



Otorohanga District Council

MINUTES

21 March 2017

11.32am

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: Colin Tutty (Governance Supervisor)

OTOROHANGA DISTRICT COUNCIL

21 March 2017

MINUTES

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PRESENT

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

IN ATTENDANCE

Messrs DC Clibbery (Chief Executive), G Bunn (Finance and Administration Manager), R Brady (Engineering Manager), B O'Callaghan (District Accountant), C Tutty (Governance Supervisor), D Dowd (Executive Assistant)

His Worship declared the meeting open and welcomed those present. He said it is a privilege for Council to be invited to hold its meeting on the Marae. His Worship advised that this will be an experience for both Councillors and Staff to hear words of wisdom from the local Iwi. It is a journey he hopes everyone will benefit from.

OPENING PRAYER

Councillor Pilkington read the Opening Prayer.

ITEMS TO BE CONSIDERED IN GENERAL BUSINESS

The Chief Executive reported he has a report on the possible donation of the Council owned Water Tanker to the Otorohanga Volunteer Fire Brigade, which he would like members to consider in General Business.

Resolved that the Chief Executives Report on the proposal that the Council owned Water Tanker used for Rural Fire Purposes be donated to the Otorohanga Volunteer Fire Brigade, which may require a resolution.

His Worship / Cr Phillips.

CONFIRMATION OF MINUTES – Otorohanga District Council – 21 February 2017

Resolved that the minutes of the meeting of the Otorohanga District Council held on 21 February 2017, as amended, be approved as a true and correct record of that meeting.

Cr Williams/ Cr McConnell

MATTERS ARISING

Councillor Pilkington reported that the Otorohanga Business Association is very proactive and suggested to Councillor Klos that she make contact with the President of the Association with a view to having a discussion on how many local businesses have websites available.

Councillor Phillips referred to the matter of three dead trees on the Pony Club area on Otewa Road and asked whether these have been investigated.

The Engineering Manager replied he is aware that staff have looked at the trees concerned.

Councillor Johnson referred to page 12, Healthy Rivers and suggested that the word "something" be amended to read "submission".

The Governance Supervisor referred members to the top of page 11, the second paragraph and advised that the incorrect spelling of storage has been corrected and the eight words at the end of the sentence deleted.

Councillor Christison referred to page 2 and the re-impounding of offending dogs and said she had asked whether the impounding fee was increased each time the same dog was impounded.

Councillor Christison was advised that this matter can be considered when Council undertakes a review of its fees and charges.

CONFIRMATION OF MINUTES – Otorohanga Community Board – 23 February 2017

Resolved that the minutes of the meeting of the Otorohanga Community Board held on 23 February 2017, as circulated, be received.

Cr McConnell / Cr Christison

MATTERS ARISING

Councillor Pilkington referred to page 3 and asked whether Council's leases are being renegotiated so they align with Council's agreement with the Waikato Regional Council.

The Engineering Manager replied that this matter is to be discussed.

Councillor Phillips asked if it was correct that Council's agreements are not aligned with that of the Regional Council.

The Chief Executive replied he understood they are aligned.

The Engineering Manager informed members that the issues of grazing the stop banks and the installation of a footpath on top of the stop banks are to be considered by the Board.

CONFIRMATION OF MINUTES – Kawhia Community Board – 17 February 2017

Resolved that the minutes of the meeting of the Kawhia Community Board held on 17 February 2017, as circulated, be received.

Cr Pilkington/His Worship

MATTERS ARISING

Councillor Pilkington referred to the possible installation of a high quality CCTV in Kawhia and queried whether the cost of \$30,000 detailed in the minutes is correct.

The Chief Executive replied that the figure is correct, but if members felt that lower quotes were available those members could investigate the matter further.

Councillor Pilkington extended her thanks to staff for the extra parking spaces provided in Tainui Street, Kawhia.

Councillor Pilkington referred to page 5, in particular paragraph 4 and requested the spelling of the word "Hauturu" be corrected.

PUBLIC FORUM

Iwi representative Pera McDonald referred to a young man from Adelaide Australia who is a Youth Councillor on the Holdfast Bay Council.

She introduced Zel Whiting who has the desire to learn the Maori Language and to take office as a Local Government Elected Member when of age.

Zel replied firstly in Maori and then in English informing members that he is lucky to have the opportunity to visit New Zealand. It is the seventh country he has visited and has found the people of New Zealand to be very caring and the scenery beautiful. Zel then outlined various areas he had visited in New Zealand, especially those within the Otorohanga District.

He then reported as part of the Youth representatives at Holdfast Bay Council, that the aim of the younger generation on Council within Australia is to create a better place.

He thanked the Councillors and Iwi for hosting him.

His Worship thanked Zel for his presentation and said he is a credit to himself and his mother. He said he is a very lucky and fortunate young man.

ONEPU CHARITABLE TRUST

Councillor Pilkington referred to the resolution of the Kawhia Community Board that it approve a grant of \$500 to the Onepu Charitable Trust in addition to the \$1500 annual grant, for the servicing of their two motorbikes. She said it also recommended to the Otorohanga District Council that it consider providing a further \$500 grant to the Trust, towards the servicing of the two motorbikes. Councillor Pilkington queried how this resolution is to be progressed.

It was agreed that this item be placed on the Agenda for the next meeting of Council and also on Matters Referred.

DECLARATION OF INTEREST

When asked by His Worship Members replied that they had no conflict of interest in matters to be discussed at today's meeting.

ITEM 45 HAMILTON AND WAIKATO TOURISM PRESENTATION – JULY TO DECEMBER 2016

The Chief Executive Officer of Hamilton and Waikato Tourism, Jason Dawson attended the meeting and made a presentation to Councillors on the work undertaken during the period 1 July – 31 December 2016. Mr Dawson informed members that the new Chairperson of Hamilton and Waikato Tourism is Annabelle Cotton.

Mr Dawson highlighted Hamilton and Waikato Tourism's seven performance targets for local government from 2016 -2017. These are -

1. Visitor nights
2. Visitor spend
3. Conventions and Business events
4. Visitor awareness and perceptions
5. Website; hamiltonwaikato.com
6. Industry Investment
7. Return on investment

He said Hamilton and Waikato Tourism and the sector have performed well in the previous six months being 1 July to 31 December 2016.

Mr Dawson referred to developing tourism activities in Otorohanga and advised that opportunities were grouped around such as West Coast journeys (including Kawhia), Agri tourism and Conservation.

Mr Dawson then referred to product enhancements where Hamilton and Waikato Tourism will take a supporting role in respect of the Otorohanga KiwiHouse Strategy , meetings with Mayor, Kiwiana Walkway, i Site and the Kiwiana Leisure Park.

His Worship raised some concern at the overloading of tourism activities that the District currently has.

Mr Dawson replied that he wishes to increase the value of these, not the volume. He said he has undertaken discussions with DOC regarding limiting access to natural reserves however at the moment these areas are free for all.

Councillor Klos referred to the Arohena DOC camping ground and reported that DOC has a very hands off approach to this. She said the matter is becoming out of hand and that the area could be destroyed if it is not maintained properly.

Councillor Pilkington referred to the Associations return on investment from HWT and queried whether a breakdown of figures per Council could be provided.

Mr Dawson replied that currently they are looking at a breakdown on "spend by product".

Councillor McConnell asked whether Hamilton and Waikato Tourism has provided any additional input in to promoting the Otorohanga Kiwi House.

Mr Dawson replied that it is identifying the Kiwi House as a possible opportunity for overseas investors. His Worship informed members that the Kiwi House is currently breaking all previous records.

Councillor Klos asked whether Hamilton and Waikato Tourism could monitor the numbers and routes of Campervans rented out in New Zealand.

Mr Dawson replied only the numbers out of Auckland are recorded. He said they are unable to track their journeys.

His Worship thanked Mr Dawson for his presentation.

Resolved that the presentation and report presented by the Chief Executive Officer of Hamilton and Waikato Tourism be received.

Cr Pilkington / Cr Phillips.

ITEM 44 HEALTH AND SAFETY REPORT – AUGUST 2016 TO FEBRUARY 2017

Council's Health and Safety advisor Robyn Kehoe attended the meeting and presented a report informing Councillors of Council's processes, status and recent actions in relation to issues of Health and Safety.

With regard to the Health and Safety representative committee Mrs. Kehoe advised that currently one representative from each of the Governance, Financial and the Building teams are being sought.

With regard to the LASS project, the Officer reported that in the near future Council will not engage a Contractor unless it has a Health and Safety pre-qualification. She said promotion of this is to be conducted with the hope that all those involved with Council will hold the required pre-qualification by 1 July 2017.

His Worship queried whether this would have the possibility of excluding small companies.

The Officer replied that there will be a scale of changes in place to alleviate this situation.

Councillor McConnell asked whether Council has a Drug and Alcohol testing provision in its staff employment procedures.

The Officer replied that none exists at the present time and that she has not been requested to investigate this provision.

The Chief Executive advised that Drug and Alcohol testing is not specified in Council's job application process however, it should have a provision to carry this out if required.

Resolved that the Health and Safety Officers report be received.

Cr Williams / Cr Klos

ITEM 43 DRAFT MANAGEMENT ACCOUNTS FOR THE PERIOD ENDING 31 DECEMBER 2016

The District Accountant took members through the Draft Management Accounts for the period ended 31 December 2016.

In presenting the Income Statement the District Accountant advised that overall there is a net surplus to the end of December 2016 of \$6.08 million, up on the year to date budget of \$5.79 million surplus.

In reply to Councillor Klos regarding Council Loans the District Accountant advised that most of these are on fixed term, the next loan being required to be repaid in December 2017. He said when a loan comes up for renewal Council staff give consideration to whether this is paid off or a further loan taken out.

The Finance and Administration Manager informed members that when a loan is uplifted Council has the option of fixed or floating interest rates.

Councillor Philips suggested that the item "Other Expenses" needs to be broken down further.

The District Accountant replied that this category consists of a number of small items however, a breakdown could be provided in some areas.

The Chief Executive commented that the overall picture of Council's accounts is very sound.

Discussion was held on the money donated to the Otorohanga Kiwi House and how this will be transferred within the Accounts as at 30 June 2017.

Councillor Pilkington queried why this transfer could not be carried out earlier rather than waiting until the end of the financial year.

His Worship thanked the District Accountant for the report and said he looks forward to the next six-month period when all adjustments will have been processed.

Resolved that the Draft Management Accounts for the period ended 30 December 2016 be received.

His Worship / Cr McConnell

ITEM 46 APPOINTMENT OF INDEPENDENT COMMISSIONER – OSTERN QUARRIES LIMITED

The Chief Executive referred members to the Environmental Services Managers report advising that Ostern Quarries Limited has lodged a land use consent application to operate and expand their existing Quarry on Otorohanga Road, State Highway 3 south of the Te Kawa Crossroads.

He said the Applicant has also lodged consent applications with the Waikato Regional Council for seven consents related to this activity. A combined hearing will be held in Otorohanga to consider these matters.

Councillor Phillips queried why Council is holding a hearing.

The Chief Executive replied that this is due to the scale of effects of the application and that there could be a danger of Council being accused of being biased should it make the decision.

His Worship and Councillor Pilkington both endorsed the requirement for an independent Commissioner.

Resolved that Pursuant to Section 34A of the Resource Management Act 1991 independent commissioner Phil Mitchell be appointed as the Hearing Commissioner for the purposes of hearing and making a decision on the resource consent application for Ostern Quarries Ltd as detailed in the report. This delegation includes hearing and considering the submissions lodged on the resource consent application and dealing with any procedural issues prior to delivering the decision on the resource consent.

His Worship / Cr Pilkington

ITEM 48 CIVIL DEFENCE PLANNING REPORT 1 OCTOBER TO 31 DECEMBER 2016

The Chief Executive referred members to the local Civil Defence Controllers report providing a quarterly update on the Civil Defence emergency management activity for the period 1 October to 31 December 2016.

He said this includes emergency management activities under the shared service agreement between Waipa, Otorohanga and Waitomo District Councils and activities of the Waikato Civil Defence Emergency Management Group including the Joint Committee.

Resolved that the Civil Defence emergency planning report from Andrew Loe (Local Civil Defence Controller) and Martin Berryman (Emergency Management Operations Manager) for the period 1 October 2016 to 31 December 2016 be received.

Cr Williams / Cr Phillips

Councillor Klos raised concern that Civil Defence is not focused on the geography of the District. She felt that the organisation should be more aware of where all the Districts people are living.

The Chief Executive advised that the Civil Defence organisation identifies risks but cannot necessarily provide solutions to all these risks.

His Worship reported that the focus of Civil Defence is to ensure the Districts people are looked after in an event. This comes down to providing a level of coordination between the relevant services.

ITEM 47 MATTERS REFERRED

Waikato District Health Board

Members were informed that Otorohanga Community Board member Peter Coventry will speak to this matter later in the meeting.

AWARDING OF ROAD MAINTENANCE CONTRACT C1025

The Engineering Manager circulated and presented a report prepared by Roding Manager Martin Gould on the awarding of Contract 1025 – District Roads Maintenance 2017 to 2020.

The Engineering Manager informed members that the successful tenderer, Services South East is well managed and successfully performing in Australia. He said the company wishes to establish a viable business footing within New Zealand. Apparently, the company is doing well in the Gisborne area however, it is not known locally.

The Engineering Manager acknowledged that the current contractor has carried out an excellent job however, he does not see any reason for not accepting the lowest conforming tender.

He said subject to performance, the initial contract will be for an initial three year period with potential for three further extensions of two years.

His Worship confirmed that Councils process in awarding the contract is very robust and transparent.

Councillor McConnell queried whether local people will be employed by the new company.

The Engineering Manager replied that he could not say, new people could be encouraged into the District.

The Chief Executive reported that Council sets the rules in its process of awarding these contracts, plays the game and therefore must accept the result.

Resolved that the Roding Managers report be accepted and that the Tender result is publically announced today following this meeting.

Mayor / Cr Pilkington

LUNCHEON ADJOURNMENT

Council adjourned for lunch at 1.27pm and resumed at 2.28pm.

DONATION OF RURAL FIRE TANKER

The Chief Executive presented the Principal Rural Fire Officer's report proposing that the Council owned water tanker used for Rural Fire purposes is donated to the Otorohanga Volunteer Fire Brigade.

Resolved that Council donates the Rural Fire Tanker registration number CKW397 to the Otorohanga Volunteer Fire Brigade as a contribution towards the acquisition of a new tanker to serve the local community, prior to the establishment of FENZ on 1 July 2017.

Cr McConnell / Cr Pilkington

The Chief Executive confirmed that Council will no longer be involved in the fighting of rural fires however, it could retain a role in the issue of fire permits.

PRESENTATION - WAIKATO DISTRICT HEALTH BOARD SUMMARY

Otorohanga Community Board member Peter Coventry updated members on his attendance at a meeting of the Waikato District Health Board on 21 January 2017 held in the Tuatara Room at the Otorohanga Kiwi House.

Mr Coventry informed members that Population Health is comprised of three arms relating to (1) regulatory concerns, (2) health improvement/promotion and (3) health intelligence facts and figures. He said last year Population Health was localised in the Hamilton area. Mr. Coventry reported that Population Health has apologised to failing in the consultation process, however reformatting has taken place behind closed doors, the results of which should be seen shortly.

Mr Coventry reported that the District Health Board is willing to work with Local Government on youth services and in the next quarter will focus on establishing Iwi relationships.

Mr Coventry reported that the issue of family violence is at an upper level however, will still be covered but not on an individual program level.

Mr Coventry informed members that a Consumer Council is to be established to assist in representation at the DHB level. He said the purpose of the Consumer Council will be to provide a consumer perspective and advice to the DHB at a strategic level. It will help to-

- 1) Ensure consumers and communities are involved in developing and improving health services that meet their needs and are people centred.
- 2) Build on existing feedback and engagement mechanisms and progress from listening and understanding the perspectives of the public, patients and caregivers, to partnership, collaboration and responsiveness.
- 3) Ensure an effective consumer voice at a governance level.
- 4) Support the strategic imperatives which include delivering people centred services and reducing inequity for high needs populations.

Mr Coventry reported that recruitment will be via an open Expression of Interest process.

MENTAL HEALTH

Mr Coventry advised that the model used for mental health is not ideal and does not work for everyone. He said it has been ascertained that the Henry Bennett Centre is not fit for purpose and therefore planning is underway to remedy this. He said it was agreed that the NGO contracts must be more flexible and not restrictive. Members were informed that mental health is not solely a health issue, it also encompasses social, financial and recreational matters.

Mr Coventry advised that in order to engage better with our Community it has been suggested to hold a "lets talk wellbeing" day. It is proposed that this is one way to meet the needs to engage and understand what is going on within the Community. He said this is focused more around wellbeing rather than mental illness.

His Worship thanked Mr Coventry for his presentation. He said there is still a number of questions to be asked however, it is hoped that by December 2017 "things" will be turned around.

Councillor Klos said her concern is whether the Otorohanga District is getting the appropriate mental health support it requires. She informed members of a Crisis Intervention Service where at a family member is registered, they will attend to any incident immediately.

Councillor Klos raised the following issues –

- 1) People who have mental health issues should be aware of the Crisis Intervention Service.
- 2) Some mental health services are delivered by GP's and the DHB – these should interface.
- 3) Council should have a representative on the Community Service Group.
- 4) Council needs to have someone who is able to report back on mental health issues.
- 5) Everyone has a right to have access to mental health services.

Mr Coventry confirmed that currently there is no representation on behalf of the rural community.

Resolved that the verbal report given by Mr P Coventry on the Waikato District Health Board services be received.

His Worship / Cr Klos

Members agreed that an item be placed on Matters Referred for Councillors to consider options for representation on the Community Service Group, at the appropriate time.

GENERAL

COUNCIL WEBSITE

Councillor Christison reported that Council's new Website looks good however, members faces are not shown well. She also expressed the opinion that the font could be bolder.

BEATTIE HOME TRUST

Councillor Johnson reported on his attendance at a meeting of the Beattie Home Trust held last week. He expressed thanks to Mr and Mrs Sol Nelson for their input. Mr Johnson referred to the effect the introduction of the minimum wage rate on the operation of the home.

Councillor Johnson reported that Beattie Home is running well with a 97%-98% occupancy. He said consideration needs to be given as to where the facility will be in five to ten years time.

Councillor Johnson reported that there are indications that demand for healthcare will rise in the future.

WAIPA CATCHMENT SUBCOMMITTEE MEETING

Councillor Johnson reported on his attendance at a recent meeting and advised that the Committee is currently focusing on four areas of work, these being –

- 1) Healthy Rivers
- 2) Waipa Restoration
- 3) Waipa Facilitation Feasibility Study
- 4) That the ODC Service Level Agreement has been signed off. It was acknowledged that this is working well.

BAYLEY ROAD QUARRY

Councillor Klos reported that the tyre storage at the Bayley road Quarry has come to the attention of the Regional Council.

His Worship advised that no further tyres can be taken into the quarry however, Central Government needs to find a resolution to this issue.

NOTIFICATION OF MAJOR EARTHWORKS

Councillor Klos queried whether farmers have the option to contact the Regional Council regarding major earthworks affecting their property. Councillor Klos referred in particular to culturally sensitive areas. She expressed the opinion that there should be some form of communication between the Regional Council and Local Authority when undertaking earthworks within the District.

The Chief Executive replied that at the present time these matters are complaint driven.

Councillor Klos requested a copy of Council's Healthy Rivers submission.

His Worship informed members that 1,000 submissions on this matter had been received with this Councils submission being presented very strongly.

EARTHQUAKES

Councillor Phillips reported on his recent visit to Christchurch and Kaikoura and the results of recent earthquakes. He said it is very interesting to note what has happened and to see the amount of work being undertaken in the affected areas.

Councillor Phillips informed members of a "snap-send-solve" software application which he said could be of benefit to Council. Councillor Phillips advised that this allows the local population to immediately notify

the appropriate organisation of any problems. Councillor Phillips advised that its current users have been most impressed with its results.

The Chief Executive replied that such software could be an enhancement and would be of particular advantage to larger Councils.

CIVIL DEFENCE

Councillor Williams reported on her recent attendance at a Civil Defence meeting and advised on the process for declaring an emergency.

Councillor Williams reported that emphasis is placed on preparedness in a Civil Defence emergency and it is up to this Council to undertake Civil Defence duties in its area. Councillor Williams reported that there is to be a new Act introduced which will cater for the gap between a full blown Civil Defence emergency and a back to normal situation.

It was agreed that Council confirm Councillor Williams appointment on the Civil Defence Committee.

ZONE 2 MEETING

Councillor Pilkington reported on her attendance at a Zone 2 meeting held in Hamilton on 2 March 2017. She said excellent speakers were in attendance with the following matters being considered:

- 1) Concept of taxing people, not property for Council income.
- 2) Better planning
- 3) Delineation of functions – Local Government to have wise spending. Local Government Minister respects Local Government autonomy.
- 4) \$100 million freshwater improvement fund. Question of whether this could be applied to the walkway along the Upper Waipa River.

WEST COAST ZONE COMMITTEE

Councillor Pilkington reported she attended a West Coast Zone Committee meeting held on 8 March 2017. She said discussion was held on the Regional Councils variation to the LTP in particular to a possible rate rise of 15+ percent.

OTOROHANGA DISTRICT DEVELOPMENT BOARD

Councillor Pilkington reported that the Chairperson and Treasurer of the Otorohanga District Development Board have been delegated to discuss the new service agreement with His Worship and Chief Executive.

SCOTTISH COMMUNITY

His Worship reported on his attendance at a Scottish “Thank You” social gathering held in the Council Chambers. He said this was a very enjoyable occasion.

NZ MOTOR CARAVAN ASSOCIATION PARK

His Worship reported on his attendance at the opening of the NZ Motor Caravan Association Park and commented on the large attendance there. He said the Association is very appreciative of the site provided.

MAYORS TASKFORCE FOR JOBS

His Worship introduced the Rangitahi representatives under the Tuia programme to Councillors. He said the concept is to promote leadership amongst Maori Youth. His Worship reported on a Wananga held at Taharoa where the Rangitahi talked amongst themselves openly. His Worship said he will be able to learn from these Rangitahi and hopefully they will learn from him also.

Zak Henry and Kaahureremoana Te Hemopereki Simon introduced themselves to the Councillors.

The meeting closed at 3.28pm.