



Otorohanga District Council

# AGENDA

16 May 2017

10.00am

**Members of the Otorohanga District Council**

Mr M Baxter (Mayor)  
Mrs K Christison  
Mr R Johnson  
Mrs RA Klos  
Mr P McConnell  
Mr K Phillips  
Mrs D Pilkington  
Mrs A Williams

Meeting Secretary: Mr CA Tutty (Governance Supervisor)

# OTOROHANGA DISTRICT COUNCIL

16 May 2017

Notice is hereby given that an Ordinary meeting of the Otorohanga District Council will be held in the Council Chambers, 17 Maniapoto Street, Otorohanga on Tuesday 16 May 2017 commencing at 10am.

9 May 2017

**DC Clibbery**  
**CHIEF EXECUTIVE**

## AGENDA

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**PRESENT**

**IN ATTENDANCE**

**APOLOGIES**

**OPENING PRAYER**

**PUBLIC FORUM (30 MINUTES)**

**ITEMS TO BE CONSIDERED IN GENERAL BUSINESS**

**CONFIRMATION OF MINUTES – Otorohanga District Council 18 April 2017**  
**– Kawhia Community Board 13 April 2017**  
**– Otorohanga Community Board 27 April 2017**

**MATTERS ARISING**

**DECLARATION OF INTEREST**

## REPORTS

**ITEM 60**                    **Proposed 'River Level Index' Indicator**

**To:**                        **Mayor and Councillors  
Otorohanga District Council**

**From:**                  **Chief Executive**

**Date:**                  **16 May 2017**

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### **Relevant Community Outcomes**

- The Otorohanga District is a safe place to live
  - Ensure services and facilities meet the needs of the Community
  - Recognise the importance of the Districts rural character
- 

### **Executive Summary**

It is proposed that in future during severe rainfall events communication is conducted with the local community via Council's website and social media regarding the likely relative severity of flooding from the Waipa River and other large streams based on a '*River Level Index*' that reflects the predicted peak level of the Waipa River at the Otewa gauging station.

### **Staff Recommendation**

That the report be received

### **Report Discussion**

On a number of occasions following floods of the Waipa River comment has been made that owners of rural land near to the river would appreciate being able to receive some advance guidance regarding the likely relative severity of a developing flooding event, to assist them with the management of stock, river pumps etc.

ODC actively monitors rainfall data and the levels of the Waipa and Mangapu Rivers during severe rainfall events to maintain awareness of any potential risks to the Otorohanga community, with associated predictions of what peak river levels may be at the town. Suggestions have been made that the results of such analysis might also be of use to rural property owners.

Peak levels of rivers are dependent on complex interactions of multiple factors, and caution must be exercised in attempting to predict them. Changing forms and gradients of different sections of a particular river can also mean that whilst a heavy rainfall event may cause the river to rise a certain amount at one particular location, at another location the extent of rise of the same river can be quite different.

For this reason broad statements such as 'the peak level of the Waipa River will be 4 metres above normal' cannot be made without reference to particular locations where good data is available, and the only such locations are currently at the SH31 bridge and at the WRC gauging station upstream of Otewa.

Despite this it is however believed that some rough guidance on the relative severity of a forthcoming flooding event could be made available to the community (and riverside property owners in particular) in the form of a simple 'River Level Index' which reflects, in percentage terms, the relative level of the Waipa River at the Otewa gauging station of Waikato Regional Council.

The corresponding river levels for 10% increments of this proposed index are shown in the table below.

Otewa Gauge Level (m)	River Level Index
75.4	0%
75.9	10%
76.4	20%
76.9	30%
77.4	40%
78.0	50%
78.5	60%
79.0	70%
79.5	80%
80.0	90%
80.5	100%

On this scale 0% corresponds with the lowest level that has been previously recorded at that site, and 100% represents the approximate (extremely high) level of the river that might correspond with the maximum capacity of the Otorohanga stop banks.

It is stressed that this percentage represents the level of the river within this expected range, not the quantity of water flowing.

On this scale the highest level of the river at Otewa that has been recorded at the Otewa gauge (which was 79.4m in February 2004) would correspond with a River Level Index of 78%.

It is suggested that on every instance where the Otewa gauge level looks likely to rise above 77.4m the River Level Index for the forecast peak level is communicated to the community via social media.

For example a message might have been given to the community during the minor floods in early April that *'the Waipa River is forecast to peak with a River Level Index of 45%'*. Such a percentage would have indicated that the flood was only relatively minor.

Over time people can become familiar with what the relative Index Levels may mean for their properties, and what sort of actions they would need to take in response.

Whilst the index is not a precise tool (it is an indicator only) and reflects only the level of the Waipa River, it might however also assist people near to the other larger streams in the district to get a sense of how major a flooding event they may be facing.

**Dave Clibbery**  
**CHIEF EXECUTIVE**

**ITEM 61 FEES AND CHARGES 2017/18**

**To: His Worship the Mayor & Councillors  
Otorohanga District Council**

**From: Finance & Administration Manager**

**Date: 16 May 2017**

**Relevant Community Outcomes**

- Ensure services and facilities meet the needs of the Community
- Foster an involved and engaged Community

**Executive Summary**

Changes to the fees and charges as requested by staff are presented for the approval of Council.

**Staff Recommendation**

It is recommended:

That Council adopts the new fees and charges as outlined in the report, effective 1 July 2017.

**Report Discussion**

As part of the Annual Plan process, staff review fees and charges and make changes as required. For the year beginning 1 July 2017 the following changes have been identified. Previous years fees provided for information purposes.

All figures include GST unless otherwise stated

	2016/17	2017/18	Reason for change
<b>Temporary Road Closure Costs</b>			
Other Events – Unsealed Roads (Rally's, Hill Climbs, Car Testing, Cycle Races etc.)	Application Fee \$400.00	\$500.00	Better reflects increased costs associated with processing applications.
<b>Kawhia Water Connection Charges</b>			
Installation of Water Meter to existing connection for Kawhia Peak Season Metered Water Charge	\$250.00	\$350.00	Better reflect actual costs of installing meter.
<b>Amusement Devices</b>			
Permit Fees – First Device (first 7 days)	\$11.25	\$11.50	Not updated when GST changed to 15%, updated to reflect prescribed fees in Amusement Devices Regulations 1978, section 11(6).
Permit fees – Each additional device (first 7 days)	\$2.50	\$2.30	
For each device for a further period of 7 days	-	\$1.15	

Given that the Swimming Pool contract and the Refuse and Recycling contracts are up for renewal, it has been decided to not amend the fees for those activities at this time, so as to not influence potential contractors in any way. Once these contracts are let, Council can set new fees in consultation with the contractors under the power of general competence in Section 12 of the Local Government Act 2002.

**G Bunn**  
**FINANCE & ADMINISTRATION MANAGER**

**ITEM 62**                    **DRAFT ANNUAL PLAN 2017/18**

**To:**                        **His Worship the Mayor & Councillors  
Otorohanga District Council**

**From:**                    **Finance & Administration Manager**

**Date:**                    **16 May 2017**

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### **Relevant Community Outcomes**

- The Otorohanga District is a safe place to live
  - Ensure services and facilities meet the needs of the Community
  - Provide for the unique history and culture of the District
  - Promote the local economy and opportunities for sustainable economic development
  - Manage the natural and physical environment in a sustainable manner
  - Foster an involved and engaged Community
  - Protect the special character of our harbours and their catchments
  - Recognise the importance of the Districts rural character
- 

### **Executive Summary**

The Draft 2017/18 Annual Plan has been completed and provides all of the supporting information required under Local Government Act to support the Consultation Document.

### **Staff Recommendation**

It is recommended:

That the Draft 2017/18 Annual Plan be adopted

### **Report Discussion**

Changes to the Local Government Act, still see Council's completing a full Annual Plan, but this is to support the Consultation Document and will be available on Councils website should ratepayers require further information when making a submission.

The purpose of an annual plan is to—

- (a) contain the proposed annual budget and funding impact statement for the year to which the annual plan relates; and
- (b) identify any variation from the financial statements and funding impact statement included in the local authority's long-term plan in respect of the year; and
- (c) provide integrated decision making and co-ordination of the resources of the local authority; and
- (d) contribute to the accountability of the local authority to the community.

The 2017/18 Annual Plan is provided under separate cover

**G Bunn**  
**FINANCE & ADMINISTRATION MANAGER**

**ITEM 63                    ANNUAL PLAN CONSULTATION DOCUMENT**

**To:                            His Worship the Mayor & Councillors  
                                  Otorohanga District Council**

**From:                        Finance & Administration Manager**

**Date:                        16 May 2017**

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**Relevant Community Outcomes**

- The Otorohanga District is a safe place to live
  - Ensure services and facilities meet the needs of the Community
  - Provide for the unique history and culture of the District
  - Promote the local economy and opportunities for sustainable economic development
  - Manage the natural and physical environment in a sustainable manner
  - Foster an involved and engaged Community
  - Protect the special character of our harbours and their catchments
  - Recognise the importance of the Districts rural character
- 

**Executive Summary**

The Annual Plan 2017/18 Consultation Document is attached for approval by Council before being circulated for Public Submission.

**Staff Recommendation**

It is recommended:

That the Annual Plan 2017/18 Consultation Document be adopted and be circulated for Public Consultation.

**Report Discussion**

Section 95A of the Local Government sets out the purpose of the Consultation Document for the Long-Term Plan.

The purpose of the consultation document under section 82A(3) is to provide a basis for effective public participation in decision-making processes relating to the activities to be undertaken by the local authority in the coming year, and the effects of those activities on costs and funding, as proposed for inclusion in the annual plan, by—

- (a) identifying significant or material differences between the proposed annual plan and the content of the long-term plan for the financial year to which the annual plan relates; and
- (b) explaining the matters in paragraph (a) in a way that can be readily understood by interested or affected people; and
- (c) informing discussions between the local authority and its communities about the matters in paragraph (a).

It is proposed that the Consultation Document will be available from 17<sup>th</sup> May and submissions will close on the 12<sup>th</sup> June and heard at the Council meeting of 20<sup>th</sup> June. The Consultation Document will be available on Council's website along with the full draft of the 2017/18 Annual Plan, which includes all supporting information, financial statements, and performance measures for the 2017/18 year.

**G Bunn**  
**FINANCE & ADMINISTRATION MANAGER**

**ITEM 64                    DIRECT REFERRAL FOR WAIKERIA PRISON EXPANSION**

**To:**                    **His Worship the Mayor & Councillors  
Otorohanga District Council**

**From:**                **Environmental Services Manager**

**Date:**                **16 May 2017**

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**Relevant Community Outcomes**

- Manage the natural and physical environment in a sustainable manner
  - Protect the special character of our harbours and their catchments
  - Recognise the importance of the Districts rural character
- 

**Executive Summary**

The Department of Corrections on behalf of the Minister has requested that the Notice of Requirement to expand the capacity of Waikeria Prison from 1250 to a maximum inmate capacity of 3000, be heard and decided before the Environment Court.

**Staff Recommendation**

It is recommended that:

1. The Report from the Environmental Services Manager be received and,
2. Pursuant to section 198C(5) Resource Management Act 1991, Otorohanga District Council approves the request from the Minister of Corrections to refer the Notice of Requirement to expand the capacity of Waikeria Prison from 1250 to a maximum inmate capacity of 3000 to the Environment Court for a decision.

**Report Discussion**

The Resource Management Act 1991 ('RMA') provides for a process whereby a notice of requirement is referred directly to the Environment Court for determination. This effectively by-passes the Council hearing and decision stage and the Environment Court makes a decision, rather than the requiring authority who ordinarily would make the decision following a recommendation from a territorial authority.

The process is set out in sections 198A to 198G for a notice of requirement under section 168. The proposed expansion of the Waikeria Prison falls within this category.

The process streamlines decision making if an application or notice of requirement is of a large scale, is complex, or is contentious. It is intended to save time and cost.

The notice of requirement was lodged on 10 April 2017 and was subsequently notified on 27 April 2017. A formal request for direct referral was received on 28 April 2017, signed by Craig Plim, the director of property for the Department of Corrections.

Council has 15 working days to issue a decision on that request after receipt of request (section 198C(5)). It is noted that no submitter has a right to be heard by Council on a request.

Council may decline the request and the requiring authority may object to this decision under section 357(8).

If Council grants the request for direct referral, it must continue to process the requirement and must comply with sub-sections (3) to (7) under section 198D of the RMA. The requirements in sub-sections (3) to (7) include the following:

That the territorial authority must prepare a report on the requirement within the period that ends 20 working days after the date on which the period for submissions on the requirement closes, or the period that ends 20 working days after the date on which the territorial authority decides to grant the request – whichever is longer.

The report must address issues that are set out in section 171 of the RMA to the extent that they are relevant to the requirement.

Suggest conditions that it considers should be imposed if the Environment Court confirms the requirement (with or without modifications) and provide a summary of submissions received.

As soon as the report is prepared, the territorial authority must provide a copy to the requiring authority and every person who made a submission on the requirement.

The territorial authority must ensure that it provides reasonable assistance to the Environment Court in relation to any matters raised in their authority's report.

In providing that assistance, the territorial authority –

- a. Is a party to the proceedings; and
- b. Must be available to attend hearings to –
  - i. Discuss or clarify any matter in its report;
  - ii. Give evidence about its report;
  - iii. Discuss submissions received and address issues raised by the submissions;
  - iv. Provide any other relevant information requested by the Court.

In essence, the Council's role is that of a party to the Court proceedings and will prepare evidence in support of its report under section 198D and participate fully in the hearing.

The Department of Corrections must file and serve a notice of motion and supporting affidavits with the Court within 15 working days of receiving the Council report (section 198E(2)).

Council will be served with a copy of the notice of motion and affidavits by the Department of Corrections. As soon as Council is served with those documents, it must, without delay, provide the Environment Court with the following:

- i. The requirement to which the notice of motion relates; and
- ii. The authority's report on the requirement; and
- iii. All the submissions on the requirement that the authority received; and
- iv. All the information and reports on the requirement that the authority was supplied with.

Section 274 applies to the notice of motion, which means that any person who made a submission to Council on the requirement and wishes to be heard on the matter must give notice to the Court that it wishes to be a party to the proceeding, and do so in accordance with section 274.

The notice of requirement then becomes a matter for the Court to determine under section 198E(6) which sets out the Court's responsibilities. In summary, the Court must have regard to the matters set out in

section 171(1) as if it were a territorial authority. It may cancel the requirement, or confirm the requirement, or confirm the requirement but modify it or impose conditions on it as the Court thinks fit.

The Court may also waive the requirement for an outline plan to be submitted under section 176A. However, whether this is appropriate is a matter for the Court to consider.

Council will have some residual powers despite the notice of requirement being determined by the Environment Court. These are set out in section 198F which states that the territorial authority would have dealt with the requirement had the Environment Court not done so under section 198E, has all the functions, duties, and powers in relation to the designation or heritage order resulting from the requirement as if it had dealt with the requirement itself.

Appeals following the determination by the Environment Court are to the High Court and on points of law only.

### **Costs**

The cost to Council of participating in the process may be recovered under section 36 and under section 285 with respect to the Environment Court process.

Ordinarily, Council would be obliged to make an application for costs under section 285 of the RMA following determination by the Court in order to recoup its costs in being a participant in the process.

Examples of cases which have addressed the question of costs in relation to direct referral processes for resource consent matters indicate that the Court has awarded costs to the Council in those processes.

To date, the Department of Corrections has advised through its counsel that it is prepared to meet Council's costs in relation to its role in assisting the Environment Court in a direct referral process. Whether a formal application under section 285 of the RMA would be necessary should the matter be directly referred is a matter of process which can be addressed at the appropriate time.

**A R Loe**  
**ENVIRONMENTAL SERVICES MANAGER**

**ITEM 65 PLANNING REPORT FOR JANUARY TO MARCH 2017**

**To:** His Worship the Mayor & Councillors  
Otorohanga District Council

**From:** Environmental Services Manager

**Date:** 16 May 2017

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**Relevant Community Outcomes**

- Manage the natural and physical environment in a sustainable manner
  - Protect the special character of our harbours and their catchments
  - Recognise the importance of the Districts rural character
- 

**Executive Summary**

Reporting on Resource Consents granted under Delegated Authority for the period 1 January to 31 March 2017.

**Staff Recommendation**

It is recommended that:

The Planning Report for January to March 2017 be received.

**Consent Decisions**

During this quarter 16 consents (12 Land use, 4 Subdivision) were granted under Delegated Authority as set out in the table below. These approvals compare with 20 (11 Land Use, 9 Subdivision) granted in the same period last year.

**Decisions by Ward**

	<b>Land Use</b>	<b>Subdivision</b>
Wharepuhunga	2	0
Kio Kio Korakonui	2	0
Waipa	1	1
Otorohanga	3	2
Kawhia Tihiroa	4	1
<b>Total</b>	<b>12</b>	<b>4</b>

**AR Loe**  
**ENVIRONMENTAL SERVICES MANAGER**

**Attachments**

- a. Resource Consent Decisions made under Delegated Authority January to March 2017  
Resource Consent Decisions - 1/01/2017 to 31/03/2017

No Applicant/Location/Proposal O/S Decision

- 
- 160037 Otorohanga District Council LDE PS GDA 5/01/17  
Kahorekau Road - Outline Plan of Works, Water Storage Reservoir
- 160067 Otorohanga District Council LDE ARL GDA 5/01/17  
Kahorekau Road - Minor alteration of Designation D100 - Arohena Rural Water Supply
- 160085 Cumpstone Rentals Limited LU PS GDA 10/01/17  
45 Phillips Avenue- Site a second dwelling on a section in the Urban Services Area
- 160086 PW Craig LU PS GDA 13/01/17  
36 Fairchild Street - Build a Garage within the 3 metre wide Other yard
- 170001 SJ and AJ McKelvy LU PS GDA 31/01/17  
163A Ngahape Road - Retrospective consent for earthworks to form a building platform.
- 170004 D Blair LU PS GDA 1/02/17  
25 Thomson Avenue - Earthworks in the Urban services Area
- 170002 Ings Jenkins Family Trust LU PS GDA 8/02/17  
289 Pekanui Road - Site an additional dwelling on a rural property.
- 170003 BD Aymes LU PS GDA 27/02/17  
750 Mangaorong Road - Build a Dwelling and Shed within the 15 metre wide Other Yard.
- 170005 JM Wackrow LU PS GDA 27/02/17  
1008 Te Kawa Road - Site a dwelling within the 15 metre wide other yard
- 170006 J Ogilvie LU PS GDA 8/03/17  
450 Lawton Drive - Build a garage within 100 metres of a registered archaeological site.
- 170007 Andrew Shaw Family Trust LU GDA 9/03/17  
39 Lake Road - Dwelling sited within a Site of Significance - NH26
- 170009 Classic Builders Ltd LU GDA 15/03/17  
27 Thomson Avenue - Construct a dwelling in the Urban Services Area

**Total for Landuse 12 consents**

- 160088 KJ & RJ Prescott SB ARL GDA 18/01/17  
51 Main North Road - Create one Additional Lot
- 160089 Naumai Farm Limited SB ARL GDA 18/01/17  
120 Pamotumotu Road - Create one additional lot and Boundary Relocation.
- 160091 AR & AR Coombe SB OP GDA 3/02/17  
1 Old Te Kuiti Road - Create one additional lot.
- 170008 WE & MD Ferguson Family Trust SB GDA 14/03/17  
331/333 Ouruwhero Road - Create one additional lot

**Total for Subdivision 4 consents**

**ITEM 66 ENVIRONMENTAL HEALTH OFFICER/LIQUOR LICENSING INSPECTOR'S REPORT FOR JANUARY- MARCH 2017**

**To:** His Worship the Mayor and Councillors  
Otorohanga District Council

**From:** Environmental Health Officer / Licensing Inspector

**Date:** 26 April 2017

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**Relevant Community Outcomes**

- The Otorohanga District is a safe place to live
  - Ensure services and facilities meet the needs of the Community
  - Promote the local economy and opportunities for sustainable economic development
  - Manage the natural and physical environment in a sustainable manner
- 

**Executive Summary**

The Environmental Health Officer and Licensing Inspector's report for the period January to March 2017.

**Staff Recommendation**

It is recommended that:

The Environmental Health Officer and Licensing Inspector's report for January to March 2017 be received.

**Report Discussion**

**Sale and Supply of Alcohol Act 2012**

A quarterly collaboration meeting took place between Otorohanga District Council, Waitomo District Council, Waipa District Council, and Waikato District Health Board on 15 February 2017 at Waipa District Council office in Cambridge. The NZ Police and NZ Fire Authority were unable to attend.

This meeting satisfies the requirements of s.295 Sale and Supply of Alcohol Act 2012 under which reporting agencies have a duty to collaborate.

No concerns were raised and no complaints received regarding licenced premises operating in the Otorohanga District.

**Liquor Licensing Statistics**

• On Licences	New	0
	Renewals	0
• Off Licences	New	0
	Renewals	0
• Club Licences	New	0
	Renewals	1
• Managers certificates	New	1
	Renewals	4
• Special licences		12
• Temporary Licences		1

## **The Food Act 2014**

The new Food Act 2014 came into effect on 1 March 2016.

Food premises with on-licences were the first type of businesses to transition with the requirement to register before 1 March 2017. All affected businesses are now registered and are currently undergoing their food safety verification.

Compliance is recognised as being more onerous than the previous legislation but it is pleasing to note that all of these operators are keen to progress with their plans and are contacting Council when they need additional guidance.

Other food service premises such as cafes, restaurants, takeaways etc. will require to transition by 1 March 2018. All the remaining premises e.g. food retailers, will remain registered under the Food Hygiene Regulations 1974 until 2019 unless they elect to register under the new regime.

There was one hygiene complaint received this quarter regarding a food business in the district. The premises were visited and the operator advised. A subsequent visit confirmed the business was operating in a compliant manner.

## **Resource Management Act 1990**

### **Noise**

No complaints received this quarter resulted in equipment seizure.

## **The Health Act 1956**

There was one public health complaint received by an owner/occupier regarding a 'faecal' type odour around a residence.

Investigation did not identify the cause and no neighbour complaints were received. General advice given regarding the emptying and inspection of the septic tank was given. No further complaints were received.

There was one dust complaint from a commercial property regarding the activities of a neighbour. The area was cleaned up and there has been no recurrence.



**Mary Fernandez**

**ENVIRONMENTAL HEALTH OFFICER / LICENSING INSPECTOR**

**ITEM 67                    ROUTINE ENGINEERING REPORT – FEBRUARY TO APRIL 2017**

**To:**                    **His Worship the Mayor and Councillors  
Otorohanga District Council**

**From:**                **Engineering Manager**

**Date:**                **16 May 2017**

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**Relevant Community Outcomes**

- The Otorohanga District is a safe place to live
  - Ensure services and facilities meet the needs of the Community
- 

**Executive Summary**

This is a routine report on engineering matters for the period February to April 2017.

**Staff Recommendation**

It is recommended that the report be received.

**ROADING**

**Report Discussion**

**Contract 963 Roads Maintenance  
(Inframax Construction)**

Over the last three months we have experienced three extreme storm events. Considering the amount of rain that fell during these events, damage to roads was minimal. Flooding closed four roads for one night in early April and six roads were closed for a matter of hours in early March.

Over this same period of time thirteen roads have been temporarily closed due to blown tree debris or fallen trees, three roads closed completely by slips with the largest being approximately 1000m<sup>3</sup> on Morrison Road, taking four days to remove completely. There is currently an issue with the second causeway on Morrison Road, which was flooded in early April, due to the amount of rain draining into the swamp and the whole swamp and wetland becoming mobile and moving 150 to 200m toward the Aotea estuary. An area above the causeway which was tidal, and below the road is now 1 to 1.5m above the road and no longer tidal.

Generally though all roads are in good condition. Inframax our maintenance contractor performed well during this period and the good work done on ensuring culverts and water tables are clear has resulted in relatively minor damage and a continued good level of service.

Sealed roads stabilisation of failures has been completed for the year, with pre-reseal repairs for next year's reseal program also completed. (Continued good practice to be a year ahead with this work.)

Unsealed roads throughout the district are in good condition, there are a few potholes on some roads, due to wet weather but these will mostly be repaired over the next month, with a round of grading to take place as well.

All roads in the west of the district which were bulk metalled last year are in very good condition, with a few corrugations starting to show through, but these will also be dealt with in the coming grading round.

Roadside spraying of water tables and roadside drains has been undertaken and also roadside mowing has been completed for the season.

We are currently monitoring Kaimango Road on a regular basis due to the logging and roading operations underway at the 9km area of this road. We have been advised that there will be around 68,000 tonnes of timber harvested in this six month operation. There are also logging operations underway on Ranginui Road, with less impact as the bulk of the road being used is sealed.

The annual maize harvest is currently underway with swathes of mud and debris being deposited on roads around the district by large tractor and trailer units hauling out of wet paddocks and unmetalled muddy entranceways.

KOBM trial areas are all performing well, with the first areas now seven months into the trial. Monitoring is still being undertaken on a monthly basis with test results at good levels.

**Contract 981 Pavement Marking  
(Road Runner Markers)**

The annual road marking programme has been completed, with all reseals and Rangiatea Rd being completed.

The next annual remark of the entire network is scheduled for November.

**Contract 982 Street Lighting  
(The Lines Company)**

This Contract is progressing without any issues. Council has requested a three month extension to the existing contract to align with the commencement of new LED Contract. We are still awaiting a reply.

**Contract 1007 AWPT  
(Inframax Construction)**

These works are currently under a maintenance period.

**Contract 1009 LED Street Light Upgrade**

A draft tender specification has been written based on the layout design provided by Opus. A timeline for the tender to be reviewed and the tender process is being developed, with Construction being scheduled to start 1 November 2017.

**Contract 980 & 1016 2<sup>ND</sup> Coat and Reseals 14/15 & 15/16  
(Higgins Construction)**

All works have been completed for the 2016/17 construction season. Some small elements of remedial work on the 2014/15 and 2015/16 work are under scrutiny and we are working with the Contractor to have the ongoing issues resolved.

**Contract 1028 Maintenance Metalling 2015/17  
(Inframax Construction)**

The next separable portion to this contract will commence 1 July 2017.

## **PROJECT AND DESIGN**

### **C1010 – Ouruwhero Road Sealed Smoothing RP 7.88 to 9.68 (Inframax Construction)**

Inframax Construction Limited has almost completed physical works on this contract. A practical completion certificate is yet to be issued and three months after this Defects Liability will be released. A final claim has not been completed, or agreed. However, the latest forecast shows that despite the unforeseen ground conditions the costs will only exceed the budget by some 2.5%.

### **C1026 – Mangaorongo Sealed Smoothing RP 0.03 to 6.26**

An initial design for this project has been completed and consultation with landowners has been commenced. All responses to the consultation to date have been extremely positive and easily resolved. It is expected that the physical works for this contract will be very similar to the construction project undertaken on Rangiatea Road last year.

It is expected that this contract will go to tender before the end of the current financial year. To be constructed during the summer of 2017/18. It is anticipated that the size of the works and the early tendering will lead to more competitive prices being obtained.

### **C1041 - Flood Damage Repairs 2016/17**

Works will not be completed this financial year due to budget restrictions and may be considered next year.

### **C1046 – Honikiwi Road Remedial Repairs RP 1650 to RP 1949**

This contract for both the retaining wall construction, earthworks and road realignment was tendered via tenderlink and advertised in local newspapers. One tender was received from Inframax Construction Limited, which was considerably higher than the Engineers Estimate.

It is apparent that the requirement to undertake these works in the winter period to 30 June 2017 created additional risk to the contract which was reflected in the Contractors Tender prices. Therefore the Tender Awarding Committee decided not to award this contract at this time.

### **C1044 – Honikiwi Road Wall Construction RP 1650 to RP 1949**

Due to Contract 1046 above not being awarded, it was decided to split the contract into two stages. Contract 1044 for the retaining wall has been re-tendered and this will close on 8 May.

The road section will be re-tendered shortly with a construction time during the summer months when it is hoped more competitive tender prices will be received.

### **C1049 - Bridge Painting**

This contract will be for a three year period commencing 2017/18. There are 87 bridges in total included in this contract and a third of the bridges will be painted each year.

The works involve cleaning and cosmetic painting of the handrails, end blocks and kerb blocks.

Tenders will be called for before the end of the financial year.

## **Otorohanga Flood Protection Stopbanks (R & L Drainage)**

R & L Drainage have undertaken repairs to the stopbanks structure. 14 bullholes and 1 trough depression have been repaired and reinstated. These areas have been fenced to allow grass growth before being opened to grazing stock again. One section of contouring to the flood plain area close to Waipa Esplanade is still to be completed. It was considered too risky to undertake this repair during the recent cyclone events when flooding of the Waipa River was expected.

Payment will be made for these repairs once the final repair has been undertaken.

## **C1032 - Kahorekau Reservoir Upgrade (Applied Engineering Ltd / Tasman Tanks Ltd)**

Applied Engineering has completed their contract. We are completing the final claim for this contract and will shortly be issuing the Practical Completion Certificate.

Tasman Tanks have installed the new reservoir tank and this has been filled and tested by the Water Services Team.

This asset has now been passed to the Services Team to commission and use.

## **WATER AND COMMUNITY SERVICES**

### **Kawhia Community Water Supply**

Recently Services forwarded to four local contractors a request for expression of interest for the water main renewal in Pouewe Street, Kawhia.

Of the two responses received by Council, Waipa Plumbing and Gas provided a quote that was within Council's approved capital works budget for this fiscal year.

Griffith Directional Drillers have been utilised to assist Waipa Plumbing with the Pouewe Street water main renewal. They drilled approximately 300m of MDPE 125mm water main to later run laterals from, to service properties on Pouewe Street. Waipa Plumbing are in Kawhia now and are about to complete this works.

The Griffith drilling component of the Pouewe Street works cost to Council in round figures \$20,000.00 plus GST. Waipa Plumbing and Gas invoice for the water main renewal exercise on Pouewe Street should be about \$15,000.00 plus GST. Kawhia Fire Station received a new fire hydrant connection.

Services recently deployed a specialist to construct on site safety rails and gantry to be attached to the clarifier and sand filter at the water treatment plant. During construction of the gantry it was discovered that the cementous concrete clarifier tank had a wall thickness of only 10mm in places, as opposed to 50 to 70mm and is nearing the end of its useful life.

So the works associated with the safety railing/gantry works is partially incomplete, pending the replacement of the clarifier tank with a more suitable tank. Services will source quotes and update asset management plans accordingly.

### **Budget and Actuals**

In summary the overall budget for the Kawhia water supply is currently tracking under budget.

### **Arohena Rural Water Supply**

For all three water take site, Services will be procuring 1 x chlorine remote monitoring device per site that can be monitored through the existing SCADA program.

Services will carry out an assessment by way of condition rating of the reticulation network for incorporation in to the Asset Management Plan.

### **Huirimu**

Operational/maintenance business as usual.

### **Kahorekau**

The reservoir upgrade is physically now complete. Calibre Engineering recently visited the site as part of the PS4 process and will now forward the compliance assessment to the Building Department, that will

trigger Building Certification. In the meantime the new reservoir is in operation and the reticulation is now fully charged.

#### Taupaki

The chlorination of the plant is now completed and the reticulation is now chlorinated.

#### Budget/Actuals

Sundry renewals are some \$13,000 over budget in so much that \$6,000 was spent upgrading the Taupaki water treatment plant to be compliant ready for chlorination, and a further \$18,000 was consumed upgrading the treatment plant to chlorination. Neither of these items were previously budgeted for.

Other capital renewals collectively are slightly over budget. \$13,000 of this money was spent on upgrading the high lift pump at Huirimu and was not a budgeted item. \$13,400 was used to upgrade the Huirimu pump station failing galvanised pipes. This was a carryover.

It is likely that income will be less than budgeted due to an exceptionally wet summer.

### **Ranginui Rural Water Supply**

No capital works to report for this period.

#### Budget/Actuals

A summary review of the ledger for this end of the financial year does not reveal any areas of concern when the figures are compared to previous years. The budget for this year was based on a stock water only supply and this has not been completed yet.

### **Tihiroa Rural Water Supply**

No capital works were completed in this reporting period as per directive from the Committee.

Daily operational maintenance is ongoing and undertaken in conjunction with reactive repair works.

The plant will need a new clarifier roof, which is in the throes of being procured, a remote chlorination monitoring unit, and refurbishment of the existing sand filter.

#### Budget/Actuals

A summary review of the ledger for this end of the financial year does not reveal any areas of concern, other than the likely reduction in income due to the wet summer. Capital works are still on hold and will again be carried over into next year when it is likely that significant capital works will be undertaken.

### **Otorohanga/Waipā Water Supply/Plant**

Recently Otorohanga District Council sought prices from suitably qualified companies/sole traders for the installation of water meters to the remaining unmetered town site commercial properties. As a result, Allen's United were awarded the job of installation of commercial property water meters within the Otorohanga town site. Works commence early June 2017 and will span over ten days.

All the residential properties within the town site are now metered.

#### C1039 Otorohanga Reservoir Upgrade

Works will be undertaken by Applied Engineering Ltd at a cost of \$188,320.00 + GST. The project will be undertaken from now, with completion in early July 2017. Manga Roach is the Engineers Representative.

Recently Services forwarded to four Local Contractors a request for expression of interest for the water main renewal in Domain Drive. Of the two responses received by Council, none of the responses were within the approved capital works budget.

Services deployed Griffith Directional Drilling to install 740m of MDPE 125mm water main in the verge from the intersection of Kakamutu Road and Domain Drive, along Domain Drive, past Sango Crescent to the intersection of Domain Drive and Gradara Avenue, at a cost of \$49,000.00 + GST.

Waipā Plumbing and Gas will undertake the second phase of the Domain Drive water main renewal, which is to connect the new water main to the new water meter boxes. Expected cost for this segment of works is about \$40,000.00 + GST, including supervision. Works to be completed before the end of the fiscal year.

Earlier there was mention of Services seeking expressions of interests for the Domain Drive water main renewal and how none of the responses received were within Council approved budget limit. It's worth noting that the Allen's United submission was for \$132,000.00 + GST. Also a spokesman for Allen's remarked that the prospect of underground drilling of pipes in this instance was not preferable noting that coiled ducts were difficult to work with.

#### Budget/Actuals

In summary the overall costs for the Otorohanga plant, reticulation and Waipa water supply is currently tracking on, or slightly under budget. However, it is anticipated that income will be down due to the wet summer. Meter reading is currently under way.

#### Ministry of Health Compliance 2015/16

Ministry of Health Compliance Reports have now been received for the 2015/16 period. Overall results were as expected, as we are aware that our water plants do not have the technology to comply with the turbidity requirements of the drinking water standards. As a result of this no log credits were achieved for any of the plants. Protozoa compliance cannot be given for the Otorohanga plant when the turbidity is not consistently below 0.3 NTU for more than 5% of one month, not consistently below 0.5 NTU for more than 1% of one month, and turbidity exceeded 1.0 NTU's for more than a three minute period.

All E.coli tests were negative and all but two FACE (free available chlorine equivalent) tests were below the specified level. The two tests that failed were on the Otorohanga plant as a result of issues with the valves on the chlorine bottles. In both cases these were quickly identified and rectified. There were also some issues with the testing regime in that the minimum days of the week were not met for turbidity testing on the third quarter for Otorohanga and over Christmas for Kawhia when the population increases to above 500 people.

Under the category of assessment of compliance with duties of drinking-water suppliers under the Health Act 1956 for all plants, except the Otorohanga Plant, all duties were met. The Otorohanga plant met all duties except that the Public Health Risk Management Plan, now referred to as a Water Safety Plan, remains in force for five years after approval and this time frame had lapsed. An updated Water Safety Plan has been reviewed by WDHB and some minor amendments are required, which are being incorporated prior to final approval.

Full compliance was achieved on all the distribution zones, except Kawhia, due to insufficient testing during the Christmas holiday period.

BECA are currently completing a review of the Arohena and Tihiroa Schemes to identify what is required so these plants can comply with the new higher drinking water standards for rural water schemes. This report will also include budgets for such improvements.

#### **Otorohanga Sewerage Treatment**

Nothing to report

#### Resource Consents

Waikato Regional Council have award a 'Continued High Level of Compliance' in a recent assessment report.

#### Budget/Actuals

A summary review of the ledger does reveal some areas of concern. Operating budgets are some \$7,000 over budget, due mainly to higher than estimated electricity costs. Maintenance costs are likely to be some \$20,000 over budget for the year due to essential repairs of the main sewer line in Main North Road, costing \$25,000, carried out in September last year.

Operating income is tracking \$22,700 above budget, which will off-set the majority of the costs above budget.

## **Otorohanga Community Stormwater Drainage/Flood Protection**

Otewa Road Flood Station outlet pipe has been replaced using pipe bursting technology.

The Lines Co. is pole mounting the transformers that share the flood station buildings, thus vacating the Council owned buildings.

### Resource Consents

Services have completed the tasks assigned from the recent Waikato Regional Council 4Sight Consulting safety audit at a cost of about \$36,000, which will be funded by WRC. Grant Blackie, Waipa Zone Manager from WRC, in responding to a cost recovery inquiry stated the following: *It's not so much 'grant assistance' we are providing but provision of rates dollars we collect for a specified purpose in maintenance/renewal of flood management assets.*

A price has been received to ready the flood stations to receive generator power; all three flood stations combined will cost \$31,000 + GST. The need for this was highlighted during the recent flood events when the pumps were running. If the power had gone down the pumps would no longer run, which is an unacceptable risk.

Following an audit of the annual stormwater discharge resource consent, the report by Trisha Simonson of WRC deemed Council to be in full compliance.

### Budgets/Actuals

A summary review of the ledger for this end of the financial year does not reveal any areas of concern.

## **OTOROHANGA DISTRICT COMMUNITY PARKS & RESERVES**

Community services have been very much business and usual over the last three months. The parks and reserves are looking good, the swimming pool complex continues to provide an acceptable level of service, as do the public conveniences.

### **Lake Huiputea Wetlands**

The associated works with this project is ongoing and will carry over into the 2016/17 for final completion. Downer has been deployed to carryout a lot of the landscaping and release works.

### **Aotea Seawall**

A recent survey of the Aotea Seawall identified an area approximately 300m long which will require maintenance work to restack the rock wall. It was decided that as there was no immediate danger of failure and that the work could take place next summer.

### **Refuse and Recycling**

The tender for the refuse and recycling contract C1040 closed on 27 April and one tender was received from Envirowaste Services Limited. The tendered price of \$918,228 (for three years) was significantly under the Engineer's estimate of \$1,047,000 and long term plan budget of \$1,087,164, a saving of \$168,936. The Contract Awarding Committee approved the awarding of the contract to Envirowaste and this is in effect a continuation of the same contractor, offering an improved level of service without a price increase.

### **Budget/Actuals**

Overall budgets for this department are tracking well for the year, with no significant cost overruns to date (with the exception of the repairs to the Kaora Track retaining wall in Kawhia, which was completed in July 2016 at a cost of \$22,962 with no corresponding budget.)

**Roger Brady**  
**ENGINEERING MANAGER**

**ITEM 68                    ANIMAL CONTROL OFFICERS REPORT FOR JANUARY TO MARCH 2017**

**To:                            His Worship the Mayor & Councillors  
                                  Otorohanga District Council**

**From:                        Environmental Services Manager**

**Date:                        16 May 2017**

**Relevant Community Outcomes**

- The Otorohanga District is a safe place to live
  - Ensure services and facilities meet the needs of the Community
  - Recognise the importance of the Districts rural character
- 

**Executive Summary**

A report from the Environmental Services Manager on Dog and Animal Control activities in the District for the period January to March 2017.

**Staff Recommendation**

It is recommended that:

The Environmental Services Manager's report on Dog and Animal Control for January to March 2017 be received.

**Report Discussion**

	<b>January</b>	<b>February</b>	<b>March</b>
1. No. of Registration Notices issued	7	8	8
2. No. of Property visits for Registration Checks - Rural	23	18	12
3. No. of Property visits for Registration Checks – Urban	24	33	40
4. No. of Property visits for SOS	2	1	2
5. No. of Property visits for Two Dog Permit	1	0	1
6. No. of Complaints – Dogs Actioned	27	29	31
7. No. of Complaints – Stock Actioned	9	4	10
8. No. of Street Patrols Night – Otorohanga	4	4	5
9. No. of Street Patrols Day – Otorohanga/Kawhia	38	40	51
10. No. of Enquiries – Registration/Dog Control/General	25	30	41
11. No. of Dogs Impounded	12	10	14
12. No. of Stock Impounded	0	2	0
13. No. of Written Warnings – Dog Infringement Notices	14	15	14
14. No. of Infringement Notices Issued	4	4	1
15. No. of Verbal Warnings – Dog Control	5	5	4

**AR Loe**  
**ENVIRONMENTAL SERVICES MANAGER**

**ITEM 69            YOUTH INITIATIVES**

**To:**                    **His Worship the Mayor and Councillors  
Otorohanga District Council**

**From:**                **Otorohanga Community Board Member – Peter Coventry**

**Date:**                **16 May 2017**

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**Relevant Community Outcomes**

- The Otorohanga District is a safe place to live.
- Ensure services and facilities meet the needs of the Community

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**Executive Summary**

Otorohanga Community Board Member Mr Peter Coventry will make a presentation to Council on Youth Initiatives.

**Staff Recommendation**

Resolved that the Presentation by Mr Peter Coventry on Youth Initiatives be received.

**ITEM 70 ODC MATTERS REFERRED FROM 18 APRIL 2017**

**To: His Worship the Mayor and Councillors  
Otorohanga District Council**

**From: Governance Supervisor**

**Date: 16 May 2017**

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**Executive Summary**

**COUNCIL**

**21 March 2017**

- i) To consider options for Council representation on the WDHB Consumer Council Group, at the appropriate time.

**MAYOR**

**18 April 2017**

- i) To investigate what/who is available to assure Council of the Waikato District Health Board's ability to deliver effective mental health services to the District's citizens.

**ENVIRONMENTAL SERVICES MANAGER**

**18 April 2017**

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

**CA Tutty**

**GOVERNANCE SUPERVISOR**

**GENERAL**

**MOTION TO EXCLUDE THE PUBLIC**

**Reason for Confidentiality**

	Grounds	Reason
	Section 48(1) of the Local Government Official Information and Meetings Act 1987, which permits the meeting to be closed to the public for business relating to the following grounds: -	Subject to sections 6, 8 and 17 of the Local Government Official Information Act 1987, the withholding of the information is necessary to:
	48(1a) That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.	7 (2b) Protect information where the making available of the information-  (ii) Would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.