



Otorohanga District Council

# MINUTES

18 July 2017

**OTOROHANGA DISTRICT COUNCIL**

18 July 2017

Minutes of an Ordinary meeting of the Otorohanga District Council held in the Council Chambers, Maniapoto St, Otorohanga on 18 July 2017 commencing at 10.02am.

**MINUTES**

Minutes are unconfirmed and subject to amendment at the next meeting of Council.

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## **PRESENT**

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

## **IN ATTENDANCE**

Messrs AR Loe (Acting Chief Executive), RH Brady (Engineering Manager), GD Bunn (Finance & Administration Manager) Brendan O'Callaghan (District Accountant), and CA Tutty (Governance Supervisor).

## **APOLOGY**

His Worship submitted an apology on behalf of Council's Chief Executive Mr D Clibbery.

His Worship declared the meeting open and welcomed back those Councillors who had been overseas recently.

## **OPENING PRAYER**

Cr Phillips read the Opening Prayer.

## **PASSING OF MR S PHILLIPS**

His Worship requested members to remain standing as a mark of respect to the late Mr S Phillips who passed away recently. He said Mr Phillips had contributed a lot to the community over many years.

## **CONFIRMATION OF MINUTES – Otorohanga District Council – 20 June 2017**

### **Resolved**

That the minutes of the meeting of the Otorohanga District Council held on 20 June 2017, as amended, be approved as a true and correct record of that meeting.

### **Cr Pilkington/Cr Johnson**

## **MATTERS ARISING**

Cr Pilkington referred members to page 6 of the minutes in particular "targeted rates, Roding", the second paragraph and requested the wording "Kawhia Community area" be amended to read "Otorohanga District area".

Cr Pilkington then referred to page 4, "adjust balances for Otorohanga Lawn Mowing Contract", the third paragraph and requested that this be amended to read "Cr Pilkington queried if these figures took into account the reduction of funding to the Otorohanga District Development Board."

Reference was then made to the final paragraph on page 4 where members agreed this be corrected to read "the Chief Executive informed members that the charge **will remain the same** until the transition to the user pay system is implemented."

Cr Williams referred to page 14 regarding the release of the Kokako birds and requested that the incorrect spelling of these birds be amended.

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Cr Pilkington referred members to page 13 “Kawewa Block Trustee meeting” and requested that the wording “kawewa” be corrected to read “Karewa”. She also referred to the final sentence in this paragraph and requested it be amended to read ....and had reported back to the Trustees at a later date.

## **CONFIRMATION OF MINUTES – Kawhia Community Board – 9 June 2017**

### **Resolved**

That the minutes of the meeting of the Kawhia Community Board held on 9 June 2017 be received.

### **Cr Pilkington/His Worship**

Cr Pilkington referred to page 1, the item on the Kawhia Cemetery Reserve in particular to the second paragraph, the final sentence and requested that word “employees” be amended to read “volunteers”.

## **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 declared.

## **SUBMISSIONS ON POTENTIAL MEDICAL CENTRE FUNDING**

His Worship read an email received from Dr Ross Marshall advising that he would be unable to attend today’s meeting due to work commitments in Whitianga. Dr Marshall referred to an email he had sent to His Worship and Councillors on 22 June to which he had received no response and a copy of his submission to all Councillors with only two acknowledgements from Cr Christison and Cr Pilkington. Dr Marshall considered the response from Councils representatives very poor.

Cr Johnson declared interest in this matter as he is currently a member of the Otorohanga Charitable Trust.

His Worship referred members to pages 6-8 of Dr Marshall’s submission, with the following comments made –

- Dr Marshall’s comment that all trustees are appointed by the Council and two of these can be employees of the Council is what the Trust deed states but in reality Council has not been involved in the selection of Trustees.
- The Community Trust has in practice been independent of Council and Council has not attempted to control or manipulate it to meet its own needs.
- Contrary to Dr Marshall’s comment His Worship left the meeting following the AGM of the Otorohanga District and Community Charitable Trust.
- The submission commented that Council by clearly stating it is expecting rental returns to cover the cost of its borrowing to fund a medical centre may put the Charitable status of the Trust at risk, but this is not the case. The Trust has checked the legality and transparency of this matter.
- It was confirmed that no Council staff are Trustees or members of the Trust.

Cr Klos expressed the opinion that Council should not be financially involved in the provision of a new medical centre. She suggested that a new separate Trust should be established for this purpose. Cr Klos reported that she had never meet Dr Marshall however she did agree with him on a number of matters. Cr Klos said it is a great idea to provide a facility which could be used as a Community medical centre however, this should be independent of Council. She said the donation received is a huge start for the proposal. Cr Klos said that Council could still give the proposal use of the Council land but there is no need for it to be involved any further. Cr Klos reported that she was involved in the running of a Health Trust for 20 years and that the Trust did not want a local Council to be involved other than being supportive. She said there needs to be an understanding of the numerous health issues. Cr Klos further advised that there needs to be a separate set of trustees and the purpose of the Trust defined and for it to be created to provide medical services to the Community. She said matters such as opening hours are very important to any community. Cr Klos said there is no need for Council to be involved in support. Cr Klos further reported that Doctors do not wish to “buy in” to medical centre businesses.

His Worship replied that Council would take no part in the governance of the medical centre business. He agreed that doctors would not want a financial interest in the business however, further donations may come forward towards the cost of the centre in the future.

Cr McConnell raised the point that Council is, at this point in time, considering the proposal in principle, not actually making a decision to proceed. Cr Klos queried why Council has to be involved at all in establishing such a facility. His Worship replied that Council is the best organisation to look at sites for the proposal.

#### **SUBMISSION – MR T HURLEY**

Cr Pilkington referred to the current operation of the existing medical centre, the lessees and lessors and reported that this is a matter between the two parties concerned – not Councils business.

With regard to the issue of a suitable site Cr Pilkington expressed the opinion that this issue is not one that can't be dealt with.

#### **Resolved**

That Council supports further exploration of the proposal to develop a new community-owned Medical Centre in Otorohanga, based upon an assumption that Council would be a substantial co-funder.

#### **Mayor/Cr Christison**

Cr Phillips said he agreed with Cr Klos in regards to the makeup of a specific Trust and that this needs to be looked at very carefully.

Cr Christison referred to the suggestion that contact be made with other Trusts and advised that this could form part of the exploration of the proposal.

The Acting Chief Executive advised members that the proposal needs to be firmed up more with additional information such as, costs and to identify other funding sources which will enable it to establish the amount of risk being taken on by Council. Cr Klos suggested that it would be appropriate to hold a public meeting on the proposal. Cr Johnson said that Council needs to be careful that it does not jeopardise the donation received. Cr Klos queried who would be undertaking the exploration. She said it looks like Council may take this lead. In reply to Cr

Phillips the Acting Chief Executive reported that a total timeframe to establish a new community medical centre could be up to 2 years.

## **AMENDED ANNUAL PLAN**

The District Accountant referred members to his report on the Amended Annual Plan.

The District Accountant reported that he had discovered an error in the reports related to rating. He said on further investigation this error was determined to have caused an inaccuracy in the calculation of rates for the 2017/18 financial year. His Worship advised that it has been very fortunate that the District Accountant picked up this error as it could have created an adverse chain of events. The Finance and Administration Manager advised that the matter was beyond staffs control and that answers have been sought from the external computer software provider. He said what has arisen with this Council could also involve other local authorities. Members were advised that the percentage of the rate increase across the District has not changed. The effect of the error will be in proportion to changes in the capital values of properties. In reply to Cr Pilkington the District Accountant outlined the action taken to ensure this error does not reoccur.

The District Accountant reported that Council will seek a reduction in the software providers annual fee to compensate for the error.

### **Resolved**

That –

- i) pages 50-54 of the Annual Plan 2017/18 be replaced with the amended pages 50-54 as attached at the end of the District Accountants report
- ii) the amended Annual Plan 2017/18 be adopted

## **Cr Pilkington/Cr Klos**

### **RATES RESOLUTION 2017/18**

The Finance and Administration Manager referred members to the proposed 2017/18 rates resolution.

### **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 0.0005564 cents in the dollar on the capital value of all rating units.

##### **b. Uniform Annual General Charge**

A Uniform Annual General Charge of \$370.56270 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 0.0000345 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 \$135.47867 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 0.0008540 cents in the dollar of capital value on every rating unit in the “commercial” category.
- ii. a rate of 0.0003416 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 \$188.26087 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 0.0004336 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 \$90.65553 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 0.0004053 cents in the dollar of capital value on every rating unit in the “commercial” category.
- ii. a rate of 0.0001621 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 0.0002218 cents in the dollar of capital value on every rating unit in the “commercial” category.
- ii. a rate of 0.0000887 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 0.0001304 cents in the dollar of capital value on all rating units within the Kawhia Community area.

### **d. Arohena Rural Water Supply**

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of 0.0000961 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 \$431.92960 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 0.0009554 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 \$325.93328 per rating unit on all rating units within the Otorohanga District.

### **b. Security Patrol**

- i. A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 made of 0.0003774 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 \$187.73235 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 \$152.98599 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 \$89.14276 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
Kio Kio	0.000006	capital value	\$20.00	Per rating
Tokanui Crossroads	-		\$20.00	Per rating
Puketotara/ Ngutunui	0.000003	capital value	\$9.00	Per rating
Otewa	-		\$18.00	Per rating
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 \$106.69721 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 \$235.50465 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 \$385.70115 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 \$416.50000 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 \$478.80562 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 \$308.05310 for the first water closet or urinal and \$0 for the second to fourth, \$44.44000 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. 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.
- b. 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.
- c. 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.
- d. 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

Instalment Two                    26 January 2018

- 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  
b. Using online banking or direct debit facilities established by the Council

### **Cr Phillips/Cr Williams**

#### **DELEGATION MANUAL UPDATE**

The District Accountant referred members to the updated Otorohanga District Council Delegations Manual and advised that this has been updated in the following way –

- i) Incorporate changes to the Building Act 2004 that took effect from 1 July 2017
- ii) Update the financial delegations section to include items not previously included, and to better align with best practice
- iii) Changes to job titles for some positions and addition of new roles
- iv) Minor formatting changes to improve readability

His Worship referred to page 21 of the manual in particular to stock underpasses and questioned the subsidies available. Cr Johnson advised that NZTA's subsidy is a fixed amount for this purpose. The Finance and Administration Manager reported that there is a cost sharing arrangement in place. Cr Phillips suggested that the ward member be deleted from the clause. The Acting Chief Executive replied that the ward member concerned does have local knowledge on any proposals received. His Worship suggested that this remain however, the matter has been flagged.

His Worship referred members to page 9 Functions and Duties of Community Boards and requested that swimming pools and medical centres be deleted. Reference was made to the Kawhia medical centre and members informed that this is 50% District funded and therefore should remain in the Manual. It was agreed that currently this matter sits with the Boards concerned.

Members were referred to page 28 Expenditure Delegations, in particular to Orders and Contracts greater than \$750,000 and advised that in the absence of the Mayor these should be jointly approved by the Chief Executive Officer and Deputy Mayor and another Councillor. Cr Pilkington expressed the opinion that the updated manual is a much more user friendly document.

### **Resolved**

That the updated Delegations Manual as presented to Council be adopted.

### **Cr Phillips/Cr Pilkington**

## **CONFIRMATION OF OPERATIONAL CRITERIA FOR OTOROHANGA POOL COMPLEX**

The Engineering Manager referred members to his report and advised that approval has been sought from Council for the criteria prior to the contract being put out for tender. He said he has worked through the submissions received on the current pool contract and possible improvements to create criteria that has been assessed as giving effect to the most reasonable and representative service requirements for the Community.

The Engineering Manager informed members that the proposed opening hours in respect to the outdoor pool will be increased by approximately 40% and increased by 10% in regards to the indoor pool. He said however, there will be a cost implication as with any improved level of service additional costs are incurred.

His Worship raised the matter of pool safety and the desire for this to be incorporated into the contract. The Engineering Manager replied it will be a requirement for the contractor to be a member of Pool Safe.

His Worship raised the matter of excessive water consumption and queried how this will be measured. The Engineering Manager replied that there is a meter fitted and that any water consumption over what could reasonably be expected will be charged to the contractor.

Cr Phillips expressed the opinion that the proposed opening hours will be an improvement. In regards to the cost of major maintenance work the Engineering Manager advised that the contractor will be responsible for all the routine maintenance and repair of the plant during the course of the contract and that Council will be responsible for and bear the cost of programmed major maintenance and capital works as scheduled. He said implementation of programmed maintenance will be subject to available funding in each financial year.

Cr McConnell said he would like to see membership available for pool use only not including the gymnasium. The Engineering Manager replied that this suggestion could be stipulated in the contract, he will look into membership for pool use only.

In reply to Cr Christison the Engineering Manager reported that a definite date for the changeover is nominated as 5 February however, this can be negotiated between the outgoing and incoming contractor. It was further suggested that 1 or 2 Councillors form part of the Tender Evaluation Committee.

### **Resolved**

That the operational criteria outlined in the Engineering Manager's report are included in the tender for Contract 1043 for the operation and management of the Otorohanga Swimming Pool and Gym Complex with an amendment for pool only membership rates to be included and for Councillors McConnell and Phillips to be part of the Tender Evaluation Team.

### **Cr McConnell/Cr Johnson**

## **ADOPTION OF WAIKATO PLAN**

Mr Bill Wasley, Project Advisor, and Mrs Rachael McMillan, Governance Project Team, attended the meeting. Mr Wasley outlined the birth and development of a plan being –

- i) Genesis in 2013 – Mayoral Forum initiative – extensive evidence base established
- ii) Pre-scoping of project – June/August 2015
- iii) Plan drafted in 2016 with extensive discussions between Councils, Government Agencies, Iwi and other stakeholders
- iv) Draft plan adopted by Joint Committee – 27 February 2017
- v) Public consultation – March – April 2017
- vi) Deliberations on submissions – 30 May 2017
- vii) Approval of Plan by Joint Committee – 19 June 2017

Mrs McMillan reported that the Waikato Plan has five priority areas and ten key actions as detailed below-

Priority 1 – planning for population change

Priority 2 – connecting our communities through targeting investment

Priority 3 – partnering with iwi/maori

Priority 4 – addressing water allocation and quality

Priority 5 –advancing regional economic development

Mrs McMillan informed members that the Waikato Plan allows the Waikato to have the “regional conversations” about large scale issues and opportunities and “talk” with one voice to their key audiences – central government, key decision makers and funders. She said this is the first time this has been achieved in the Waikato, it is a milestone agreement.

Members were informed of the regional benefits of implementing the Waikato Plan these being –

- a) increased regional and interregional connectivity
- b) increased government awareness of a “joined up Waikato” investment
- c) more efficient and effective infrastructure provision
- d) quality services in the right place
- e) economic growth
- f) better environmental outcomes
- g) increased amenity value

The benefits of implementing the Waikato Plan for areas with slow or no growth being –

- a) retention of population
- b) increased quality of life
- c) attraction of people
- d) economic growth
- e) connectivity

Mrs McMillan reported that the Waikato Plan actions will be implemented through various avenues such as –

- 1) Waikato Plan Leadership Group
- 2) Mayoral Forum Programme of work
- 3) Waikato Mens Business Programme of work
- 4) Other key partners programmes of work

His Worship advised that our District does not have a strong voice therefore it requires a regional approach. In reply to Cr Klos she was advised that Otorohanga will be classified within the South Waikato group. Cr Pilkington referred to a timeframe and monitoring in order to gauge the success of the Plan, particularly for the Otorohanga District. She was advised that it will be more about reporting back to the individual Councils within the Southern Group. His Worship said that once the Plan is at the implementation stage this Council will be watching out for results.

Mr Wasley advised that it is more a matter of the sharing of Council services than putting Local Authority units together. He said the Plan will be influenced by whoever is the Local Government Minister of the day.

Mrs McMillan advised that the cost to this Council to date is approximately \$30,000 funded up to 30 June 2018. Cr Klos said that this Council needs to see leadership which reflects this District.

Cr Johnson questioned the costs going forward and what will be required from 1 July 2018. He was advised that the implementation and funding of the Plan will be issues to work through after 30 June 2018.

Cr McConnell said the Plan is like a security blanket for the region and that the leadership group has to report back to each of the Local Government partners. Cr Pilkington confirmed that the Plan is totally Local Government funded to 30 June 2018.

### **Resolved**

That in accordance with the recommendations provided in section 2 of the report attached to today's agenda, the Waikato Plan be adopted.

### **Mayor/Cr Johnson**

His Worship reported he is happy for the Waitomo District Mayor Brian Hanna to be the Southern area's representative.

### **LUNCH AND ADJOURNMENT**

Council adjourned for lunch at 12.35pm and resumed at 1.05pm.

### **ROAD LEGALISATION PART MANGAORONGO ROAD – SO 38010**

The Engineering Manager referred members to documents requiring consent to legalising part of Mangaorongo Road being sections of length of 800 metres beginning at 3100 metres from State Highway 3 Otorohanga Road.

### **Resolved**

That

1. The Otorohanga District Council hereby consents to the Minister of Land Information declaring: Pursuant to Sec 116 and 117 of the Public Works Act 1981 the road described in the **Schedule** below being stopped and vested in the adjoining properties by way of amalgamation with the titles listed and being subject to existing mortgages recorded on the individual titles.

### ***South Auckland Land District - Otorohanga District***

**Schedule** - Road to be stopped and vested by amalgamation

<i>Area</i>	<i>Description</i>	<i>Title</i>	<i>Owners</i>
151m <sup>2</sup>	Lot 2 DP 11778	SA1772/11	AM & YF van Grootel
1049m <sup>2</sup>	Lot 2 DP 11778	CFR 201549	KI & VM Davis
366m <sup>2</sup>	Lot 2 DP 11778	CFR 201549	KI & VM Davis
17m <sup>2</sup>	Lot 4 DP 23848	SA6C/1434	GW & WM Thompson
1112m <sup>2</sup>	Lot 4 DP 23848	SA6C/1434	GW & WM Thompson
2347m <sup>2</sup>	Lot 2 DP 11778	CFR 235344	DJ & SA Sanson

2. The Mayor and Chief Executive of Otorohanga District Council be authorised to sign and seal any documentation necessary to legalise plan SO 38010.

### **Cr Phillips/Cr Johnson**

#### **APPLICATION FOR TEMPORARY ROAD CLOSURE – CLUB TARGA INC – TARGA NEW ZEALAND EVENT – 2017**

The Engineering Manager summarised the Senior Engineering Assistant's report on an application received from Club Targa Inc for various road closures within the Otorohanga District, to enable the Club Targa Inc to hold the Targa New Zealand Event 2017.

Cr Klos reported that the timing with tankers and school buses proved to be a problem last time and that it must be emphasised the responsibility of informing these operators is that of Targa New Zealand.

Cr Phillips queried whether liaison and the evidence of this is provided by Targa New Zealand. He said previously there were a large number of people who were not aware of the road closures. Cr Phillips also expressed the opinion that the closure signs are too small and unable to be read from a passing vehicle. The Engineering Manager advised that Targa NZ make every effort to liaise with affected parties and this comprises of more than just placing an advertisement in the local paper. Cr Pilkington suggested the need for the local schools to be notified. Cr McConnell said that Council's Senior Engineering Assistant does a great job in administering the closures. His Worship advised that there will always be someone who misses out on being informed of the closures.

#### **Resolved**

That that the road closures be approved on the dates requested with the associated conditions.

Purpose: Targa New Zealand Event 2017

Dates: **Wednesday 25 October 2017 & Thursday 26 October 2017**

#### **Closure 1:**

Date: Wednesday 25 October 2017

Time of Closure: 1335 to 1805

Stage Name: Wairehi – Bayley Road

WAIREHI Road, from its intersection with Waipapa Road, to its intersection with Ngaroma Road NGAROMA Road, from its intersection with Wairehi Road, to its intersection with Bayley Road BAYLEY Road, from its intersection with Ngaroma Road, to finish at its intersection with Newman Road

Includes intersections with: Lake Road, Taupaki Road, Aotearoa Road, Waipari Road, Mangawhio Road, Tolley Road No Exit, Hingaia Road, Loop Road and Seafund Road.

Note: To assist with the stage security, the closure is also to include 50 metres of *EACH* adjoining road, from where it intersects within this road closure.

#### **Closure 2:**

Date: Thursday 26 October 2017

Time of Closure: 0810 to 1240

Stage Name: Turitea – Honikiwi Extended

KAWHIA Road, from its intersection with Ngutunui Road, to its intersection with Turitea Road. TURITEA Road, from its intersection with Kawhia Road, to its intersection with Honikiwi Road. HONIKIWI Road, from its intersection with Turitea Road, to its intersection with Mangamahoe Road.

MANGAMAHOE Road, from its intersection with Honikiwi Road, to its intersection with Kawhia Road.

Includes intersections with: Hikurangi Road No Exit, Bromley Road No Exit and Te Raumauku Road No Exit

Note: To assist with the stage security, the closure is also to include 50 metres of *EACH* adjoining road, from

With the following conditions imposed:

1. Emergency Services have complete right of passage at all times.
2. Club Targa Inc, is to pay an application fee of \$400.00 towards the administration of the road closure to Otorohanga District Council.
3. Club Targa Inc, is to pay for all advertising costs to the appropriate newspapers. Public notice advertisements are to be published in the Waitomo News.
4. Club Targa Inc, is responsible for obtaining public liability insurance (and paying the cost thereof) to a minimum value of \$2,000,000. This is required to indemnify Council against any damage to the property or persons as a result of rally activities during the road closure period.
5. Club Targa Inc, is to comply with the objection provisions contained in the Transport (Vehicular Traffic Road Closure) Regulations 1965.
6. Club Targa Inc, is to liaise, and provide evidence of liaison with all operators and businesses that may be affected by the road closures.
7. Club Targa Inc, is to consult with all residents of all properties on the roads intending to be closed and also the residents on roads connecting with roads intending to be closed, including any, no exit roads. Two mail drops to residents are to be carried out. All initial mail drops to residents are to be approved by Council staff before distribution commences. The subsequent mail drop is to be completed no later than ten full days before the proposed closures.
8. Club Targa Inc, is solely responsible for signposting and policing of the roads to be closed, to ensure that only vehicles connected with the event have access to the road closure areas. This includes arranging the delivery, erection and staffing of all road closure barriers and the removal thereof after closures. All gates and entranceways are to be taped and to ensure its removal thereafter.
9. Signs advising of the road closures are to be erected, at the start and end of the closed portions of the roads and on each intersecting road two weeks prior to the road closure. All signs are to be removed immediately after the closure. A Hamilton Car Club representative is to meet with Council Engineering staff regarding the required signs format, size, location and quantity of signs for approval before they are manufactured and erected

### **Cr Christison/Cr Klos**

## **APPLICATION FOR TEMPORARY ROAD CLOSURE – HAMILTON CAR CLUB**

The Engineering Manager referred members to the Senior Engineering Assistant's report on an application received from the Hamilton Car Club for the closure of part of Hauturu Road within the Otorohanga District, to enable the Hamilton Car Club to hold the Rally of Waitomo event.

### **Resolved**

That the road closure be approved with the associated conditions.

Purpose: Rally of Waitomo

Date: Saturday 14 October 2017

Details of Closure: **HAUTURU ROAD** – From Waitomo District Council Boundary heading north turn right in Kaimango Road, past Honikiwi Road, continue along Kaimango, end of journey 300 metres before state highway 31.

**Period of Proposed Closure:** 1400hrs to 1700hrs

With the following conditions imposed:

1. Emergency Services have complete rite of passage at all times.
2. Hamilton Car Club is to pay an application fee of \$400.00 towards the administration of the road closure to Otorohanga District Council.
3. Hamilton Car Club is to pay a bond of \$5000.00 to be held by Otorohanga District Council, in lieu of any damage to roads caused during the rally.
4. Hamilton Car Club is to pay for all advertising costs to the appropriate newspapers. Public notice advertisements are to be published in the Waitomo News.
5. Hamilton Car Club is responsible for obtaining public liability insurance (and paying the cost thereof) to a minimum value of \$2,000,000. This is required to indemnify Council against any damage to the property or persons as a result of rally activities during the road closure period.
6. Hamilton Car Club is to comply with the objection provisions contained in the Transport (Vehicular Traffic Road Closure) Regulations 1965.
7. Hamilton Car Club is to liaise, and provide evidence of liaison with all operators and businesses that may be affected by the road closures.
8. Hamilton Car Club is to consult with all residents of all properties on the roads intending to be closed and also the residents on roads connecting with roads intending to be closed, including any, no exit roads. Two mail drops to residents are to be carried out. All initial mail drops to residents are to be approved by Council staff before distribution commences. The subsequent mail drop is to be completed no later than ten full days before the proposed closures.
9. Hamilton Car Club is solely responsible for signposting and policing of the roads to be closed, to ensure that only vehicles connected with the event have access to the road closure areas. This includes arranging the delivery, erection and staffing of all road

closure barriers and the removal thereof after closures. All gates and entranceways are to be taped and to ensure its removal thereafter.

10. Signs advising of the road closures are to be erected at the start and end of the closed portions of the roads and on each intersecting road two weeks prior to the road closure. All signs are to be removed immediately after the closure. A Hamilton Car Club representative is to meet with Council Engineering staff regarding the required signs format, size, location and quantity of signs for approval before they are manufactured and erected

### **His Worship/Cr Pilkington**

#### **APPLICATION FOR TEMPORARY ROAD CLOSURE – OTOROHANGA DISTRICT COUNCIL**

The Engineering Manager referred members to the Senior Engineering Assistant's report on an application for various road closures within the Otorohanga District to enable "volunteer" promotional staff members of the Otorohanga District Council to hold a "market day" and promotional events during the Railway Awareness Week and the Steamfest.

Cr Christion queried the issue with buses that usually utilise this area during the weekends.

#### **Resolved**

That the road closures be approved on the dates request with the associated conditions.

Purpose: Railway Awareness Week and STEAMFEST 2017

Dates: Friday 18 August 2017 – Saturday 19 August 2017 – Sunday 20 August 2017

#### **Details of Closure**

Wahanui Crescent, from its intersection with Cowley and Bell Lanes, to its intersection with Whittington and Bell Lanes.

With the following conditions imposed:

1. Emergency Services have complete rite of passage at all times.
2. Public notice advertisements are to be published in the Waitomo News.
3. Otorohanga District Council, is responsible for obtaining public liability insurance (and paying the cost thereof) to a minimum value of \$2,000,000. This is required to indemnify Council against any damage to the property or persons as a result of rally activities during the road closure period.
4. Otorohanga District Council is to comply with the objection provisions contained in the Transport (Vehicular Traffic Road Closure) Regulations 1965.
5. Otorohanga District Council is to liaise, and provide evidence of liaison with all operators and businesses that may be affected by the road closures.
6. Otorohanga District Council is to consult with all residents of all properties on the roads intending to be closed and also the residents on roads connecting with roads intending to be closed, including any, no exit roads. Two mail drops to residents are to be carried out.

All initial mail drops to residents are to be approved by Council staff before distribution commences. The subsequent mail drop shall be completed no later than ten full days before the proposed closures.

### **Cr Phillips/Cr Pilkington**

#### **CHANGE OF LEASE AT TE WAIREKA SUBSTATION**

The Engineering Manager presented the Community Facilities Officers report on a request made by The Lines Company to increase the size of the lease area at the Te Waireka Road Sub station, so that they may increase the load capacity of the substation, which supplies electricity to the Otorohanga town and surrounding community.

#### **Resolved**

That approval in principle is given for the area to be increased by 400m<sup>2</sup> and in the interim TLC be granted access to the land to enable their upgrade to take place.

### **His Worship/Cr Pilkington**

#### **REPLACEMENT OF ROOF – KAWHIA MUSEUM**

The Engineering Manager presented the Community Facilities Officer's report on the roof over the Boat shed at the Kawhia Museum.

Cr Phillips questioned why only one quote had been obtained. The Engineering Manager outlined how difficult it is to obtain quotations for work in Kawhia and that the cost of the work is less than \$5,000 which is the lower limit requiring two quotes in the Tendering & Purchasing Manual.

#### **Resolved**

That the expenditure of \$4,722.27 is approved for the replacement of the roof, spouting and downpipes on the Kawhia Museum Boat Shed.

### **Cr Pilkington/Cr Johnson**

#### **PROPOSED 2018 MEETING DATES**

The Governance Supervisor referred members to a schedule of proposed meeting dates for 2018 based on the third Tuesday of each month. Following discussion it was agreed that the meeting proposed for 16 January 2018 be amended to 23 January 2018.

#### **Resolved**

That the proposed meeting dates as amended, be adopted.

### **Cr Christian/Cr Phillips**

#### **MATTERS REFERRED**

The Governance Supervisor took members through matters referred.

#### **COUNCIL REPRESENTATION ON THE WDH B CONSUMER COUNCIL GROUP**

It was agreed that an invitation be extended to the Chief Executive and Head of Mental Health of the WDH B to attend a future meeting of Council.

## **LEAVE OF ABSENCE – CR PHILLIPS**

It was agreed that leave of absence be granted to Cr Phillips for the meeting to be held on 15 August 2017.

## **GENERAL**

### **WAIKATO MAYORAL FORUM**

His Worship highlighted to members a report presented to the Mayoral Forum on developing a facilities funding framework. He said the purpose of the report sets out background information about the facilities funding framework, a strawman of a Community Facilities Funding Framework for consideration by the Mayoral Forum and recommended next steps.

His Worship reported that the timing of the next steps would allow Councils to use the timeframe to identify any facilities they wish to provide for in their draft Long Term Plans.

His Worship said he will arrange for the Executive Assistant to send copies of the agenda to members.

His Worship referred to the “Waikato Means Business” feeding into the Waikato Plan and advised that this is not engaged with any other business outside of Hamilton.

### **LOCAL GOVERNMENT CONFERENCE**

His Worship reported he will be attending the Local Government Conference to be held in Auckland this coming weekend. Regarding plastic bags His Worship reported that he will be voting in favour of the reduction in the use of plastic bags. He said, he will be forwarding to members the proposed remits for their feedback.

### **KAWHIA ARTS VENTURE**

Cr Pilkington reported she attended the opening of a new arts venture in the old Post Office building in Kawhia.

### **OTOROHANGA DISTRICT DEVELOPMENT BOARD**

Cr Pilkington reminded members of a new meeting of the Otorohanga District Development Board to be held tomorrow morning in the Council Chambers.

### **OURUWHERE ROAD**

Cr Pilkington reported on the positive feedback she has received regarding the upgrading of part of Ouruwhere Road.

### **LAWN MOWING CONTRACT**

Cr Christison reported that after being out of town for approximately 6 weeks the work being undertaken by the lawn mowing contractors is looking good. She queried whether consideration could be given to the time the contractor is undertaking work at the weekends.

### **ANIMAL CONTROL**

Cr Christison requested the Environmental Services Manager include in the Dog and Animal Control report a current list of unregistered dogs. The Environmental Services Manager reported that there are a number of dogs which leave the District during any one period.

## **WATER METERS**

Cr Christison referred to the installation of new water meters down Maniapoto Street and queried why businesses like Peter Burton Menswear no longer have an outside tap.

## **LATE S PHILLIPS**

Cr Phillips extended thanks to Council and staff for their support in the recent loss of his father and for the lovely flowers sent to his family home.

## **FIRE SERVICE**

Cr Klos referred to the recent fire disaster in London and queried when would Council staff attend such an event if this occurred in the District. The Acting Chief Executive replied that Council has to be invited to the event. He said in such cases there is a lead agency which will set up a control centre and that matters will follow on from there.

The Acting Chief Executive further advised that the Fire Services Act has been repealed. The Fire Service has been restructured and is now known as Fire and Emergency New Zealand (FENZ.)

The Acting Chief Executive informed members that submissions have closed on amendments to the Civil Defence Emergency Act. He said these changes are in respect to reporting and command structures.

## **WAIKATO RIVER**

Cr Klos referred to the issue of the Waikato river being a regional icon and expressed the opinion that this is not correct. She said it has been proposed an icon due to the introduction of cultural components. His Worship replied that it is a life source.

## **WAIKERIA ROAD NOTIFICATION**

Cr Klos queried whether residents at the Waipa end of Waikeria Road have been notified of the proposed prison extensions and the increase in traffic flow. The Environmental Services Manager replied that both the Waipa and Otorohanga District Councils have forwarded notification to the affected properties.

## **CREATIVE COMMUNITIES ARTS SCHEME**

Cr Klos said she was pleased to see the number of good applications received under the recent Creative Communities Art Scheme.

## **CREDIT CARD FACILITY**

Cr Klos was informed that Council has a credit card facility only for payment of rates and dog registrations. The Finance and Administration Manager advised that there is a cost for Council to have a credit card facility over the counter.

## **STATE HIGHWAY 31/39**

Cr McConnell raised the matter of State Highway 31/39 and the intersection of State Highway 31 with Waitomo Valley Road. He said he receives several complaints from truck drivers regarding no provision of passing lanes. He said trucks are not going to stop using these particular roads.

His Worship replied that this matter has been brought up with NZTA however, he is not sure what is happening at the present time.

## **COMMUNICATION**

Cr McConnell reported that this District has an aged community and that Council needs to give consideration to other ways of communicating with the elderly. He said this could be undertaken through the Otorohanga Community Board by way of a newsletter, advertisement in local papers etc. Cr McConnell expressed the opinion that Council should be proactive in the matter of communication and that many people particularly the elderly have no got access to computers. His Worship suggested that his Mayoral Column could be utilised for this purpose.

## **WAIKERIA PRISON EXTENSION**

The Acting Chief Executive informed members that the proposed prison extension went through the formal step of direct referral to the Environment Court. He said those people who have submitted on the proposal will have to register to be included in the Court hearing process.

## **OTOROHANGA TIMBER COMPANY FACILITY TOUR**

The Acting Chief Executive undertook to arrange a tour for Councillors through the Otorohanga Timber Company facility during September/October 2017. The tour to be undertaken at the conclusion of one of Councils meetings.

## **OTOROHANGA DISTRICT DEVELOPMENT BOARD**

Cr Christion queried whether the new service agreement has been finalised. It was agreed that this matter be reported on by the Chief Executive at the next meeting of Council.

## **MEETING CLOSED**

The meeting concluded at 2.07pm

**MAYOR:** \_\_\_\_\_

**DATE:** \_\_\_\_\_