



Otorohanga District Council

# MINUTES

20 June 2017

10.02am

Members of the Otorohanga District Council

Mr MM Baxter (Mayor)  
Mrs K Christison  
Mr RM Johnson  
Mrs RA Klos  
Mr P McConnell  
Mr KM Phillips  
Mrs DM Pilkington  
Mrs AJ Williams

Meeting Secretary: David Dowd (Executive Assistant)

# OTOROHANGA DISTRICT COUNCIL

20 June 2017

## MINUTES

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## **PRESENT**

His Worship Mr MM Baxter (Mayor), Mrs DM Pilkington (Deputy Mayor), Councillors Mr KC Phillips, Mr P McConnell, Mrs AJ Williams, Mr RM Johnson.

## **IN ATTENDANCE**

Messrs DC Clibbery (Chief Executive), G Bunn (Finance and Administration Manager), R Brady (Engineering Manager), A Loe (Environmental Services Manager (10.10am) and D Dowd (Executive Assistant)

His Worship declared the meeting open and welcomed those present.

## **APOLOGIES**

**Resolved** that the apologies received from Councillor Klos & Councillor Christison be sustained.

## **HIS WORSHIP / CR PILKINGTON**

### **OPENING PRAYER**

Councillor Phillips read the Opening Prayer.

## **PUBLIC FORUM**

No members of the public were present

## **ITEMS TO BE CONSIDERED IN GENERAL BUSINESS**

The Chief Executive presented an additional report on Reserve Status Change that will require a resolution at this meeting.

**Resolved** that the report from the Chief Executive pertaining to the Reserve Status Change be considered in General Business which will require a resolution.

## **HIS WORSHIP / CR PILKINGTON**

### **CONFIRMATION OF MINUTES – OTOROHANGA DISTRICT COUNCIL 16 MAY 2017**

**Resolved** that the Minutes of the meeting of the Otorohanga District Council held on 16 May 2017 as previously circulated, be approved as a true and correct record of that meeting.

## **HIS WORKSHIP / CR JOHNSON**

### **MATTERS ARISING**

Councillor Pilkington made reference to page 4 of these minutes, in particular Drivers Licencing Training and informed members that this is still continuing as part of a Waitomo District Council and Otorohanga District Council joint initiative and that the ceasing of financial support for this programme is only from the Otorohanga Charitable Trust.

### **Direct Referral for Waikeria Prison Expansion**

Councillor Pilkington referred to page 6 and informed members that the Council Lawyers attended the meeting at the Lyceum Club on 4<sup>th</sup> April.

### **Proposed River Level Index Indicator**

Councillor Phillips referred to page 3 and said what had been said was that Council was more concerned with town flooding than farmers problems.

## **Federated Farmers**

Councillor Johnson drew members to page 12 in reference to Federated Farmers and said this should read 'not one farmer at the meeting had read the article'. He also informed members that words 'Regional Council' should be replaced with 'Regional President'.

Councillor Phillips queried the statement by Councillor Johnson that sustainable milk plans are funded by Dairy NZ and informed members that It was actually a cost not a subsidy.

Councillor Johnson informed members that he believed this was part of the levy.

Councillor Phillips stated that the point needs to be clarified.

Councillor Johnson agreed to follow up on this matter and report back to Council at a later date.

#### **CONFIRMATION OF MINUTES – OTOROHANGA COMMUNITY BOARD – 25 MAY 2017**

**Resolved** that the Minutes of the meeting of the Otorohanga Community Board held on 25 May 2017 as previously circulated, be approved as a true and correct record of that meeting.

#### **CR MCCONNELL / HIS WORSHIP**

Councillor McConnell informed members that the Youth Initiative report presented to the Otorohanga Community Board was slightly different than that presented to Council and this may have been due to further information becoming available between these meetings.

#### **DECLARATION OF INTEREST**

His Worship asked Members whether they were aware of any circumstances where they could stand to make personal and/or monetary gains in any particular matter to be discussed at this meeting.

No such Declarations of Interest were received.

#### **REPORTS**

##### **ITEM 72 CHIEF EXECUTIVE EMPLOYMENT**

His Worship informed Councillors that the majority of members have been a part of the Chief Executive Re employment process. After consideration and due process, and that it has been decided that incumbent Dave Clibbery will remain in the position of Chief Executive Officer leading the Otorohanga District Council.

**Resolved** that the incumbent Chief Executive Officer, Dave Clibbery, be reappointed into the position of Chief Executive Officer.

#### **MAYOR / CR PILKINGTON**

Councillor Phillips expressed the opinion that he was impressed with the overall process carried out by EQUIP.

Councillor Williams extended congratulations to Dr Clibbery for his reemployment.

##### **ITEM 73 POTENTIAL FUNDING OF YOUTH SUPPORT ACTIVITIES**

The Chief Executive stated that there is an amount of \$30,000 in the District Development Account that has not been used and that this money could be assigned to the Youth support activities being proposed by the Thrive Otorohanga Youth Trust.

He said that there has been significant progress in this area and that there is a clear signal from the Community which was not achieved.

Councillor Pilkington stated that at Rural and Provincial meeting gave a presentation by John Carter that a very sobering presentation on the challenges facing communities, and that assisting Youth and improving Economic Development are two key areas. Councillor Pilkington also expressed the opinion that such funding needs to have adequate accountability and reporting attached to it.

His Worship mentioned Honourable John Carters presentation at the Rural and Provincial sector meeting had highlighted issues relating to dysfunctional families and that throwing money at Communities is not the solution if progress is to be made.

His Worship informed members that this is an opportunity to make a difference, Peter and Carol Coventry already have existing relationships in this field and can make a difference. He also stated that the previous funding cut to Thrive by the Otorohanga District Development Board has empowered Thrive to review and redevelop their approach in this field.

Councillor Phillips asked if there is a way of setting key performance indicators.

His Worship informed members that part of the reason that the Otorohanga District Development Board ended funding of this entity was due to having key performance indicators set by an external agency outside of the Community, and that these were not achieved because of this.

Councillor Phillips said that the key performance indicators need to be meaningful and appropriate to the local Community.

His Worship said that if Council supports this programme it will provide Thrive with a greater potential to seek other additional funding.

His Worship informed members that \$80,000 was the target figure of funding needed overall for the programme to progress.

Councillor Pilkington expressed the opinion that throwing money at the issue is not a blanket fix, and that this money must be used wisely to reach out and get to those most in need.

His Worship informed members that with the availability of the College Connection program, this will provide a good solid link to ensure the funding is best used in the right place and that as a portion of funding is coming from Council, this will enable a structured input and directive as to how this programme will operate within the Community.

Councillor Johnson said that the expectations need to be sensible and the Key Performance Indicators need to reflect this.

Councillor Pilkington also expressed the opinion that it is very important to be accountable and for adequate reporting however, this is not to in any way hinder the good work of the programme.

Councillor McConnell stated that it is important to have new elements factored into this model, that going back to the old structure would not be adequate or suitable.

His Worship stated that the programme will have new content and that Thrive has taken advice and looked at modelling from other programmes run for Youth.

**Resolved** that Council supports, in principle, the assignment of up to \$30,000 of funding from the District Economic Development Account for support of youth programs proposed to be operated by the Thrive Otorohanga Youth Trust.

### **CR JOHNSON / CR MCCONNELL**

#### **ITEM 74 STAFF SUBMISISON TO ANNUAL PLAN**

The District Accountant informed members that the only submission received in relation to the Annual Plan was one by the Staff of the Otorohanga District Council. The submission covered the following issues:

1. Remote chlorine monitoring systems for the Arohena and Tihiroa Rural Water Supply scheme and Kawhia Water Supply treatment plants.

These have been agreed to with the committees of these schemes however, were not included at the time of the budget being prepared due to delays in establishing costs. Approximate costs are to be budgeted at \$8,000 per unit, with a total of 5 units required across the three schemes.

- 3 units for Arohena Scheme (Kahorekau, Taupaki and Huirimu plants)
- 1 unit for Tihiroa Scheme
- 1 unit for Kawhia

Because these are capital items, and these activities are funded from water charges, there is no rating impact of these changes. There is also no loan funding changes as sufficient cash surpluses exist to cover these additional costs.

2. Adjust balances for Otorohanga lawn mowing contract

Given the awarding of the lawn mowing contract for Otorohanga was at a lower rate than was budgeted for, as well as the addition of mowing around the reservoirs, some minor changes are required

- Add \$850 to Otorohanga Water Supply to cover the annual cost of mowing around the reservoirs
- Remove \$30,000 from the Otorohanga Parks and Reserves to reflect more accurate costs per the contract.

As these costs are operational in nature, they have an impact on the rate increases for the 2017 / 2018 financial year. The impact of these changes on the overall rates is (Draft Annual Plan figures in brackets)

• Otorohanga Rural	1.99%	(2.33%)
• Otorohanga Community	3.14%	(3.26%)
• Kawhia Community	3.79%	(3.98%)
• Overall Rates Increase	2.48%	(2.75%)

Councillor Pilkington queried if these figures took into account the reduction of funding from the Otorohanga District Development Board.

The District Accountant informed members that this did reflect this reduction.

His Worship thanked the District Accountant for his work

**Resolved** that the Staff Submission be included in the Draft Annual Plan.

**MAYOR / CR PILKINGTON**

**ITEM 75 ANNUAL PLAN 2017- 2018**

The District Accountant informed members that the adoption of the Annual Plan can now be completed with the full consideration of the Annual Plan Submissions.

He said that a new copy of the Annual Plan can be reprinted for members if requested however, the changes are minimal.

**Resolved** that the Annual Plan 2017 -2018 be adopted.

**MAYOR / CR JOHNSON**

**ITEM 76 PROPOSED RATES RESOLUTION 2017 - 2018**

The District Accountant took members through the Proposed Rates Resolution for the 2017 – 2018 year.

The District Accountant referred to changes on Page 9 of the Rates Resolution in the wording under point.

- 6 Targeted Rates – Roading .
- 2 Targeted rates should read
- 'All rating units within the Otorohanga District'.

Councillor Pilkington queried why the Kawhia Community Centre was not seen in this document.

The District Accountant informed Members that there is not a specific rate and this comes from the Kawhia Community Rate.

Councillor Williams asked about contiguous properties and why uniform charges were rated as contiguous so only paying only one UACG and one Roading charge.

The District Accountant undertook to investigate this and report back to Council at the next meeting.

His Worship queried if the \$386 rate per water user will reduce with the installation of water meters.

The Chief Executive informed members that the charge will be reduced and that this will remain until the transition to the user pay system is implemented.

**Resolved** that the Otorohanga District Council sets the following rates under the Local Government (Rating) Act 2002, on rating units in the district for the financial year commencing 1 July 2017 and ending on 30 June 2018.

All rates and amounts are plus GST at the prevailing rate. (The prevailing rate is currently 15%)

**1. OTOROHANGA DISTRICT**

a. General Rate

A General Rate set under section 13 of the Local Government (Rating) Act 2002 of 0.0006476 cents in the dollar on the capital value of all rating units.

b. Uniform Annual General Charge

A Uniform Annual General Charge of \$371.21 per rating unit, set under section 15 of the Local Government (Rating) Act 2002.

**2. OTOROHANGA RURAL**

a. Rural Targeted Rate

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of 0.0000405 cents in the dollar on the capital value of all rating units within the Otorohanga District with the exception of the Otorohanga Community and Kawhia Community areas.

b. Separate Uniform Targeted Rate

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of \$135.74 per rating unit on all rating units within the Otorohanga District with the exception of the Otorohanga and Kawhia Community areas.

**3. OTOROHANGA COMMUNITY**

a. Otorohanga Community Targeted Rate

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 on every rating unit within the Otorohanga Community area, assessed on a differential basis as described below:

- i. a rate of 0.0009796 cents in the dollar of capital value on every rating unit in the "commercial" category.
- ii. a rate of 0.0003918 cents in the dollar of capital value on every rating unit in the "residential" category.

b. Otorohanga Community Uniform Targeted Rate

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of \$188.41 per rating unit on all rating units within the Otorohanga Community area

**4. KAWHIA COMMUNITY**

a. Kawhia Community Targeted Rate

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of 0.0004637 cents in the dollar of capital value on all rating units within the Kawhia Community area.

b. Kawhia Community Uniform Targeted Rate

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of \$90.96 per rating unit on all rating units within the Kawhia Community area

**5. TARGETED LOAN RATES**

a. Otorohanga Sewage Treatment Loan Rate

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 on every rating unit within the Otorohanga Community area, assessed on a differential basis as described below:

- i. a rate of 0.0004596 cents in the dollar of capital value on every rating unit in the "commercial" category.
- ii. a rate of 0.0001838 cents in the dollar of capital value on every rating unit in the "residential" category.

b. Otorohanga Water Supply Loan Rate

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 on every rating unit within the Otorohanga Community area, assessed on a differential basis as described below:

- i. a rate of 0.0002508 cents in the dollar of capital value on every rating unit in the "commercial" category.
- ii. a rate of 0.0001003 cents in the dollar of capital value on every rating unit in the "residential" category.

c. Kawhia Water Supply

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of 0.0001365 cents in the dollar of capital value on all rating units within the Otorohanga District.

d. Arohena Rural Water Supply

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of 0.0001200 cents in the dollar of capital value on all rating units within the Arohena Rural Water Supply Area.

e. Aotea Erosion Protection

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of \$431.93 per rating unit on all rating units within the Aotea Community.

**6. TARGETED RATES**

a. Roothing

- i. A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 made of 0.0011124 cents in the dollar of capital value on all rating units within the Otorohanga District.
- ii. A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 made of \$326.51 per rating unit on all rating units within the Kawhia Community area

b. Security Patrol

- i. A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 made of 0.0004081 cents in the dollar of capital value on all rating units within the "Security Patrol Area" in the Otorohanga Community
- ii. A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 made of \$187.73 per rating unit on all rating units within the "Security Patrol Area" in the Otorohanga Community

c. Otorohanga CBD Development Rate

- i. A Targeted Rate of 0.0001246 cents in the dollar on the capital value of all rating units in the "commercial" category of the Otorohanga Community.
- ii. A Uniform Targeted Rate of \$152.99 per rating unit on each rating unit units in the "commercial" category of the Otorohanga Community.

d. Aotea Erosion Targeted Rate

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of \$90.20 per rating unit on all rating units within the Aotea Community.

e. District Halls

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 for all rating units within the defined hall areas as follows:

HALL SEPARATE RATING DISTRICT	RATE IN \$	RATING SYSTEM	UNIFORM ANNUAL CHARGE	
Arohena	0.0000050	capital value	\$45.00	Per rating unit
Kio Kio	0.000006	capital value	\$20.00	Per rating unit
Tokanui Crossroads	-		\$20.00	Per rating unit
Puketotara/ Ngutunui	0.000003	capital value	\$9.00	Per rating unit
Otewa	-		\$18.00	Per rating unit
Honikiwi	0.000013	capital value	-	

## **7. TARGETED REFUSE RATES**

### **Otorohanga Community**

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of \$107.01 per separately used or inhabited part on all rating units within the Otorohanga Refuse Collection Area.

### **Kawhia Community**

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of \$235.50 in respect of each separately used or inhabited part of a rating unit in the Kawhia Refuse Collection Area.

## **8. TARGETED WATER RATES**

### **Otorohanga Community**

- a. A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of \$386.52 on every separately used or inhabited part of a rating unit within the Otorohanga Community which receives an ordinary supply of water from the Otorohanga Community Water Supply.
- b. A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of \$625.00 on every separately used or inhabited part of a rating unit located outside the Otorohanga Community which receives an ordinary supply of water from the Otorohanga Community Water Supply.

### **Kawhia Community**

- c. A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of \$478.81 on every separately used or inhabited part of a rating unit, which receives an ordinary supply of water within the Kawhia Community.

## **9. TARGETED SEWERAGE RATES**

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of \$308.98 for the first water closet or urinal and \$0 for the second to fourth, \$44.44 for subsequent closets or urinals, on every separately used or inhabited part of a rating unit connected, either directly or through a private drain to the Otorohanga Community Sewerage Scheme.

## **10. TARGETED RATES FOR EXTRAORDINARY WATER SUPPLY**

### **Otorohanga Community**

- a. A targeted rate for water supply, set under section 19 of the Local Government (Rating) Act 2002, of \$0.60 cents per cubic metre of water consumed in excess of 220 cubic metres, for each rateable rating unit within the Otorohanga Community on a metered supply.
- b. A targeted rate for water supply, set under section 19 of the Local Government (Rating) Act 2002, of \$0.73 cents per cubic metre of water consumed for each non-rateable separate rating unit within the Otorohanga Community with a minimum charge of \$178.25 per annum.
- c. A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of \$178.25 on every non-rateable separate rating unit located inside the Otorohanga Community which receives a supply of water from the Otorohanga Community Water Supply.
- d. A targeted rate for water supply, set under section 19 of the Local Government (Rating) Act 2002, of \$0.73 cents per cubic metre of water consumed for each separate rating unit whether rateable or non-rateable outside the Otorohanga Community on a metered supply.
- e. A targeted rate for water supply, set under section 16 of the Local Government (Rating) Act 2002, of \$102.22 per meter for each separate rating unit whether rateable or non-rateable receiving an extraordinary supply from the Otorohanga Community Water Supply.

Kawhia Community

- a. A targeted rate for water supply, set under section 19 of the Local Government (Rating) Act 2002, of \$1.13 cents per cubic metre of water consumed in excess of 220 cubic metres, for each rating unit, whether rateable or non-rateable, within the Kawhia Community on a metered supply.
- b. A targeted rate for water supply, set under section 19 of the Local Government (Rating) Act 2002, of \$1.35 cents per cubic metre of water consumed in excess of 220 cubic metres, for each rating unit, whether rateable or non-rateable, outside the Kawhia Community on a metered supply, with a minimum charge of \$401.92.
- c. A targeted rate for water supply, set under section 16 of the Local Government (Rating) Act 2002, of \$102.22 per meter for each separate rating unit whether rateable or non-rateable receiving an extraordinary supply from the Kawhia Community Water Supply.
- d. A targeted rate for water supply, set under section 19 of the Local Government (Rating) Act 2002, of \$10.42 cents per cubic metre of water consumed between the period of 20 December 2016 and 20 February 2017, for each rating unit meeting the Peak Season Metered Water Charges criteria, within the Kawhia Community on a metered supply.

**11. RURAL WATER SUPPLIES**

- a. A targeted rate for water supply, set under section 19 of the Local Government (Rating) Act 2002, of \$0.46 cents per cubic metre of water consumed, whether rateable or non-rateable, within the Arohena Rural Water Supply Area.
- b. A targeted rate for water supply, set under section 16 of the Local Government (Rating) Act 2002, of \$377.78 per meter within the Arohena Rural Water Supply Area.
- c. A targeted rate for water supply, set under section 19 of the Local Government (Rating) Act 2002, of \$0.43 cents per cubic metre of water consumed, whether rateable or non-rateable, within the Ranginui Rural Water Supply Area.
- d. A targeted rate for water supply, set under section 16 of the Local Government (Rating) Act 2002, of \$1,800.00 for the first meter per property within the Ranginui Rural Water Supply Area.
- e. A targeted rate for water supply, set under section 19 of the Local Government (Rating) Act 2002, of \$0.91 cents per cubic metre of water consumed, whether rateable or non-rateable, within the Tihiroa Rural Water Supply Area.
- f. A targeted rate for water supply, set under section 16 of the Local Government (Rating) Act 2002, of \$400.00 per meter within the Tihiroa Rural Water Supply Area.
- g. A targeted rate for water supply, set under section 19 of the Local Government (Rating) Act 2002, of \$0.56 cents per cubic metre of water consumed, whether rateable or non-rateable, within the Waipa Rural Water Supply Area.
- h. A targeted rate for water supply, set under section 16 of the Local Government (Rating) Act 2002, of \$130.00 per meter within the Waipa Rural Water Supply Area

**That** the Council adopt the definitions for its differential categories set out in the funding impact statement contained in the 2017/18 Annual Plan as its differential rating categories for the year.

**That** with the exception of water by meter charges, all rates will be payable in two equal instalments with the due dates for payment being:

Instalment One	25 August 2017
Instalment Two	26 January 2018

**That** water by meter charges will be payable in two instalments with the due dates for payment being:

Instalment One	25 August 2017
Instalment Two	26 January 2018

**That** the Council apply the following penalties as follows:

- a. A charge of 10 percent on so much of any instalment, excluding metered water charges, that has been assessed after 1 July 2017 and which is unpaid after the due dates below:

Instalment One	25 August 2017
Instalment Two	26 January 2018

- b. A charge of 5 percent on so much of any metered water charges instalment that has been assessed after 1 July 2017 and which is unpaid after the due dates below:

Instalment One	25 August 2017
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- c. A charge of 10 percent on so much of any rates, excluding metered water charges, assessed before 1 July 2017 that remain unpaid on 1 July 2017
- d. A further amount of 10 percent on any rates, excluding metered water charges, to which a penalty has been added under (c) if rates remain unpaid on 5 January 2018.

**That** rates shall be payable at any of the following places:

- a. The council offices, 17 Maniapoto Street, Otorohanga  
Using online banking or direct debit facilities established by the Council

### **CR PILKINGTON / CR PHILLIPS**

#### **ITEM 77 DRAFT MANAGEMENT ACCOUNTS FOR THE PERIOD ENDING 30 APRIL 2017**

The District Accountant took members through the Draft Management Accounts for the period ending 30 April 2017.

The Engineering Manager informed members that the difference in NZTA income consists of \$813,000 due to not spending as much of the allocated budget in the current year as first forecast.

The District Accountant informed members that over \$300,000 of overall income variance was due to timing of water meter reading. The year to date figures is 10/12 of the budget, but only 50% have been invoiced.

The Engineering Manager said that there may also be an under recovery on water in this period due to weather and other issues.

The Chief Executive stated that operating expenditure is below that forecast and budgeted in the Annual Plan.

Councillor Phillips queried if there are any carryovers that are scheduled.

The Engineering Manager replied that the street LED lights & Honikiwi Road still need to go out to tender.

Councillor Pilkington queried if there was a need to carry over NZTA funding as it is still within the 3 year block period.

The District Accountant responded for budget purposes this carry over needs to happen.

The Engineering Manager informed members that in regards to reseals, work has been finished for the year but only half of the budget has been spent, the balance has been used for other works, so expenditure will balance out in broad terms.

He further informed members that the overall picture is positive and a large effort has been undertaken focusing on where money is best spent and for what purpose rather than just spending for the sake of using the allocated amount.

Councillor McConnell queried what the term 'minor events' means and what is considered under this term.

Councillor Pilkington informed members that her understanding of 'minor events' was for things such as storms and emergency remedial work needing to be undertaken.

The Engineering Manager informed members that that is indeed what the purpose of this term.

The Chief Executive stated that Council is in a very good financial position.

His Worship thanked the Finance staff for their hard work.

**Resolved** that the Draft Management Accounts for the period ended 30 April 2017 be received.

### **CR JOHNSON / CR PHILLIPS**

**ITEM 78                   DISTRICT BUILDING CONTROL REPORT FOR JANUARY TO MARCH 2017**

The Environmental Services Manager took members through the District Building Control Report for the period January to March 2017. He informed members that all numbers and indicators are up on those previously forecast.

The Environmental Services Manager informed members that an Accreditation Audit is to take place shortly.

His Worship queried how well the Building Department is going in relation to staffing with the increased workloads placed upon them.

The Environmental Services Manager informed members that a staff initiative needs to be put in place especially considering the additional work about to be undertaken with projects like the Waikeria Prison expansion. He informed members that there will be a need to hire additional staff.

The Environmental Services Manager informed members that the previous peak of building activity was around 2006 – 2007 where approvals were worth approximately 4.5 million dollars of building work per month and current forecast and trends are showing that the Otorohanga District is again heading towards such elevated activity levels.

**Resolved** that the Building Control report for the period January to March 2017 be received

**MAYOR / CR WILLIAMS**

**ITEM 79                   CREATIVE COMMUNITIES**

His Worship requested that the item be taken as read. He stated that all available funds have been allocated and a lot of Community members and groups will benefit from this.

**Resolved** that the Notes of the Creative Communities Assessment Committee held at Council on Wednesday 7 June 2017 be received.

**MAYOR / CR PILKINGTON**

**ITEM 80                   CIVIL DEFENCE EMERGENCY PLANNING REPORT FOR JANUARY TO MARCH 2017**

The Environmental Services Manager informed members that Tsunami Awareness meetings have been completed and were very successful. Tsunami signs have arrived and will be erected along the coast.

Councillor Pilkington asked if there was a good response to those meetings

The Environmental Services Manager responded that there was a good representation of the Community at these meetings.

He informed members that there are likely to be serious changes to how Civil Defence will be handled in the future and that currently the Minister is conducting a review.

His Worship queried whether this was a regional issue or if the need for the review came from higher up.

The Environmental Services Manager informed members that it was felt that the scope of Local Government involvement was very wide and they are looking at moving some of this functionality back to the professional service providers leaving Council to focus on recovery and reducing risk.

His Worship informed members that at the recent Rural and Provincial meeting issues were raised around communication and the processes of involving situations to Central Government and the trigger points at which this happens and that it will be interesting to see what the impact of this will be.

Councillor Pilkington stated that the presentation at the Rural and Provincial sector meeting focused importance on the stress that a controller gets under during an event and that the escalation of the event and declaration of a Civil Defence emergency must happen in a clear and concise way.

The Environmental Services Manager stated that it is hard to resource for an event that may never happen and then there are people co-opted into the roles out of a sense of duty to the community but the professional buy in is not all that strong. There is increased risk and liability on those people carrying out these roles for which there is no real recognition or reward.

Councillor Phillips asked the Environmental Services Manager what his feeling was on this issue

In reply, the Environmental Services Manager stated that he believes serious review is needed of the control function role and how this relates to risk and liability.

The Environmental Services Manager stated that even though there is a steady occurrence of natural events across the nation, for multiple communities to be majorly effected is a rare occurrence. Each natural disaster is different and the learnings from each give a chance to improve management of future events.

**Resolved** that the Civil Defence Emergency Planning report from Andrew Loe, Local Civil Defence Controller and Martin Berryman, Emergency Management Operations Manager be received for the period 1 January 2017 to 31 March 2017.

### **CR JOHNSON / CR WILLIAMS**

#### **ITEM 81 ODC MATTERS REFERRED FROM 16 MAY 2017**

The Chief Executive took members through Matters Referred.

#### **COUNCIL 21 March 2017**

- i) To consider options for Council representation on the Waikato District Health Board Consumer Council Group, at the appropriate time.

No progress has been made with this.

His Worship informed members that this is being worked on at a National level.

#### **ENVIRONMENTAL SERVICES MANAGER 18 April 2017**

- i) To provide members with a summary of the key provisions within the District Plan in particular to: Subdivisions, Countryside living zone and rural housing.

A report will be released to Councillors once all of the key provisions and data is compiled.

#### **GENERAL**

#### **FRESHWATER SYMPOSIUM**

The Engineering Manager informed members of his attendance at the Freshwater Symposium held in Wellington recently. He advised that there were three main issues of focus being Havelock North, limits on water takes and Healthy Rivers.

His Worship informed members that he also attended this meeting and that there is a growing trend in the way Councils will be able to take water in the future. He said it is likely that UV treatment may become a blanket requirement for all Councils.

The Engineering Manager said that Ultra Violet Treatment deals with protozoa and the use of Chlorine treats bacteria. Currently there is no UV treatment at the Otorohanga Water Plant but there is UV treatment active on the Kawhia water system.

Councillor Phillips queried what the likely indicated cost would be to the Otorohanga District.

The Engineering manager stated that it is dependent on a number of factors however, the water quality has to be at a state where the UV lighting will make a difference but that the cost would be considerable.

He said currently, compliance was gained from the Waipa River from samples regularly taken.

His Worship said that the biggest thing that he got out of the conference was that a lot of Councils around the Country are still using water treatment as a political issue and that in his view water is not a political issue and needs to be treated for the good of the health of the people.

The health and wellbeing of the people of the Community outweigh any other applied value.

## **LONG TERM PLAN**

The Finance and Administration Manager informed members that the next Long Term Plan cycle is about to begin and that this is a big project that forms part of an accumulation of many policies and changes. He said a series of workshops will need to take place in the coming months and that this is now an appropriate time to identify many issues and review key factors going forward.

His Worship queried if the Workshops will include Community Board Members.

The Finance and Administration Manager stated that yes the process would and combined workshops or individual meetings could take place, whatever is most appropriate at the time.

## **WAIKATO PLAN**

His Worship attended a Waikato Plan meeting on 19<sup>th</sup> June 2017 and was informed as to the process behind the implementation stage and leadership group.

His Worship expressed the opinion that he was unsure of the benefits to smaller Districts and Councils with a number of observers from other external Councils observing the meetings.

His Worship informed members that the Regional Plan framework that was developed had been done so to show that collaboratively there is a pathway forward with different Councils working together.

## **ITEM 82 - POTENTIAL RESERVE STATUS CHANGES**

The Chief Executive took members through the report covering the Potential Reserve Status Change and informed members that there have been a number of issues with the CBD site initially proposed for the location of the new Otorohanga Medical Centre.

He informed members that Council currently owns little suitable unrestricted freehold land in the community, but it does own significant areas of land classified as reserves, and there is potential for some amendments of these classifications that might provide a site suitable for the new Medical Centre.

The most feasible such option identified thus far is to create a site off Kakamutu Road between the St John Ambulance Building and the Girl Guides Hall.

A primary requirement for the Medical Centre to be placed here would be for the existing classification of the land as Recreation Reserve to be revoked, as such a use of this type of reserve would not be consistent with the provisions of the Reserves Act 1974.

It is also arguable that the main existing uses of the 5800 square metre area of Recreation Reserve land on the western side of Kakamutu Road opposite the Otorohanga Domain - notably the presence of the Otorohanga Museum and the former Pipe Band Hall (currently leased to the Otorohanga Parents Centre) – are already inconsistent with the intended use of Recreation Reserve land.

He further informed members that the relatively small size of this area, the presence of numerous buildings and the irregular land contours (there is a large depression running through the centre of it) means it has relatively little potential for the type of uses for physical recreation or outdoor enjoyment that are intended to be made of Recreation Reserves.

The Chief Executive said that revoking the status of Recreation Reserve land is not straightforward, as such land is intended to be available for the community, and a general principle is that if this status of an area is to be revoked, that a new reserve area of comparable benefit to the community would be created elsewhere.

He suggested that an alternative location where a new area of Recreation Reserve could in this case be created is the site of the former Otorohanga landfill, off Waipa Esplanade.

An initial inspection of relevant provisions of the Reserves Act has not suggested that there is likely to be any substantial barriers to such changes of reserve classification, though there are a number of administrative steps that must be completed, which would take some time.

The other main requirements for development of the Kakamutu Road site for the Medical Centre would be filling of the depression that currently exists behind the buildings, and the relocation of the former Pipe Band Hall.

A simple solution to the filling need appears to be excavating the site of the former World War II Memorial Park (by the swimming pool complex) to create a new flat area at the same level as the existing pool complex car park.

The Chief Executive stated that the Otorohanga Community Board is comfortable with this proposal however the onus is on Council to make the recommendation as the governing body.

Councillor Johnson asked who ultimately would decide where the new Medical Centre goes.

The Chief Executive replied that the Charitable Trust would make the final decision on the location and that any monies generated from the rental of this facility would be filtered back into the Community by the Otorohanga Charitable Trust.

Councillor McConnell queried if there is potential for the old WW2 site to be used for other purpose such as residential.

The Chief Executive stated that it is worth asking but there would need to be a subdivision conducted on the WW2 section of land and would require further work.

He said, when previously looking at this site previously there is an issue with access to this site and would require another entrance way off Kakamutu road. He would include this as an option.

Councillor McConnell said that this could cause issues if the reserve classification was lifted, would this cause issues for those who have previously expressed interest in the Girl Guides Hall.

The Chief Executive replied that yes this would need to be considered.

Councillor McConnell queried what the parking utilisation would be for those who currently use the area.

The Chief Executive stated that it would be ideal if both the St John and Medical Centre parking could be combined together in addition to the on street parking.

**Resolved** that exploration is conducted of a potential revocation of Recreation Reserve status for a 5800 square metre area off Kakamutu Road opposite the Otorohanga Domain, and the classification of a new Recreation Reserve off Waipa Esplanade.

## **MAYOR / CR PILKINGTON**

### **RURAL AND PROVINCIAL**

Councillor Pilkington informed members that she attended Rural and Provincial Sector Meetings in Wellington and that some of the topics covered were tourism funding, Local Government share of infrastructure and freedom camping.

Councillor Pilkington said the water issues included on the agenda were big and complex and will be major in the next decade, will take time, incremental and intergenerational.

### **BIRTHDAY CELEBRATIONS**

Councillor Pilkington reported that she attended the 80<sup>th</sup> birthday celebrations of an employee at Beattie Home and said how inspirational and what a role model Shirley Kearns is to the Otorohanga Community.

### **OTOROHANGA DISTRICT DEVELOPMENT BOARD**

Councillor Pilkington informed members that new members have been welcomed onto the Otorohanga District Development Board

These members are, Mr Duncan Coull, Mr Alan Rutherford and Mr Derek Wooster.

### **WEST COAST ZONE**

Councillor Pilkington informed members that the West Coast Zone Chair has vacated the seat and she wished to acknowledge his commitment to the broader communities he represented.

### **KAWEWA BLOCK TRUSTEE MEETING**

Councillor Pilkington reported on her attendance at a recent Kawewa Block Trustee Meeting and said it was very informative and great to spend time with those present. She said a number of questions were asked and that she would seek answers and report back to the Trustees at a later date.

### **BEATTIE HOME**

Councillor Johnson reported that the Beattie Home has been having issues with the internal WIFI systems receiving interference from the Public WiFi System. He said that he has spoken with Council's IT Manager in regards to this matter and that it has already cost Beattie Home \$1000 to rectify the issue.

Councillor Johnson informed members that in line with the current budget, it is projected that there will be a loss of some \$45,000 partly associated with the caregivers wage increase. The total effect of these changes will be in the vicinity of \$100K.

To assist with covering the increase in wages, the weekly room charges will need to be raised by \$90 per week.

#### **OTOROHANGA CHARITABLE TRUST AGM**

Councillor Johnson reported that the Annual General Meeting of the Otorohanga Charitable Trust has taken place and that all Trustees will remain the same.

#### **DISTRICT LICENCING COMMITTEE**

Councillor Johnson informed members that the District Licencing Committee held a group meeting recently in Hamilton. He found this meeting to be of great value with topics such as review of case law, appeals and other points of concern being raised. It was a good opportunity to share and learn.

#### **OTOROHANGA WALKING TRACK**

Councillor Johnson referred to Rosemary Davidson and her vision for the installation of a walking track along the Waipa River. He requested that this be placed on Matters Referred.

#### **COUNCILLOR PROFILES – OTOROHANGA DISTRICT COUNCIL WEBSITE**

Councillor Phillips informed members that there was an issue in relation to Councillors profiles not displaying correctly on the Otorohanga District Council Website however, recently this has been fixed.

#### **LIGHTING SYSTEMS**

Councillor Phillips said that lighting opposite the Cemetery and near Phillips Avenue tends to be intermittent and that there are often issues with these as they appear to be on a different circuit to other parts of town.

He suggested that if all light poles were numbered, it would provide a much easier way to identify and correct any issues.

Councillor Williams informed members that a staff member from The Lines Company drives the streets on a regular basis in the evenings checking for any issues.

Councillor Johnson asked if the LED lights along Main North Road are to light up the roadway or the footpath.

The Engineering Manager replied that this lighting is primarily for the road, not the footpath.

Councillor Johnson said that the LED lights on Kakamutu road were well away from the footpath and this causes visual issues.

The Chief Executive stated that there are indeed places where it is extremely dark however, there are additional lights to be installed in the future.

#### **KAKA RELEASE**

Councillor Williams informed members that Kaka Birds are being released at the very end of Grey Road.

#### **STEAMFEST**

Councillor McConnell conveyed a message on behalf of Councillor Christison who is currently overseas to pass on congratulations to Mr Leigh Peglar and Day Dowd for such a great initiative.

#### **EMERGENCY SERVICES FUNDRAISING INITIATIVE**

Councillor McConnell also informed members of a programme to support our Fire Services with the assistance of Danz Bags and our Community and how very important it is that as a Community we get behind our Emergency Service workers.

#### **LICENCING REVIEW**

Councillor McConnell informed members that after the recent Licencing review, there were a number of disappointed residents and comments made by members of the community.

His Worship said that he had also received expressions of disappointment from members of the community however, he informed the caller that robust discussion had taken place.

#### **HAPPY VALLEY MILK**

The Environmental Services Manager informed members that a change of landscape design has taken place and this was referred to review.

There is considerable discussion taking place from the review committee and the old design stack has not been changed. Council consultant will need to review the new landscaping design before proceeding further.

**OTEWA ROAD ACCESS ISSUE**

The Engineering Manager informed members that no final resolution has been reached however a number of separate groups need to be considered.

He said that relationships with Council and some of these members have been strengthened however, there is a long road forward and there is no resolution.

The short term issue has been rectified without Council intervention.

**OTOROHANGA TIMBER COMPANY**

The Environmental Services Manager informed members that the Otorohanga Timber Company has taken over most of the buildings on the bypass including the lease for ITM. Vehicular traffic will enter limestone drive; pass through Kiwirail leased land and exit in the circuit..

The Environmental Services Manager said he will arrange a tour for councillors in the future.

The meeting was closed at 12.21pm.