROM 25 JANUARY 2011

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

From: Governance Supervisor

Date: 15 February 2011

1. CHIEF EXECUTIVE

25 January 2011

- i. To arrange for staff to obtain the relevant information on the Rewa Rewa Recreation Reserve for report back to Council.

2. ENGINEERING MANAGER

25 January 2011

- i. To arrange for staff to investigate why recycling bins were emptied directly into the compactor on at least two occasions during the Christmas/New Year period.

**CA Tutty
GOVERNANCE SUPERVISOR**

GENERAL

MOTION TO EXCLUDE THE PUBLIC

Item-75 **CHIEF EXECUTIVE PERFORMANCE REVIEW CONFIDENTIAL**

Item-76 **EMPLOYMENT OF CHIEF EXECUTIVE CONFIDENTIAL**

Reasons for Confidentiality

Confidential Report Item	Grounds	Reason
<u>CHIEF EXECUTIVES PERFORMANCE REVIEW</u>	48(1d) That the exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the local authority to deliberate in private on its decision or recommendation in any proceedings to which this paragraph applies.	7(2a) Protect the privacy of natural persons, including that of deceased natural persons.
<u>EMPLOYMENT OF CHIEF EXECUTIVE</u>	48(1a) That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.	7(2a) Protect the privacy of natural persons, including that of deceased natural persons.

