

EXTRA-ORDINARY

OPEN MINUTES



Ōtorohanga District Council

Te Kaunihera ā-Rohe o Ōtorohanga

Open Minutes of an extra-ordinary meeting of the Ōtorohanga District Council held in the Council Chambers, Ōtorohanga District Council, 17 Maniapoto Street, Ōtorohanga on **Thursday, 4 April 2024 commencing at 9.00am.**

Tanya Winter, Chief Executive

5 April 2024

Membership

Chairperson	His Worship the Mayor, Max Baxter	Attended
Deputy Chairperson and Kāwhia Tihiroa Councillor	Deputy Mayor, Annette Williams	Attended
Kāwhia Tihiroa Councillor	Kit Jeffries	Attended
Kio Kio Korakonui Councillor	Rodney Dow	Attended
Ōtorohanga Councillor	Katrina Christison	Attended
Ōtorohanga Councillor	Steve Hughes	Apology
Rangiātea Councillor	Jaimee Tamaki	Attended
Rangiātea Councillor	Roy Willison	Apology
Waipā Councillor	Roy Johnson	Attended
Wharepūhanga Councillor	Cathy Prendergast	Attended

Quorum

A majority of members (including any vacancies).

Senior staff in attendance

Chief Executive	Tanya Winter	Attended
Group Manager Business Enablement	Graham Bunn	Attended
Group Manager Engineering & Assets	Mark Lewis	Attended
Group Manager Regulatory & Growth	Tony Quickfall	Attended
Group Manager Strategy & Community	Nardia Gower	
Chief Advisor	Ross McNeil	Attended

Approval process

These Minutes were prepared by ODC's Manager Governance, Kaia King and approved for distribution by ODC's Chief Executive, Tanya Winter. Otorohanga District Council confirmed these Minutes as a true and correct record at their meeting held on

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No other business.	
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There are no planned workshops.	

OPENING FORMALITIES

COMMENCEMENT OF MEETING | TE TĪMATANGA O TE HUI

His Worship the Mayor declared the meeting open at 9.02am.

OPENING PRAYER/REFLECTION/WORDS OF WISDOM | KARAKIA/HURITAO/WHAKATAUKĪ

Councillor Tamaki provided the opening karakia.

APOLOGIES | NGĀ HŌNEA

Resolved C185: That Ōtorohanga District Council receive and accept the apologies from Councillors Hughes and Willison for non-attendance.

His Worship the Mayor | Councillor Johnson

LATE ITEMS | NGĀ TAKE TŌMURI

There were no late items.

DECLARATION OF CONFLICT OF INTEREST | TE WHAKAPUAKANGA PĀNGA TAHARUA

There were no conflicts declared.

DECISION REPORTS | NGĀ PŪRONGO WHAKATAU

Item 117: 2024-34 Long Term Plan – Approval of the Consultation Document and supporting information for public consultation

His Worship acknowledged everyone involved who contributed to the development of the draft Long Term Plan. He specifically acknowledged Nardia Gower who led the project team, Brendan O’Callaghan who managed the budget process, Helen Williams who developed the comms plan and Anne McLeod who was the project lead.

ODC’s Ross McNeil (standing in for Nardia Gower who was sick) took the report as read, noting the intensive process which resulted in the documents presented for approval. He noted the changes made as a result of the audit process and the tabled Version 15 of the Consultation Document.

ODC’s Brendan O’Callaghan outlined the final changes made, referring to page 45 and page 41.

Supporting documents

Mr McNeil stated which of the supporting documents had been amended following the audit process. His Worship worked through the documents, seeking any comments or queries from councillors. There were no comments on the following:

- Draft Setting the Pathway
- Draft Setting the scene
- Draft statement of service performance
- Draft rating information
- Draft Treasury Management Policy.

Draft Fees and Charges for 2024/25

In response to a query from His Worship, ODC's Tony Quickfall advised the increase for applications to amend the Ōtorohanga District Plan covered the application initial assessment and processing. He advised the proposed Fee was now in alignment with neighbouring councils.

In response to a query from Councillor Christison on temporary road closure fee waivers, ODC's Mark Lewis advised any of the criteria would be sufficient and following a suggestion confirmed this would be amended by adding 'OR' at the end of each criterion for clarity.

In response to a query from Councillor Jeffries on the staff charge out rates, Mr Quickfall advised the charges were now aligned with neighbouring councils rather than the previous process which impeded the estimates process.

Long Term Plan Consultation Document (CD)

In response to a query from His Worship, ODC's Tanya Winter stated changes were made in response to queries raised by the auditors. These queries and suggestions were considered by the Leadership Team and accepted, accepted with modifications, or rejected. In response to a further query, Mr O'Callaghan advised if the CD was approved by Council, the audit team would provide their report to be included in the CD and once inserted would provide final confirmation. Once final confirmation was received the CD would be ready for public consultation.

Deputy Mayor Williams noted it would have been beneficial to have the auditors at the meeting to confirm they didn't anticipate any problems with the final confirmation. Mr O'Callaghan noted this request for the staff review of the Long Term Plan process.

In response to a query from Councillor Prendergast, Ms Winter advised the Office of the Auditor General provided direction to the auditors on specific areas to review e.g. climate change impact inclusion.

Consultation and engagement process

Mr McNeil advised the delay of the final Consultation Document meant the consultation and hearings dates had changed but the final adoption date of 25 June was not affected.

Resolved C186: That Ōtorohanga District Council:

- a. Approves, pursuant to section 93G of the Local Government Act 2002, the following documents as the supporting information for the 2024-34 Long Term Plan consultation, noting that many of these are still draft documents and are subject to final adoption by Council:
 1. The draft Community Outcomes/Council Direction titled 'Setting the Pathway (Te Ara)'
 2. The draft Groups of Activities and Services, noting that this information also includes-
 - i. draft performance measures
 - ii. information on the development of Māori capacity to contribute to decision-making processes
 - iii. any variations from the assessment of water and sanitary services and waste management policy; and,
 3. The draft Financial Information, including:
 - i. Financial Statements
 - ii. Statement of Accounting Policies
 - iii. Funding Impact Statement
 - iv. Rates Information
 - v. Long Term Plan Disclosure Statement
 - vi. Investment Policy
 4. The draft Significant Forecasting Assumptions
 5. The Draft Policies including:
 - i. The draft Infrastructure Strategy
 - ii. The draft Financial Strategy
 6. The draft Fees and Charges for 2024/25; and,
 7. The draft Ōtorohanga District Water Supply Asset Management Plan; and,
 8. The draft Ōtorohanga District Drainage (Wastewater and Stormwater) Asset Management Plan; and,
 9. The draft Ōtorohanga District Land Transport Activity Management Plan; and,
- b. Approves for consultation purposes, pursuant to sections 82 and 102 of the Local Government Act 2002, the following financial and funding policies subject to any amendments:
 1. the draft Revenue and Financing Policies
 2. the draft Policy on the Remission of Rates
 3. the draft Policy on the Remission and Postponement of Rates on Māori Freehold Land; and,
- c. Approves for consultation purposes the Significance and Engagement Policy pursuant to sections 76AA and 82 of the Local Government Act 2002; and,

- d. Adopts pursuant to, and in accordance with, sections 83 and 93A to 93G of the Local Government Act 2002, subject to any amendments, the draft Consultation Document as the Consultation Document for the 2024-2034 Long Term Plan; and,
- e. Authorises the Chief Executive to approve any minor editorial amendments required to finalise any of the documents listed for printing and distribution as part of the public consultation process; and,
- f. Approves public consultation on the Consultation Document, the draft Financial and Funding Policies, and the draft Significance and Engagement Policy, with the consultation period to run from 5 April 2024 to 6 May 2024; and submissions hearings to start 27 May 2023 and then deliberated on at an extra-ordinary Council meeting on Friday, 31 May 2024 (and on such further days as may be required); and,
- g. Endorses the engagement methods, as set out in the staff report, to be utilised during the public consultation process, and endorses the schedule of engagement sessions; and,
- h. Receives the Audit NZ audit opinion on the Consultation Document, and the letter of representation.
- i. Approves the Kāwhia and Ōtorohanga Community Boards’ involvement in the Hearing, Deliberation and Adoption process as outlined in Appendix 1

His Worship the Mayor | Deputy Mayor Williams

INFORMATION ONLY REPORTS | NGĀ PŪRONGO MŌHIOHIO ANAKE

There were no reports.

OTHER BUSINESS | ĒTAHI ATU TAKE

There was no other business.

PUBLIC EXCLUDED | TAKE MATATAPU

There were no reports.

CLOSING FORMALITIES

CLOSING PRAYER/REFLECTION/WORDS OF WISDOM | KARAKIA/HURITAO/WHAKATAUKĪ

Councillor Tamaki provided a closing karakia.

MEETING CLOSURE | KATINGA O TE HUI

His Worship declared the meeting closed at 9.41am.

WORKSHOPS | HUI AWHEAWHE

There were no scheduled workshops.