



Ōtorohanga District Council

MINUTES

17 MARCH 2020

10am

Members of the Ōtorohanga District Council

His Worship the Mayor MM Baxter
Councillor K Christison
Councillor B Ferguson
Councillor R Johnson
Councillor K Jeffries
Councillor RA Klos
Councillor A Williams

ŌTOROHANGA DISTRICT COUNCIL

17 March 2020

Minutes of an ordinary meeting of the Ōtorohanga District Council held in the Council Chamber at 17 Maniapoto Street, Ōtorohanga on 17 March 2020 at 10am.

Tanya Winter
CHIEF EXECUTIVE

MINUTES

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PRESENT

His Worship the Mayor MM Baxter, Councillors K Christison, B Ferguson (attended at 10.45am), R Johnson, K Jeffries, RA Klos, P McConnell and A Williams

IN ATTENDANCE

Ms. T. Winter (Chief Executive), Messrs., A Loe (Group Manager Environment), G Bunn (Group Manager Corporate), Andreas Senger (Acting Group Manager Engineering), B O'Callaghan (Finance Manager), CA Tutty (Governance Supervisor) and Ms. T Ambury (Community and Economic Development Manager).

His Worship declared the meeting open and asked Councillors to give thought to those countries hit hard by the Corona Virus. He hoped that this country is not affected to the same extent.

APOLOGY

RESOLVED that the apology received from Councillor B Ferguson for lateness, be sustained.

HIS WORSHIP/COUNCILLOR MCCONNELL

REFLECTION / PRAYER / WORDS OF WISDOM

Councillor McConnell recited words of hope and wisdom.

DECLARATION OF CONFLICTS OF INTEREST

His Worship asked members whether they had any declarations of conflicts of interest.

No declarations of conflicts of interest were received.

CONFIRMATION OF MINUTES – ŌTOROHANGA DISTRICT COUNCIL – 18 FEBRUARY 2020

RESOLVED that the Minutes of the meeting of the Ōtorohanga District Council held on 18 February 2020 be approved as a true and correct record of that meeting and the recommendations contained therein be adopted.

COUNCILLOR WILLIAMS/COUNCILLOR JOHNSON

MATTERS ARISING

Councillor Williams referred to page 4, in particular the terms of reference for the Otorohanga District Council Risk and Assurance Committee, Item 3 – membership and requested that in order to be consistent, the individual names of the Risk and Assurance Committee members be included.

These being: His Worship the Mayor, Councillors Williams, Klos, and Jeffries.

RECEIPT OF MINUTES – ŌTOROHANGA COMMUNITY BOARD – 4 MARCH 2020

RESOLVED that the Minutes of the meeting of the Ōtorohanga Community Board held on 4 March 2020 be received.

COUNCILLOR MCCONNELL / COUNCILLOR CHRISTISON

ITEM 52 HIS WORSHIP THE MAYOR - VERBAL REPORT

His Worship reported on the various meetings / activities he had attended since the last Council meeting, these being:

- Attended ODDDB meeting.
- Spoke at Lyceum Club.
- Met with one of his TUIA representatives.
- Attended the Mayoral Forum Retreat with other Mayors and Chief Executives of the Waikato Mayoral Forum to discuss the direction of the forum.
- Conference call with the Rt Hon Minister Mahuta.
- Attended a meeting of the Civil Defence Controllers appointment panel – interviewing this Council’s Chief Executive as a possible controller.
- Hosted a meeting between Iwi with the Chief Executive.
- Attended a meeting of the Thrive Advisory Board.
- Attended meetings of the Tihiroa and Waipa Rural Water Supply Schemes.
- Met with Delwyn representing the PGF to discuss the PGF applications from this District.
- Attended the Ranginui and Arohena Rural Water Supply Scheme meetings.
- Travelled to Wellington for the Mayoral Induction Workshop for Tuia.
- Attended the Rural and Provincial meeting with Councillor Johnson, Chief Executive Tanya Winter and Board Chair Neville Gadd.
- Attended the Powhiri of the first Tuia Wananga hosted in Ōtorohanga at Te Kotahitanga Marae.
- Spent time at the marae where he addressed the Rangitahi from around New Zealand.
- Met with Simon Appleton from Eastern Bridge.
- Met with a ratepayer.
- Attended the first of a series of engagements with Iwi in relation to the LTP.
- Attended Council’s first Risk and Assurance meeting with new Chair Mr. B Robertson.
- Treaty discussion meeting.
- Took part with other Elected Members in District Tour 1 covering the Eastern side of the District.
- Undertook travel as Chair of Mayors Taskforce for Jobs in covering Mayoral visits in the South Island including Dunedin City, Timaru, Ashburton and Waimate Districts.
- Met with Kim Linklater (Wintec Area Manager) to discuss construction courses, transition programmes and health.

RESOLVED that His Worship the Mayor’s verbal report be received.

HIS WORSHIP / COUNCILLOR JEFFRIES

ITEM 53 CHIEF EXECUTIVE REPORT 18 FEBRUARY – 16 MARCH 2020

Caronavirus (COVID-19)

The Chief Executive reported that Council’s Road Safety Coordinator (who is also Councils CDEM Welfare Manager) and herself are attempting to provide staff with a healthy and safe working environment. She reported that business continuity plans for critical services are being put in place since the confirmation that the Caronavirus is now a Pandemic.

The Chief Executive asked members to take her report as read and whether they had any questions on its content.

The following points were raised:

- The current approach used by Council in addressing angry customers.
- The trial of “working from home” undertaken by the Waikato Regional Council and Bay of Plenty Regional Council.
- Explanation by the Chief Executive of her reasons for attending several Community Group meetings. An opportunity to meet new people and encourage feedback for the Long Term Plan.
- Congratulations extended to the Chief Executive and those staff participating in the Aotearoa Bike Challenge month.
- Thanks to all those staff involved in presenting the Eastern District Tour

RESOLVED that the Chief Executive’s report for the period 18 February 2020 – 16 March 2020 be received.

HIS WORSHIP / COUNCILLOR CHRISTISON

ITEM 54 ELECTED MEMBERS ALLOWANCES AND REIMBURSEMENT POLICY

The Group Manager Corporate referred members to his report presenting to Council for adoption the Elected Members Allowances and Reimbursements Policy.

He confirmed that this Policy applies directly to Elected Members.

During discussion the following issues were covered –

- Travel time allocation- minimum threshold of one hours travelling time.
- Communication – Equipment payment of the base rental and Council related usage.
- Mileage for approved Council Business by an Elected Member – will be paid up to the maximum rate per KM as set out in the current Remuneration Authority Determination.

RESOLVED that the Elected Members allowances and reimbursements policy be adopted.

COUNCILLOR JEFFRIES / COUNCILLOR CHRISTISON

ITEM 56 SUBMISSIONS ON THE REVIEW OF DOG CONTROL POLICY AND BYLAW

The Group Manager Environment referred members to his report advising that submissions have closed on the latest review of the Ōtorohanga District Dog Control Policy and Bylaw. He said Councillors must now consider the matters raised in the 17 Submissions received before deciding on the final content of the Policy.

Mrs. Carmen Smith presented her submission expanding on the issues raised by her, these being:

1. Does the proposed new site have river access as did the previous site.
2. Is there access to drinking water within the exercise area.
3. There are no trees to provide shelter for animals or owners, or the provision of seating for owners.
4. Will this area be “off lead”.
5. Fence off the Walkway.
6. Noxious weeds to be kept under control.
7. Signage.
8. Provision of Rubbish Bins.

The Group Manager Environment then took members through the areas upon which submissions has been received:

AOTEA

- Area Morison Road, Aotea – Playground area, to be included in the restricted areas.

This was supported by Council.

MANIAPOTO STREET, ŌTOROHANGA

- Dog owners be allowed to walk through the Main Street (Maniapoto Street) outside of business hours from 8am – 6pm.
- Additional signage be installed to advise dog owners that Main Street (Maniapoto Street) is a prohibited area.

This was supported by Council.

REG BRETT RESERVE

- That the Reg Brett Reserve which now contains the Jim Barker Memorial Playground and other amenities should be a dog prohibited area.
- The current stopbank exercise area by Maniapoto Street be deleted from the schedule as the Stopbank Walkway runs across this area.

This was supported by Council.

WAIPA ESPLANADE

- Proposal to designate all the old landfill area as a dog exercise area as this field is easily accessed by vehicles, by cycle and foot. The area is already fenced off and the grass is regularly cropped under the new ‘grass harvest’ contract.

This was not fully supported by Council.

During discussion on this proposal the following points were highlighted:

- a. Grass Harvesting income .
- b. Preference given to the Lake Huiputea area rather than Waipa Esplanade.
- c. Perhaps retain the Waipa Esplanade area and for investigation to be carried out into the KiwiRail leased area adjacent to Lake Huiputea.
- d. The matter of whether it is advisable to provide rubbish receptacles.
- e. The cost of fencing and signage for the Waipa Esplanade area.
- f. Cost of fencing around \$3000 for the Lake Huiputea area.
- g. No appetite to increase Dog Control Fees.
- h. The sum of \$4000 has been allowed for establishment costs for whatever proposal.

RESOLVED that

1. The report and submissions on the Review of the Ōtorohanga District Dog Control Policy and Bylaw be received and,
2. That staff investigate options including costs for creating 'Off Leash' dog exercise areas in Ōtorohanga and bring these back to Council in April 2020.

HIS WORSHIP / COUNCILLOR FERGUSON

ITEM 55 TE WAKA SIX-MONTHLY REPORT

Representatives from Te Waka, Waikato Regional Economic Development Agency Ms. Kerry Coulter, Michelle Hollands and Mr. Michael Bassett-Foss attended the meeting. Mr Dallas Fisher (Chair of the Board) could not attend as he is unwell. The purpose of their report was to inform Elected Members of the results of key performance targets along with the other activities of Te Waka over the period 1 July – 31 December 2019.

Members were informed that Te Waka's role is to lead, enable and connect with its objectives being:

- Lift economic performance across the Waikato region.
- Attract, retain and grow investment, talent and business across the region.
- Champion and lead the region's collective voices for economic and business needs and opportunities.

His Worship expressed Council's thanks to the representatives for their presentation and extended Council's best wishes to Mr. Dallas Fisher for a speedy recovery.

RESOLVED that the Six-Monthly report from Te Waka for the period 1 July – 31 December 2019 be received.

HIS WORSHIP / COUNCILLOR CHRISTISON

LUNCH ADJOURNMENT

RESOLVED that Council adjourn for lunch at 12.35pm

HIS WORSHIP / COUNCILLOR WILLIAMS

RESOLVED that Council reconvene the meeting at 1.10pm

HIS WORSHIP / COUNCILLOR WILLIAMS

ITEM 57 NGĀTI MANIAPOTO TREATY SETTLEMENT LAND TRANSFER PROPOSAL

Council's Community and Economic Development Manager referred members to her report advising that Te Arawhiti require a resolution from Council to enable the transfer of Huiputea to be included in the drafting of the settlement deed between Ngati Maniapoto and the Crown. Ngāti Maniapoto are also seeking Council support to proceed with the Kakamutu land parcel described in her report to be transferred to Ngāti Maniapoto, subject to Council completing the appropriate due diligence to confirm this can be completed.

The Community and Economic Development Manager outlined the two sites being considered for transfer to Ngāti Maniapoto.

RESOLVED that Council:

1. Recognises the cultural and historical significance of Huipūtea to Ngāti Maniapoto, and resolves to;
 - a) Transfer the Huipūtea Historic and Local Purpose Reserve (Lots 3 and 4 Deposited Plan South Auckland 62786 held in records of title SA51C/899 and SA51C/898) to the Maniapoto Post Settlement Governance Entity through a sale and purchase agreement.
 - b) Complete the sale of the reserve to Ngāti Maniapoto within 5 years of the settlement date as set out in the Maniapoto Claims Settlement Act, when it becomes law.
 - c) Ask the Crown, through the Maniapoto Claims Settlement Act, to facilitate the transfer to Ngāti Maniapoto of the Huipūtea Historic and Local Purpose Reserve by overriding certain provisions of the Reserves Act 1977.
 - d) The land being classified as Huipūtea Local Purpose (Historic) Reserve after the transfer has been completed.
 - e) Ngāti Maniapoto being responsible for management and administration of the Huipūtea Local Purpose (Historic) Reserve after the transfer has been completed, and there would be no requirement for a Reserve Management Plan to be completed.

2. Recognises the cultural and historical significance of Kākāmutu to Ngāti Maniapoto, and resolves to;
 - a) Transfer the Kākāmutu property to the Maniapoto Post Settlement Governance Entity (Lot 4 Deposited Plan South Auckland 8279 held in record of title SA60C/475) through a sale and purchase agreement within 5 years of the settlement date as set out in the Maniapoto Claims Settlement Act, when it becomes law, subject to;
 - b) Council completing the appropriate legal investigations to satisfy lawfully being able to complete the transfer of ownership to the Maniapoto Post Settlement Governance Entity through a sale and purchase agreement.

3. Resolves to; fulfil any requirements for consultation prior to proceeding with the transfer process to the Maniapoto Post Settlement Governance Entity as required by Council's Significance and Engagement Policy.

COUNCILLOR KLOS / COUNCILLOR JEFFRIES

ITEM 58 ROUTINE ENGINEERING REPORT ON WATER SERVICES & COMMUNITY FACILITIES – NOVEMBER 2019 TO FEBRUARY 2020

Council's Services Manager referred members to his report the purpose of which is to provide information on the activities of the Water Services and Community Facilities department for the last quarter from 30 November 2019 to 29 February 2020.

The Acting Group Manager Engineering acknowledged the tiresome work carried out recently by the Water Services Team during difficult conditions.

Councillor McConnell informed members that he has also received positive feedback on water supply issues.

RESOLVED that the information presented to Council in the Services Managers report be received.

COUNCILLOR MCCONNELL / COUNCILLOR JEFFRIES

ITEM 59 ROUTINE ENGINEERING REPORT ON ROADING – NOVEMBER 2019 TO FEBRUARY 2020

The Acting Group Manager Engineering referred members to this report on routine Roading matters for the period November 2019 to February 2020.

He asked members to take the report as read and queried whether they had any questions on its content.

Contract C1063 – Huipūtea Drive – Lowering and Associated Car Park and Stormwater Works

The Acting Group Manager Engineering reported that Council staff are still in contact with KiwiRail, and at the present time the lowering of the road will not take place right now. Other auxiliary works such as Stormwater, Kerbing, etc will carry on in order to progress the contract.

During discussion the brilliant Otewa School signage was raised and it was queried whether this would apply to the Mahihi School. The Acting Group Manager Engineering replied that further options and costs will be presented to Council in the near future.

A request was also made for the appropriate people who check Car-Seats to be in attendance at the Arohena Play Centre in the near future.

RESOLVED that the Routine Engineering Report on Roothing for the period November 2019 to February 2020 be received.
COUNCILLOR MCCONNELL / COUNCILLOR FERGUSON

ITEM 60 RECCOMENDATIONS FROM COMMUNITY BOARDS

RESOLVED that the resolution noted hereunder by the Ōtorohanga Community Board be adopted by Council.

ŌTOROHANGA COMMUNITY BOARD – 4 MARCH 2020

Resolved that The Ōtorohanga Community Board recommends to Council that the Terms of Reference for Governance delegations to the Ōtorohanga Community Board be approved with the following amendments:

Delegated Powers

a) Amend bullet point 1 to read “To maintain the governance of services provided by the Council within the Community Board’s area.”

b) Remove bullet point 5. “To undertake any other responsibilities that are delegated to it by Council”.

CHAIR / MR. COVENTRY

COUNCILLOR CHRISTISON / COUNCILLOR MCCONNELL

ITEM 61 MATTERS REFERRED

Introduction of ‘Smoke Free areas’

Members were informed that it was the intention to bring this Draft Policy to Council however, it has now been agreed that the Draft Policy be placed before meetings of the Ōtorohanga and Kawhia Community Boards prior to come to Council.

Occupancy Policies

Members were informed that more work is to be carried out by Staff then the matter will be brought to Council in April, in a Workshop situation.

COUNCILLOR UPDATE

Councillor Johnson

Attended the following:

- Rural and Provincial Sector meeting in Wellington along with His Worship, Chief Executive and OCB Chair. He said he found the meeting very useful and referred to the following issues;
 - o Forestry – Damage caused to roads at harvest time secure funding.
 - o Fresh Water Reforms – Expect more input from Central Government.
 - o Container return schemes.
- Roothing Efficiency Group.
- Opening of Children’s Cycle-Way at Reg Brett Reserve.
- Rural Water regulation meeting.

Councillor Williams

Attended the following:

- Tihiroa Water Supply Committee meeting.
- Waikato District Health Board.
- Zone 2 meeting in Tauranga.
- Te Kawa Hall meeting representing Council.
- Risk and Assurance Committee meeting.
- Treaty Discussion.
- Roothing Efficiency Group.
- Pokai at Makatu Marae.

Councillor Klos

Attended the following:

- Ranginui Water Supply Meeting – re ownership of the scheme.
- Risk and Assurance Committee meeting.
- Council District Tour – Eastern.

Councillor Klos expressed disappointment at not receiving Council papers by mail for this meeting until yesterday afternoon.

Councillor Jeffries

Attended the following:

- Kawhia Quiz Night.
- Awaroa Sports Day.
- Risk and Assurance meeting.
- Workshop regarding Treaty Claims
- Council District Tour – Eastern

Councillor Christison

Attended the following:

- Kids Day and associated Sponsorship.
- Ōtorohanga District Development Board meeting.
- Ōtorohanga Support House meeting
- Council District Tour – Eastern
- Roding Efficiency Group.

Councillor Ferguson

Attended the following:

- TARGA Rally

Councillor McConnell

Councillor McConnell referred to Service Requests and the fact that only an automated reply is received. He requested some follow up with relevant timeframes.

Resignation

Councillor McConnell addressed Council tendering his resignation from Council and extending his thanks to Councillors and Staff for their support during his terms on Council, which he has really enjoyed.

His Worship replied that he really appreciated Councillor McConnell's commitment and his persistent efforts on behalf of the Otorohanga Community Board. He wished him all the best for the future.

His Worship presented Councillor McConnell with a token of thanks and Certificate of appreciation.

Councillor Jeffries said he became aware of Councillor McConnell with his input into Community Rugby and Bowls. He said people are certainly aware of his presence in the Council and he will be missed.

Councillor Johnson reiterated the above comments and said he has enjoyed working with Councillor McConnell. He said he is very popular within the Community and wished him all the very best for the future.

Councillor Ferguson said he was able to relate well to Councillor McConnell and wished him all the very best for the future.

Councillor Klos said she always insisted on calling Councillor McConnell by his correct name rather than 'Porky'. She was pleased that he helped her in her endeavor to provide a toilet facility at the Waipapa Reserve. Councillor Klos said she will miss Councillor McConnell.

Councillor Christison reported that she had often curbed Councillor McConnell's passion and that they did not always agree however, Councillor McConnell did believe in her. She said she will miss him very much.

MEETING CLOSURE

The meeting closed at 2.23pm