



**Ōtorohanga**

*District Council*

*Ōtorohanga - where kiwi can fly  
A dynamic, inclusive and unique district*

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# OPEN MINUTES

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## Ōtorohanga District Council Te Kaunihera ā-Rohe o Ōtorohanga

Chairperson

Deputy Chairperson and Kāwhia Tihiroa Councillor

Kāwhia Tihiroa Councillor

Kio Kio Korakonui Councillor

Ōtorohanga Councillor

Ōtorohanga Councillor

Rangiātea Councillor

Rangiātea Councillor

Waipā Councillor

Wharepūhunga Councillor

His Worship the Mayor, Max Baxter

Deputy Mayor, Annette Williams

Kit Jeffries

Rodney Dow

Katrina Christison

Steve Hughes

Jaimee Tamaki

Roy Willison

Roy Johnson

Cathy Prendergast

Minutes of an ordinary meeting of the Ōtorohanga District Council held in the Council Chambers, Ōtorohanga District Council, 17 Maniapoto Street, Ōtorohanga on Tuesday, 16 May 2023 commencing at 10.00am.

Tanya Winter

**CHIEF EXECUTIVE**

24 May 2023

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**WORKSHOPS | HUI AWHEAWHE**

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The following workshops were held.

Chief Executive’s Review Committee update	Public excluded <sup>1</sup>
Draft Long Term Plan 2024-34 strategic direction update	Open
Communication and Engagement Strategy	Open
Monthly discussion with the Chief Executive	Public excluded <sup>1</sup>

<sup>1</sup> Withheld in accordance with the Official Information Act 1982 under Section 9(s)(ba).

**PRESENT**

His Worship the Mayor Max Baxter and Councillors Rodney Dow; Katrina Christison; Steve Hughes; Roy Johnson; Jaimee Tamaki and Cathy Prendergast.

**IN ATTENDANCE**

Chief Executive Tanya Winter, Group Manager Engineering & Assets Mark Lewis, Group Manager Business Enablement Graham Bunn, Group Manager Strategy & Community Nardia Gower, Group Manager Regulatory & Growth Andrew Loe, Chief Advisor, Ross McNeil, Finance Manager Brendan O’Callaghan, Manager Property Trish Ambury for Item 42, Acting Manager Roding R Shailer and Road Safety Coordinator R Stubbs for Item 45, Long Term Plan Lead A McLeod for Item 47 (via Zoom), Executive Assistant David Dowd, PA to the Group Managers Cathy Plowright, and Manager Governance Kaia King.

**OPENING FORMALITIES**

**COMMENCEMENT OF MEETING | TE TĪMATANGA O TE HUI**

His Worship the Mayor declared the meeting open at 10.02am.

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

Council’s Iwi Relations Advisor, C Temese provided the opening karakia. Councillor Tamaki provided the following words of wisdom: *“Mōrena e te whare, grateful to do words of wisdom today. Reflecting on the spaces and time that we move in within our everyday lives, a little pao, whakataukī, haka came to mind so ‘taku patu taku patu Māori mana motuhake, taku ihi, taku wehi, taku wanawana, taku rōpū haka’.*

*Ihi is reference to preservation around moving into the spaces that we need to make decisions today.*

*Wehi, transformation, let’s make them best practice, so they are permanent and we have better outcomes for the community.*

*Wana is activation. Let’s activate ourselves to have a great hui but also activate ourselves to make some brave changes within our practice that we walk in today.”*

*Taku rōpū haka, anei, kei konei te whare taku rōpū haka. Nō reira, tēnā koutou, tēnā koutou, tēnā tātou katoa.”*

**APOLOGIES | NGĀ HŌNEA**

His Worship the Mayor had accepted the requests for leave of absence from Deputy Mayor Williams and Councillor Jeffries prior to the meeting. Councillor Willison tendered his apology the day before the meeting.

**RESOLVED C51:** That Ōtorohanga District Council receive and accept the apology from Councillor Willison for non-attendance.

His Worship the Mayor | Councillor Christison

**LATE ITEMS | NGĀ TAKE TŌMURI**

There were no late items.

**DECLARATION OF CONFLICT OF INTEREST | TE WHAKAPUAKANGA PĀNGA TAHARUA**

There were no declarations made.

**CONFIRMATION OF MINUTES | TE WHAKAŪ I NGĀ MENETI**

**RESOLVED C52:** That the unconfirmed open minutes of the Ōtorohanga District Council meetings held on 21 March and 18 April 2023, having been circulated, be taken as read and confirmed as a true and correct record of those meetings.

Councillor Tamaki | Councillor Johnson

**RECEIPT OF MINUTES | TE RIRONGA O NGĀ MENETI**

**Ōtorohanga Community Board**

**RESOLVED C53:** That the unconfirmed open minutes of the Ōtorohanga Community Board meeting held on 3 April 2023 be received.

Councillor Hughes | Councillor Christison

**Kāwhia Community Board**

**RESOLVED C54:** That the confirmed open minutes of the Kāwhia Community Board’s meeting held on 5 April and the unconfirmed open minutes of the Kāwhia Community Board’s meeting held on 4 May, be received.

His Worship the Mayor | Councillor Prendergast

**PUBLIC FORUM | HUI TŪMATANUI**

No members of the public had requested to be heard.

**HIS WORSHIP THE MAYOR’S VERBAL REPORT | TE PŪRONGO Ā-WAHA A TE KAHIKA**

His Worship provided an update on his activities since the last meeting. He attended the ANZAC Day services at Ōtorohanga and Kāwhia and the Coronation Day tree planting ceremony. He spoke to the community boards training day and joined the Kāwhia Community Board meeting via Zoom. Also, he had a Zoom meeting with the Mayor of Kawerau District and a Zoom hui with Ngāti Uakau and Ngāti Te Patupō. His Worship spoke in his regular slot on Maniapoto FM and met with a representative from The Lines Company on energy initiatives.

DECISION REPORTS | NGĀ PŪRONGO WHAKATAU

**Item 42: Consideration of the Ōtorohanga Support House request for increased funding and the long term lease of 88 Maniapoto Street**

Council’s Group Manager Strategy & Community N Gower took the report as read noting the matter was considered by the Ōtorohanga Community Board at their meeting the previous day. She advised the Board had made a recommendation to Council as contained in the staff recommendation in the report.

In response to a comment from His Worship on the granting of a three year lease with a two year extension at the landlord’s discretion, several elected members also spoke in support of including the extension option. Council’s Manager Property, T Ambury noted the lease policy adopted by Council would use a standardized lease template which includes a termination clause.

**RESOLVED C55:** That the Ōtorohanga District Council:

- a. Agrees to a 3-year lease with the Ōtorohanga Support House for the exclusive use of 88 and 120 Maniapoto Street from 1 July 2023 to 30 June 2026 with a two-year extension to be given at the landlord’s discretion.
- b. Agrees to fund the additional costs (\$17,000/year) associated with the lease of 88 Maniapoto Street for a period of 3 years making their total grant from Council \$36,000.
- c. Notes that this extra funding has been included in the 2023/24 Annual Plan with further funding to be considered in the Long Term Plan 2024-34.

Councillor Dow | Councillor Christison

**Item 43: Local Easter Sunday Shop Trading Policy 2017 review**

Council’s Group Manager Regulatory & Growth, A Loe took the report as read noting both the Ōtorohanga Community Board and the Kāwhia Community Board had made a recommendation to Council to conduct a review with a view to continuing the existing Policy without change.

**RESOLVED C56:** That the Ōtorohanga District Council

- a. Review the Local Easter Sunday Shop Trading Policy with a view to continuing the existing Policy without change.
- b. Approve the Statement of Proposal for public consultation in accordance with the special consultative process of the Local Government Act.

His Worship the Mayor | Councillor Hughes

**Item 44: Ōtorohanga Rural Concept Plan: Community Advisory Group confirmation of membership and adjustment to geographic scope**

Council’s Chief Advisor, R McNeil noted the names in the resolution needed amending following discussions.

He advised the additional names were Bev Bayley and Alison or David Sellars. Councillor Prendergast requested Craig Vanner also be added to the Group.

Mr McNeil also noted the geographic scope had been discussed by the Kāwhia Community Board and the following areas had been included: Ōpārau District and Kāwhia and Aotea harbours. He noted the remaining areas of the district, not covered by the Ōtorohanga Town Concept Plan would be in the Rural Concept Plan.

Mr McNeil advised the first community drop-in session for the Kāwhia and Aotea concept plan would be held on Saturday, 3 June in Kāwhia. This was over the King’s birthday weekend and was in response to comments made by the previous Board on the need to hold sessions when bach owners were in town.

**RESOLVED C57:** That the Ōtorohanga District Council:

- a. Confirm the following as members of the Community Advisory Group for the Ōtorohanga Rural Concept Plan: Lizzie Te Brake, Robbie Sherriff, Keri Taylor, Andrew Jolly, Kevin Hickey, Liz Cowan, Rosemary Davison, Lorraine Fox, Ian Clark, Nick Riley, Bev Bayley, Craig Vanner and Alison or David Sellars.
- b. Note that other members of the rural community will be co-opted onto the Rural Advisory Group.
- c. Note that the Ōpārau District and matters relating to Kāwhia and Aotea harbours will be considered as part of the Kāwhia/Aotea Concept Plan.

Councillor Tamaki | Councillor Johnson

**Item 45: Consultation draft interim speed management plan for the Ōtorohanga District**

Council’s Acting Manager Roading, R Shailer took the report as read and in response to a query from His Worship, advised that the ‘roads of concern’ had been raised by members of the community either directly in discussion or through service requests or Facebook posts. His Worship queried the rationale for the proposed speed limits for Ouruwhero Road. Council’s Chief Executive T Winter noted the technical report provided as the report’s appendix was prepared by roading experts however Council ultimately could decide to consult on alternative options.

Ms Winter requested a short recess. His Worship adjourned the meeting at 10.52am and the meeting recommenced at 11.03am.

His Worship commented on the confusion that might be caused by differing speed limits. He proposed that the consultation provide an option for Ouruwhero Road to be 50km for 1.25kms from Kakamutu Road then 100km.

Councillor Prendergast noted school and marae speed limits were required by Government to be reviewed whilst the roads of concern were optional. Both Councillors Prendergast and Johnson queried the planned engagement with the community and Councillor Hughes queried consultation with the NZ Police. Council’s Road Safety Coordinator R Stubbs advised consultation had been undertaken with NZ Police by Waka Kotahi in the development of the ‘Road to Zero’ strategy and national speed management plans. She noted the technical reports and proposed options were in alignment with the strategy and plans.

Members raised concerns over the need to have consistency across both urban and rural schools.

**RESOLVED C58:** That Ōtorohanga District Council approve the Draft Interim Speed Management Plan for public consultation from 1 June to 30 June 2023 with the following amendments:

- a. Inclusion of an option for Ouruwhero Road with a 50km proposed speed limit ending 1.25kms north of Kakamutu Road.
- b. All urban schools to be consistent with 30km speed limit.
- c. All rural schools to be consistent with 40km/100km variable speed limit.

His Worship the Mayor | Councillor Christison

Councillor Dow requested his vote against to be recorded.

**INFORMATION ONLY REPORTS | NGĀ PŪRONGO MŌHIOHIO ANAKE**

**Item 46: Financial report for the month ending 30 April 2023**

Council’s Finance Manager, B O’Callaghan took the report as read and in response to a query from His Worship, confirmed many councils were experiencing issues with procurement. He noted inflation was also having an impact with some projects not proceeding due to higher than expected tenders being received. Council’s Group Manager Engineering & Assets, M Lewis spoke on the issues being experienced in the capital projects programme.

**RESOLVED C59:** That the Ōtorohanga District Council receive the report titled ‘Financial report for the month ending 30 April 2023’ (document number 688634) from Brendan O’Callaghan, Finance Manager.

Councillor Dow | Councillor Johnson

**Item 47: Long Term Plan 2024-34 Ōtorohanga District Environmental Scan**

Council’s Long Term Plan Lead, A McLeod spoke to a PowerPoint presentation noting an environmental scan was not required by legislation but assists in the early identification of key issues. She noted the trends and challenges identified. Council’s Chief Executive, T Winter spoke on the next stages of the Long Term Plan project.

**RESOLVED C60:** That the Ōtorohanga District Council receive the Ōtorohanga District Environmental Scan (document number 688665) for information and note that the document will be updated, as required, until presented for final adoption in June 2024 with the Long Term Plan 2024-34 and other supporting documents.

Councillor Johnson | Councillor Prendergast

**PUBLIC EXCLUDED | TAKE MATATAPU**

No reports.



OTHER BUSINESS | ĒTAHI ATU TAKE

**COUNCILLOR UPDATES ON MEETINGS ATTENDED ON BEHALF OF ŌTOROHANGA DISTRICT COUNCIL**

Many members attended ANZAC Day services and the King Charles III coronation tree planting. Councillor Prendergast noted the North King Country Development Trust meeting advised at the last meeting had been rescheduled. Councillor Christison attended the Ōtorohanga District Development Board meeting and Councillor Dow attended the Waikato Regional Transport Committee. He also acknowledged the 60 year anniversary of local business Otorohanga Transport Limited.

Council’s representatives on the community boards attended their meetings and also the special training session held for the two boards. Councillor Tamaki attended local hui and the Iwi Chair Forum in Rotorua.

His Worship advised a regular meeting is being organised for the Mayors and Councillors of Waipā, Ōtorohanga and Waitomo district councils to collaborate on cross-boundary projects.

**RESOLUTION REGISTER**

**RESOLVED C61:** That the Ōtorohanga District Council confirm the removal of resolutions C18 and C51 from the Register.

Councillor Hughes | Councillor Prendergast

**CLOSING FORMALITIES**

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

Councillor Tamaki provided the closing karakia.

**MEETING CLOSURE | KATINGA O TE HUI**

His Worship the Mayor declared the meeting closed at 12.13pm.

**WORKSHOPS | HUI AWHEAWHE**

Communication and Engagement Strategy	Open	No presentation
Draft Long Term Plan 2024-34 branding	Open	Presentation
Monthly discussion with the Chief Executive	Public excluded	No presentation
Chief Executive’s Review Committee update	Public excluded	No presentation