

Ōtorohanga District Council

MINUTES

26 April 2022

10am

In accordance with Ōtorohanga District Council's COVID-19 requirements,
THIS MEETING WAS CLOSED TO THE GENERAL PUBLIC
and was livestreamed and recorded for webcasting to Council's YouTube channel.

Members of the Ōtorohanga District Council

His Worship the Mayor, MM Baxter
Councillor K Christison
Councillor K Jeffries
Councillor RA Klos

Councillor R Johnson (Deputy Mayor)
Councillor B Ferguson
Councillor R Dow
Councillor A Williams

For all meeting queries, please contact Council's Manager Governance (governance@otodc.govt.nz)

Ōtorohanga District Council

Minutes of an ordinary meeting of the Ōtorohanga District Council held in the Council Chambers, Ōtorohanga District Council, 17 Maniapoto Street, Otorohanga on Tuesday, 26 April 2022 commencing at 10.02am.

Tanya Winter
CHIEF EXECUTIVE

9 May 2022

ORDER OF BUSINESS

	APOLOGIES	3
	REFLECTION / PRAYER / WORDS OF WISDOM	3
	LATE ITEMS	3
	CONFIRMATION OF ORDER OF MEETING	3
	DECLARATION OF CONFLICTS OF INTEREST	4
	PUBLIC FORUM – ŌTOROHANGA RIDING FOR THE DISABLED	4
	CONFIRMATION OF MINUTES – ŌTOROHANGA DISTRICT COUNCIL – 15 MARCH 2022	4
	CONFIRMATION OF MINUTES – ŌTOROHANGA DISTRICT COUNCIL – 8 APRIL 2022	4
	RECEIPT OF MINUTES – KĀWHIA COMMUNITY BOARD – 25 MARCH 2022	4
	RECEIPT OF MINUTES – ŌTOROHANGA COMMUNITY BOARD – 7 APRIL 2022	5
	HIS WORSHIP THE MAYOR'S VERBAL REPORT	5
ITEM 245	MONTHLY FINANCIAL REPORT AND CAPITAL PROJECTS UPDATE	5
ITEM 246	BUILDING CONTROL ACTIVITY REPORT FOR JANUARY TO MARCH 2022	6
ITEM 247	DISTRICT LIBRARY REPORT	6
ITEM 248	ŌTOROHANGA TOWN CONCEPT PLAN – PROJECT UPDATE	6
ITEM 249	ŌTOROHANGA DISTRICT DEVELOPMENT BOARD SIX-MONTH UPDATE	7
	COUNCILLOR UPDATES	7

PRESENT

His Worship the Mayor M Baxter, Councillors A Williams, B Ferguson, K Christison, K Jeffries, R Klos and R Dow.

IN ATTENDANCE

T Winter (Chief Executive), N Gower (Group Manager Strategy & Community), G Bunn (Group Manager Business Enablement), A Loe (Group Manager Regulatory & Growth), M Lewis (Group Manager Engineering & Assets), B O'Callaghan (Manager Finance), R McNeil (Chief Advisor), and K King (Manager Governance).

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

APOLOGIES

There were no apologies.

REFLECTION / PRAYER / WORDS OF WISDOM

Councillor Dow provided these words of wisdom:

Discussions are always better than arguments, because an argument is to find out who is right, and a discussion is to find out what is right.

Author unknown

When it is obvious the goal can not be reached, don't adjust the goal, adjust the action steps.

Confucius

LATE ITEMS

There were no late items.

CONFIRMATION OF ORDER OF MEETING

No changes were made to the order on the agenda.

DECLARATION OF CONFLICTS OF INTEREST

No declarations were made.

PUBLIC FORUM

Christine Purdy (President) and Gwen Buckley (Coach and Equine Manager) presented on behalf of the Ōtorohanga Riding for the Disabled Group (RDA). Ms Purdy provided the background and activities of the RDA's at the Island Reserve. She advised the goal of the RDA was to reach more riders and outlined their vision for the future usage of the Island Reserve. The RDA are seeking to improve their facilities to allow for use during wet and dry weather. This would include securing long term use of the Island Reserve to allow for the development of a new covered arena with stalls, hay storage, a tack shed, kitchen, changing room, meeting room and office.

Ms Buckley provided a statement from one of the rider's parents who had experienced the benefits of the RDA programme.

In response to a query, Council's Chief Executive T Winter advised the RDA would be invited to participate in the development of the Ōtorohanga town concept plan's engagement with sports clubs.

The Otorohanga RDA representatives departed at 10.19am.

CONFIRMATION OF MINUTES – ŌTOROHANGA DISTRICT COUNCIL – 15 MARCH 2022

RESOLVED: That the open minutes of the Ōtorohanga District Council meeting held on 15 March, having been circulated, be taken as read and confirmed as a true and correct record of that meeting.

Councillor Klos | Councillor Fergusson

CONFIRMATION OF MINUTES – ŌTOROHANGA DISTRICT COUNCIL – 8 APRIL 2022

RESOLVED: That the open minutes of the extra-ordinary Ōtorohanga District Council meeting held on 8 April 2022, having been circulated, be taken as read and confirmed as a true and correct record of that meeting.

His Worship the Mayor | Councillor Dow

RECEIPT OF MINUTES – KAWHIA COMMUNITY BOARD – 25 MARCH 2022

RESOLVED: That Ōtorohanga District Council receive the unconfirmed minutes of the Kāwhia Community Board meeting held on 25 March 2022 as circulated.

Councillor Jeffries | Councillor Williams

RECEIPT OF MINUTES – ŌTOROHANGA COMMUNITY BOARD – 7 APRIL 2022

RESOLVED: That Ōtorohanga District Council receive the minutes of the Ōtorohanga Community Board meeting held on 7 April 2022 as circulated.

Councillor Johnson | Councillor Christison

HIS WORSHIP THE MAYOR'S VERBAL REPORT

His Worship spoke on the following activities undertaken:

- Weekly catchups with the Programme Manager for the Mayors Taskforce for Jobs.
- Monthly North King Country Development Trust meeting.
- Risk and Assurance meeting attendance.
- Rangatahi Māori Emerging Leaders Mentoring workshop Zoom meetings.
- Anzac Day dawn parade and civic service at Ōtorohanga and the service at Kāwhia.
- Zoom meetings with Federated Farmers and the Mayors Taskforce for Jobs.
- Zoom meeting with tertiary providers in the horticultural sector.
- Zoom meetings with Waikeria Prison development groups.
- Council and community board meetings.

RESOLVED: That Ōtorohanga District Council receive the verbal update from His Worship the Mayor, M Baxter.

His Worship the Mayor | Councillor Jeffries

ITEM 245 MONTHLY FINANCIAL REPORT AND CAPITAL PROJECTS UPDATE

Council's Finance Manager, B O'Callaghan referred councillors to the net surplus at the end of March of \$2.7m against a budget of \$5.1m. He noted the grants subsidy was down due to timing of payments and advised \$800,000 had been received from Waka Kotahi since the report was finalised. He advised the statement of financial position was in a healthy position.

Council's Group Manager Engineering & Assets, M Lewis commented the capital projects programme was progressing steadily. He anticipated the next report would show more completed work with projects pending completion. In response to a query, Ms Winter spoke on the learnings from the stimulus fund noting most councils had chosen to submit a reduced number of projects to make sure the 30 June deadline was achieved.

RESOLVED: That Ōtorohanga District Council receive the report titled 'Financial and capital projects report for the month ending 28 February 2022' (document number 624906) from Brendan O'Callaghan, Finance Manager and Mark Lewis, Group Manager Engineering and Assets.

His Worship the Mayor | Councillor Klos

ITEM 246 BUILDING CONTROL ACTIVITY REPORT FOR JANUARY TO MARCH 2022

Council's Group Manager Regulatory & Growth, A Loe and Building Services Manager, P Saunders took the report as read. In response to a query on the reduction in consent applications, Mr Saunders outlined the contributing factors including the length of construction time due to building supply shortages and a shortage in skilled labour.

In response to a query, Mr Saunders advised the timeframe for inspection assessments was usually within 3 working days.

RESOLVED: That the Ōtorohanga District Council receive the report titled 'Building control activity report for January to March 2022' (document number 624699) from Phil Saunders, Building Control Manager.

Councillor Johnson | Councillor Dow

ITEM 247 DISTRICT LIBRARY REPORT

Council's Library Manager, H Taylor noted the library programme for the school holidays involved holiday packs due to the uncertainty over possible COVID restrictions. The packs were to be available at both Kāwhia and Ōtorohanga libraries. In response to a query, she advised the holiday packs were being advertised on Council's Facebook page and directly to schools for inclusion in their school newsletters.

She noted the STEM programme was being launched in May. This programme is for school age children keen on science, technology, engineering and maths.

Ms Taylor advised the RFID project was complete with 134 books identified as missing during the associated inventory review. In response to a query, she advised Council held approximately 23 thousand books. In response to a query on WIFI usage, she noted the usage at the Kāwhia library had increased and the annual cost was based on population. The current cost was several thousand per year.

RESOLVED: That the Ōtorohanga District Council receive the report titled 'District Library report' (document number 624696) from Heather Taylor, Library Manager.

Councillor Williams | Councillor Fergusson

ITEM 248 ŌTOROHANGA TOWN CONCEPT PLAN – PROJECT UPDATE

Council's Chief Advisor, R McNeil took the report as read and highlighted the successful first round of engagement targeted at key stakeholder groups. He advised a second round of engagement was being undertaken between 4-7 May and consisted of two elements. The first was follow-up sessions with the key stakeholder groups and the commencement of engagement with the wider public. Mr McNeil commented on the strong online presence, promotional flyer being circulated within the community along with two drop-in sessions for the public. He advised a news article was being published with more background on the project and why Council were engaging with the public.

Mr McNeil suggested the resulting feedback be considered in a joint session between the Ōtorohanga District Council and Ōtorohanga Community Board members.

In response to a query on engagement with rural residents, His Worship advised Federated Farmers had been engaged. Mr McNeil commented that while the focus was on the urban environment, some people connect with the township through businesses, property, family, etc and all feedback was welcome.

RESOLVED: That the Ōtorohanga District Council receive the report titled 'Ōtorohanga town concept plan – project update' (document number 624697) from Ross McNeil, Chief Advisor.

His Worship the Mayor | Councillor Jeffries

ITEM 249 ŌTOROHANGA DISTRICT DEVELOPMENT BOARD SIX-MONTH UPDATE

Council's Group Manager Strategy & Community introduced Kara Thomas, Chair of the Ōtorohanga District Development Board and Elle Freestone from the Employment Hub.

Ms Thomas thanked Council for their ongoing support of the Board. She noted it has been a challenging 12 months due to COVID which has held up some projects. During the last six months the Board had looked at their processes and had updated their Board Charter. She also updated members on the Retail Revitalisation project and a potential property purchase.

Councillor Jeffries advised he had completed the series of local Kāwhia resident interviews in collaboration with John Thompson and queried if the ODDB would consider a further grant.

In response to a query on the two tier operational model for iSites, Ms Thomas noted a 2-year national iSite review was undertaken and had developed an iSite model to meet the needs of the community. This will be reviewed regularly and amended to ensure future needs are met.

In response to a query, His Worship advised no official confirmation had been received on 2022/23 funding for the Mayors Taskforce for Jobs. Ms Thomas advised the Board consider the programme is invaluable and is one of the identified risks for the Board who are looking for alternative funding streams.

Members noted Bob Strawbridge and Dereck Wooster were retiring from the Board and thanked both for their contributions.

RESOLVED: It is recommended that Council:

- a Receive the report 'Six month report from Ōtorohanga District Development Board (document number 624700) from Nardia Gower, Group Manager Strategy and Community.
- b Receive the Ōtorohanga District Development Board Six Monthly Report to Ōtorohanga District Council 1 July - 31 December 2021 (document number 624701).

Councillor Jeffries | Councillor Dow

COUNCILLOR UPDATE

- Councillor Johnson heard an application within the Waipā district as part of the District Licensing Committee. He acknowledged the visit from His Worship whilst on light duties.
- Councillor Dow attended the dawn parade at Ōtorohanga on Anzac Day and noted the good turnout.

- Councillor Klos had been tiki-touring around the district and queried the lack of signage when entering Ōtorohanga township and at bridges throughout the district.
- Councillor Jeffries attended the Kāwhia Community Board and Risk & Assurance Committee meetings. He also participated in a Zoom meeting regarding the issue of roaming horses at Aotea. Mr Jeffries spoke on a Fire and Emergency New Zealand meeting's presentation on climate change and the seawall concerns of the Aotea Ratepayers Association. He attended the Anzac Day parade at Kāwhia and the sunset service at Aotea.
- Councillor Williams chaired the Risk and Assurance Committee and attended the dawn parade in Ōtorohanga on Anzac Day.

UNCONFIRMED