



Ōtorohanga District Council

# MINUTES

17 November 2020

11.07am

**ŌTOROHANGA DISTRICT COUNCIL**

17 November 2020

Minutes of an Ordinary meeting of the Ōtorohanga District Council held in the Council Chambers, 17 Maniapoto Street, Ōtorohanga on Tuesday 17 November 2020 commencing at 11.07am.

Tanya Winter  
**CHIEF EXECUTIVE**

**MINUTES**

**PRESENT**

**IN ATTENDANCE**

**APOLOGIES**

**REFLECTION / PRAYER / WORDS OF WISDOM (HIS WORSHIP THE MAYOR)**

**DECLARATION OF CONFLICTS OF INTEREST**

**PUBLIC FORUM**

**CONFIRMATION OF MINUTES ŌTOROHANGA DISTRICT COUNCIL – 18 AUGUST 2020**

**RECEIPT OF MINUTES ŌTOROHANGA COMMUNITY BOARD – 2 SEPTEMBER 2020**

**RECEIPT OF MINUTES KAWHIA COMMUNITY BOARD – 25 SEPTEMBER 2020**

**REPORTS**

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## **PRESENT**

His Worship the Mayor MM Baxter, B Ferguson, R Dow, R Johnson (Deputy Mayor), K Jeffries and A Williams

## **IN ATTENDANCE**

Ms. T. Winter (Chief Executive), Messrs. R. Brady (Group Manager Engineering), G Bunn (Group Manager Corporate), B O'Callaghan (Finance Manager), CA Tutty (Governance Supervisor) and Ms. T Ambury (Community and Economic Development Manager)

His Worship declared the meeting open and welcomed those present.

## **APOLOGIES**

**Resolved** that the apologies received from Councillor R. Klos (leave of absence) and Councillor K Christison be received.

## **HIS WORSHIP / COUNCILLOR WILLIAMS**

## **REFLECTION / PRAYER / WORDS OF WISDOM**

His Worship recited five tips on how to be a great leader –

1. Be receptive
2. Be humble
3. Be coherent with your acts
4. Be an active agent
5. Make compliments

## **DECLARATION OF CONFLICTS OF INTEREST**

His Worship asked members whether they had any declarations of conflicts of interest.  
No declarations of conflicts of interest were received.

## **PUBLIC FORUM**

No members of the public were present in the Public Forum at the commencement of the meeting.

## **ITEM 133 TE WAKA WAIKATO REGIONAL ECONOMIC DEVELOPMENT AGENCY ANNUAL REPORT**

Mr. Hamish Bell presented via Zoom the Annual Report for Te Waka Waikato Regional Economic Development Agency for the period 1 July 2019 – 30 June 2020.

He was accompanied by Ms. Amanda Hema.

Mr. Bell reported that his organisation must now focus its attention on where they can achieve material economic impact and on how they best focus limited resource to add the most value.

Mr. Bell referred to Te Waka's new Strategic Plan which is;  
The Economic Development Agency for the Waikato Region, serving as a champion for and the collective voice of the region's economic and business needs and opportunities.

He said they exist to:

- Lift economic performance across the Waikato Region.
- Support and enable business and industrial growth.
- Attract business and investment.

This will be achieved by:

- Gathering intelligence.
- Sharing insights.
- Advocating on behalf of the region and its businesses.
- Building connections, creating partnerships and driving collaboration.
- Being well managed and financially sustainable.
- Living by their values.
- Collaborative, inclusive, outcome focused, agile, nimble, responsive and courageous.

Members were informed that Council has committed ten thousand dollars per annum across the first three years of the 2018 – 2028 LTP towards Te Waka, which is funded from the District Economic Development account.

The partnership agreement with Council requires Te Waka to report to the local authorities in respect to:

1. Te Waka's delivery of regional economic development functions and services.
2. Te Waka's performance against indicators (KPIs) outlined in the schedule of functions and services.
3. The general state of the Waikato economy.
4. Current or anticipated issues.

His Worship thanked Mr. Bell for his organisation's support during the COVID-19 lockdown.

**Resolved** that the Annual Report from Te Waka be received.

**COUNCILLOR WILLIAMS / COUNCILLOR FERGUSON**

### **PRESENTATION TE ARAROA TRAIL – NZ TRAIL**

Mr. Mark Weatherall, Executive director of Te Araroa Trail attended the meeting and made a presentation to Council.

Mr. Weatherall outlined the history of the walking trail from Cape Reinga to Bluff and that in 1974 the Te Araroa Trust was formed with the official opening of the Trail in 2011. The Trust's vision being Te Araroa – walk of a lifetime.

Their purpose;

To sustain, provide, promote and support the Te Araroa Trail, an inspiring, iconic trail that spans the length and diversity of Aotearoa / New Zealand.

The trail is challenging yet achievable for through walkers and section hikers alike.

His Worship thanked Mr. Weatherall for his presentation

### **ITEM 134 ŌTOROHANGA DISTRICT DEVELOPMENT BOARD ANNUAL REPORT**

Mr. Duncan Coull, Chairperson of the Ōtorohanga District Development Board attended the meeting and referred members to the Board's Annual Report for the period of 1 July 2019 – 30 June 2020.

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

Mr. Coull outlined what the Board has been able to deliver in supporting the community over the last twelve months. He covered the following topics:

- Development on a new business plan for the Ōtorohanga i-Site for the next 18 months with a focus on community and business support. This has led to having the resource to focus on engaging with local businesses, understanding their needs, directing them to appropriate support – Te Waka and other agencies.
- They now have a strong database of business within our town which is enabling a stronger connection with the business community.
- Create forums for public engagement through a dedicated Facebook page and their business breakfast meetings.
- Build awareness through the 'shop here, locals care', buy local campaign.
- Enabling business to adapt through digital enablement, running a social media workshop through the 'classroom'.
- The use of T3 media to promote the District through video and engagement of Colin Bain to update the digital library for the District.
- Support projects in the pipeline being Beattie Home and Kiwi House redevelopment - make it through PGF funding.
- Supporting the feasibility of a cycleway between Ōtorohanga and Waitomo Village.

Social and Cultural Activity has focused on:

- Fostering relationships with the Ōtorohanga College and Ōtorohanga Support House to support their needs.
- Continue support for the Kawhia Kai Festival.
- Together with Nehenehenui RMC bring the animation Workshop to our town.
- Creation of an Arts extravaganza showcasing local artists and talent over a weekend in March.
- Supporting the Project Kiwiana team and the great work they do to promote our identity as the 'Kiwiana Town'.
- Cycleway around the playground and BBQ area being great enhancements to the Jim Barker Memorial Playground.
- Ongoing support of the Kawhia Information Centre and Museum.

Mr. Coull reported that looking forward, his organisation is best to support businesses and projects during the COVID-19 recovery and to align with Council's Long Term Plan.

His Worship thanked Mr. Coull for the work his organisation has carried out and for his presentation today.

**RESOLVED** that the Annual Report from the Chairperson of the Ōtorohanga District Development Board be received.

**COUNCILLOR DOW / COUNCILLOR JOHNSON**

#### **LUNCH**

Council adjourned for lunch at 12.30pm and resumed at 1pm.

#### **CONFIRMATION OF MINUTES ŌTOROHANGA DISTRICT COUNCIL – 20 OCTOBER 2020**

**RESOLVED** that the minutes of the meeting of the Ōtorohanga District Council held on 20 October 2020, as circulated, be approved as a true and correct record of that meeting and the recommendations contained therein be adopted.

**COUNCILLOR JEFFRIES / COUNCILLOR JOHNSON**

#### **RECEIPT OF MINUTES - ŌTOROHANGA COMMUNITY BOARD – 7 OCTOBER 2020**

**RESOLVED** that the minutes of the meeting of the Ōtorohanga Community Board held on 7 October 2020, as circulated, be received.

**COUNCILLOR DOW / COUNCILLOR JOHNSON**

#### **RECEIPT OF MINUTES – KAWHIA COMMUNITY BOARD 25 SEPTEMBER 2020**

**RESOLVED** that the Minutes of the meeting of the Kawhia Community Board held on 25 September 2020 be received.

**COUNCILLOR JEFFRIES / COUNCILLOR WILLIAMS**

#### **ITEM 131 HIS WORSHIP THE MAYOR VERBAL REPORT**

His Worship reported on activities he has participated in since the last meeting –

- Council meeting and LTP Workshop
- Blessing of the Waka at the Ōtorohanga Museum with the Chief Executive.
- Met with Kara Thomas and Linda Campbell re Mayors Taskforce for Jobs, youth employment opportunities.
- Combined workshop – Council and Community Boards.
- Hanging Basket Planting.
- Zone 2 meeting in Paeroa.

- Meeting with TUIA representatives.
- Meeting with Maniapoto Maori Trust Board Executives.
- James Lockhart Workshop.
- Nga Wai O Waipa hui.
- Waitomo Trail Run supporting staff and family members.
- Remembrance day in Kawhia.
- Waikato Mayoral forum and COVID-19 test.
- Te Kuiti Meats expo.
- Remembrance day Ōtorohanga
- Norther King Country Development Trust workshop.
- Beattie Home / Iwi Workshop
- Mayoral Graduation Ceremony with Deputy Mayor.
- Tuia Wananga and 10 year Celebration in Auckland.
- Waikato Plan meeting in Hamilton.

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

**HIS WORSHIP / COUNCILLOR WILLIAMS**

#### **ITEM 132 COUNTDOWN PART STOPPING – HUNTER LANE**

Council's Property Advisor Paul Pointon attended the meeting and referred members to his report, the purpose of which is to obtain Council support for stopping part of Hunter Lane and lease of that area to General Distributors Limited to facilitate the proposal but with options in relation to the tenure of the lease or an option for the Council to do nothing.

**RESOLVED** that

1. Council support and approve the stopping of part Hunter Lane as shown on SO Plan 553592, the legalisation work required and the Deed of Lease of the stopped area to General Distributors Limited.
2. Council will meet the cost of preparing the Heads of Agreement and staff time and attendances on considering this matter and acknowledge that General Distributors Limited are to meet all other costs.
3. Council delegates authority to the Council's Chief Executive to sign the Heads of Agreement, the Deed of Lease and the Deed of Consent and any documents to give effect to the above and actions required.

**HIS WORSHIP / COUNCILLOR FERGUSON**

#### **ITEM 135 CIVIL DEFENCE EMERGENCY MANAGEMENT REPORT FOR JULY TO SEPTEMBER 2020**

The Emergency Management Operations Manager Dave Simes attended the meeting and summarised his report. The purpose of the report is to provide Council with an update on matters relating to Civil Defence Emergency Management in the Ōtorohanga District, this included matters arising at national, regional and district levels including emergency management activities under the shared services arrangement between Waipa, Waitomo and Ōtorohanga District Councils.

His Worship thanked Mr. Simes for the work undertaken during the COVID-19 lockdown.

**RESOLVED** that the Civil Defence Emergency Management report for July to September 2020 be received.

**COUNCILLOR WILLIAMS / COUNCILLOR JEFFRIES**

## **COUNCILLOR UPDATE**

### Councillor Ferguson

- Attended a couple of the LTP workshops.
- Attended the Armistice Day ceremony.

### Councillor Dow

- Attended LTP workshops.
- Road trip visiting small towns.

### Councillor Jeffries

- AGM Kawhia Boating and Angling Club.
- Attended the Auckland Symphony Orchestra concert in Kawhia.
- LTP workshop including Community Boards
- Kiwi House Tour
- North King Country Steering Committee
- Kawhia Armistice day service
- Classic Cars Event

### Councillor Johnson

- LGNZ Zone 2 meeting
- Waikato Regional Airport AGM
- Meeting re Waipa Gorge - Council / DOC
- Beattie Home Workshop / options for naming of unit and artists
- Mayoral Graduation
- Garden Ramble around District – fantastic gardens

### Councillor Williams

- LTP Workshops.
- Apology submitted for her not being able to attend the Ōtorohanga College Prizegiving.

## **MEETING CLOSURE**

The meeting closed at 1.45pm