



Otorohanga District Council

# MINUTES

22 JANUARY 2019

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 (Deputy Mayor)  
Mrs. A Williams

Meeting Secretary Mr. CA Tutty

# OTOROHANGA DISTRICT COUNCIL

22 January 2019

Minutes of an ordinary Meeting of the Otorohanga District Council held in the Council Chambers, 17 Maniapoto Street, Otorohanga on Tuesday 22 January 2019 commencing at 10.00am.

## MINUTES

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## **PRESENT**

Mr. MM Baxter (Mayor), Councillors RA Klos, K Christison, AJ Williams K Phillips and P.McConnell

## **IN ATTENDANCE**

Messrs, DC Clibbery (Chief Executive), A Loe (Environmental Services Manager), G Bunn (Corporate Services Manager), R Brady (Engineering Manager) CA Tutty (Governance Supervisor) and Ms T Ambury (Organisational & Community Development Manager)

## **APOLOGY**

Resolved that the apology received from Councillor D Pilkington be sustained.

## **His Worship / Councillor Williams**

His Worship declared the meeting open and welcomed those present. He said he hoped all members and staff had a good break and are looking forward to the 2019 year.

His Worship extended condolences to Councillor Pilkington on the recent passing of her mother in Australia.

His Worship informed members that this is the last Council meeting for the current Chief Executive Dave Clibbery. He said Mr. Clibbery has declined an official farewell function therefore a token of his appreciation will be given during today's luncheon.

## **OPENING PRAYER**

Councillor Klos read the Opening Prayer.

## **STAFFING MATTERS**

The Corporate Services Manager introduced newly appointed Customer Services Staff being Ms. C Dicks and Ms. N Martinsen and reported that they have replaced Mrs. J Morrissey and Mrs. J Kete, the latter is now working for Council's Environmental Services department.

The Corporate Services Manager said he is excited to have these members on-board and wished them well during their time with Council.

The Engineering Manager acknowledged the comments of the Corporate Services Manager.

The Engineering Manager then introduced Mr. Avanish Mudaliar who has taken over the position of Design Engineer within the Roding Department. The Engineering Manager reported that Mr. Mudaliar has a Civil Engineering degree and several years of Local Government experience.

His Worship welcomed the new staff members to Council and said it is great to have them on-board.

## **PUBLIC FORUM**

No members of the public were present.

## **ITEMS TO BE CONSIDERED IN GENERAL BUSINESS**

No items were identified to be considered in general business which may require a resolution.

### **CONFIRMATION OF MINUTES – OTOROHANGA DISTRICT COUNCIL – 11 DECEMBER 2018**

The Governance Supervisor informed members that Councillor R Johnson has been incorrectly recorded as being in attendance at the meeting as a staff member. He said this has been corrected.

**Resolved** that the Minutes of the meeting of the Otorohanga District Council held on 11 December 2018, as circulated, be approved as a true and correct record of that meeting and the resolutions contained within be adopted.

#### **His Worship / Councillor Johnson**

### **RECEIPT OF MINUTES – OTOROHANGA COMMUNITY BOARD – 6 DECEMBER 2018**

His Worship referred members to the Minutes of the Otorohanga Community Board meeting held on 6 December 2018.

**Resolved** that the Minutes of the meeting of the Otorohanga Community Board held on 6 December 2018 be received.

#### **Councillor McConnell / Councillor Christison**

### **RECEIPT OF MINUTES – KAWHIA COMMUNITY BOARD – 7 DECEMBER 2018**

His Worship referred members to Minutes of a meeting of the Kawhia Community Board held on 7 December 2018.

The Governance Supervisor informed members that the closing time of the meeting has been incorrectly recorded and should read 3.40pm. He said this will be corrected.

**Resolved** that the Minutes of the meeting of the Kawhia Community Board held on 7 December 2018 be received.

#### **Councillor Phillips / His Worship**

### **DECLARATION OF CONFLICTS OF INTEREST**

His Worship asked if members were aware of any conflicts of interest that may exist regarding items to be discussed at today's meeting.

No conflicts of interest were expressed.

### **ITEM 328 – REVISION OF ROAD IMPROVEMENT STRATEGY**

The Chief Executive summarised his report advising that changes are proposed to the program of major improvement works to be conducted on the District's road network.

The Chief Executive reported that road improvements have remained a very significant element of Council's activity and staff have continued to work towards the delivery of a very comprehensive 'aspirational' programme of major improvement works that was prepared many years ago, and most recently revised in 2009 / 2010 that prioritised improvements based on a ranking that combined a number of factors.

The Chief Executive suggested that the prioritisation of roads for seal extensions should take account of both the traditional technical criteria (as for example applied in development of the 2009 / 2010 improvement program) and the level of economic activity on that road, as reflected by rateable value.

The Chief Executive reported that an average annual local share expenditure of approximately \$200,000 per annum on seal extension works is probably sufficient to seal around one kilometre of road in typical circumstances. He said, in the interests of maximising cost efficiency it may in some cases be desirable to consolidate such expenditure over two years to conduct a larger scale project on a particular road to achieve economies of scale.

The Chief Executive stressed that such a program of particular roads is only a suggestion, that values are approximate and that further refinement may be required regarding which sections of road are to be sealed.

The Chief Executive advised that the approach suggested above would also result in an overall reduction of expenditure from Council's roading account, which might be used to constrain rates increases and / or address other funding needs.

Due to the proposed significant change the Chief Executive suggested that it would be appropriate to undertake some limited public consultation on the proposal, through placement of notices in the press and on social media.

His Worship queried with the Engineering Manager whether the proposal would have an effect on the current staffing situation.

The Engineering Manager replied that the proposal would have no effect on staff numbers however, in the future, may free up some staff time.

In reply to Councillor Johnson regarding what the sum of \$200,000 is based on the Chief Executive replied on the assumption that approximately 1 kilometre of seal extension could be carried out per year and the improvements to sealed roads particularly widening which would qualify for a further \$280,000 NZTA subsidy.

Councillor Johnson queried whether the sum of \$200,000 is enough.

The Chief Executive advised that this is only a discrepancy sum and will in the short term free up funding should the new Chief Executive wish to consider other items.

Councillor Klos said she should be grateful that a possible seal extension programme recognises the outlying areas however; she sees the proposed works as minimal.

Councillor Klos questioned the placing of Ranginui Road on the top of the possible seal extension programme and reported that there are only two ratepayers who use this road compared to other roads where farm owners have lived for many years. She said she would prefer to see any assistance going to the latter.

The Chief Executive advised that there is a need to have consistent advice to arrive at an appropriate decision.

Councillor Klos expressed the opinion that the individual farm owners are valued ratepayers and long term citizens, where those on Ranginui Road are not.

In reply to Councillor Phillips the Chief Executive advised that for previous sealing's the prevailing subsidy rate was around 47% therefore Council had a policy to seal as many roads as possible while the subsidy was available. He said Council actually went into debt to do so.

Councillor Phillips felt that perception is a big problem and that Council receives little thanks when carrying out these improvement works.

Councillor Phillips then referred to the suggestion to invite public feedback on the proposal and expressed the opinion that the public would not be given enough time to respond. Councillor Phillips also suggested staff should actually go out to the various residents and talk to the people.

The Chief Executive advised that the proposal is only a suggestion and the public feedback is required for Council to determine its direction.

His Worship agreed that Council is only informing the public of its thoughts and as this is a major change of direction, is the Community happy with this.

Councillor McConnell suggested that particular feedback be obtained from those people wanting their roads sealed. He expressed the opinion that improvements should be carried out on Lurman Road rather than Ranginui Road.

His Worship said that any proposal has to be supported by the data provided and the ratepayer input.

Councillor Williams asked members to keep in mind that in other cases Council has valued the opinion of its residents as well as its ratepayers.

His Worship said that the level of investment is higher as you come closer to a town centre.

**Resolved** that public feedback is sought on a proposal to revise the form of Council's road improvement program to the following, effective from the 2019/20 financial year:

- Approximately \$200,000 per annum local share funding to be used for the progressive sealing of unsealed roads in the District, with works prioritised on the basis of both technical and economic (catchment rateable value) factors; and
- Approximately \$200,000 per annum local share funding to be used for the purpose of undertaking widening of sealed roads to meet applicable One Network Road Classification standards, with such widening works to be undertaken in conjunction with scheduled pavement renewal works on particular sections of road.

### **Councillor Christison / Councillor Klos**

#### **ITEM 329 – APPLICATION FOR TEMPORARY ROAD CLOSURE – HAMILTON CAR CLUB – NGUTUNUI HILLCLIMB 2019**

The Engineering Manager referred members to the Engineers Representative's report on an application received from the Hamilton Car Club for various road closures within the Otorohanga District, to enable, the Hamilton Car Club to hold the Hamilton Car Club 2019 Ngutunui Hillclimb event.

He reported that the proposed road closure is in respect to a sealed section of road and that the applicant has a very good history with Council.

Councillor McConnell referred to previous discussion on the introduction of Bonds for such events.

Further discussion was held on the introduction of bonds and it was agreed that this be placed on Matters Referred for further consideration.

The Engineering Manager undertook to check on previous minutes where discussion was held on this matter.

His Worship expressed the opinion that obtaining a bond is 'OK' particularly in respect to gravel roads however, the risks are low when sealed roads are being used.

#### **Resolved that**

Purpose: Hamilton Car Club Ngutunui Hill Climb 2019

Date: Sunday 10 March 2019

Details of Closure: Pekanui Road from Ngutunui Road to Pirongia West Road  
0900 am to 1700 pm

With the following conditions imposed:

1. Persons will be allowed through the closure in the event of an emergency.
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 for all advertising costs to the appropriate newspapers. Public notice advertisements are to be published in the Waitomo News.
4. 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.
5. Hamilton Car Club is to comply with the objection provisions contained in the Transport (Vehicular Traffic Road Closure) Regulations 1965.
6. Hamilton Car Club is to liaise, and provide evidence of liaison with all operators and businesses that may be affected by the road closures.
7. 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.
8. 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.
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.

**Councillor Phillips / Councillor Johnson.**

**ITEM 330 – PLANNING REPORT FOR OCTOBER TO DECEMBER 2018**

The Environmental Services Manager referred members to a report on Resource Consents granted under Delegated Authority for the period 1 October to 31 December 2018.

In reply to Councillor Klos regarding the purpose for which subdivisions are being carried out the Environmental Services Manager replied that should the subdivision be to create more than one lot, the motive would be to provide extra housing for the District.

**Resolved** that the Planning Report for the final quarter of 2018 be received.

**Councillor Johnson / Councillor Klos**

**ITEM 331 –ANIMAL CONTROL OFFICERS REPORT FOR OCTOBER TO DECEMBER 2018**

The Environmental Services Manager presented a report on Dog and Animal Control activities in the District for the period October to December 2018.

In reply to Councillor Phillips the Environmental Services Manager confirmed that there are currently no dangerous dogs registered in the Otorohanga District.

**Resolved** that the Environmental Services Manager's report on Dog and Animal Control activities for the fourth quarter of 2018 be received.

**Councillor Phillips / Councillor Klos**

**ITEM 332 – BUILDING CONTROL REPORT FOR OCTOBER TO DECEMBER 2018**

The Environmental Services Manager summarised the Building Control Activity Report for the fourth quarter 2018.

In reply to a staffing query the Environmental Services Manager advised of two Audits being Building Warrants and Bi-Annual building control which are to be carried out in the near future.

**Resolved** that the Building Control activity report for the fourth quarter of 2018 be received.

**Councillor McConnell / Councillor Williams**

**ITEM 333 – ROAD NAMING OF OTEWA ROAD SUBDIVISION**

The Land Management Officer referred members to her report advising that approval is sought to apply the road name 'Sargent Place' to the Subdivision near completion at Otewa Road, Lots 1 – 20 being a Subdivision of Lot 1 DP 407415.

The Officer informed members that Council does not appear to have a Road Naming Policy in place. She said it is up to the developer to put forward a name for consideration.

His Worship said he would like to congratulate the developer for taking the initiative to develop this area.

Councillor Phillips expressed the opinion that he thought a Road Naming Policy was in place.

The Officer advised that under business improvement initiatives and in conjunction with Councils roading department a policy could be prepared for consideration.

Councillor McConnell reported on the feelings of a Otorohanga Community Board member that people are able to come into the area and in developing a subdivision are given the opportunity to have a street named after them. He felt that there is a need to have such a policy in place.

It was agreed that a Workshop be held for consideration to be given on the preparation of Road Naming Policy.

**Resolved** that Pursuant to Section 319 (1)(j) of the Local Government Act 1974 the Otorohanga District Council resolves that the name Sargent Place is acceptable for the land shown as Lot 19 on the Land Transfer Plan 529629 that is to be vested in Council as public road.

**His Worship / Councillor Johnson**

**ITEM 334 – ODC MATTERS REFERRED FROM 11 DECEMBER 2018**

The Governance Supervisor took members through Matter Referred.

It was agreed that the item dated 18 September 2018 under Chief Executive has been actioned and therefore it can be deleted.

The Engineering Manager reported that he is still working on the preparation of a report identifying the costs involved in progressively installing lights at the busiest intersections of rural roads in the Otorohanga District.

## **GENERAL**

### **CYCLEWAY PROPOSAL**

Councillor Phillips reported he has received several calls concerned with the proposal to install a cycleway on the Stopbanks. He said the concerns expressed covered the areas of funding, ownership and operating costs of the proposed cycleway and to what standard it will be maintained.

Councillor Phillips said he respected the opinions of these people.

### **CHINA VISIT**

Councillor Phillips reported briefly on his recent visit to China and informed members that the main form of transport appears to be motor scooters with the creation of lanes for use by these vehicles. He said the areas are really planning ahead and their technology is way ahead of that in New Zealand.

Councillor Phillips further reported that China's roads in general are good and that the Toll roads are incredible.

### **KAWHIA MEDICAL CENTRE**

Councillor Phillips said he would like to get Councillors on-board on the proposal to expand the Kawhia Medical Centre. He said the District Health Board have provided funding for two surgical trainees each year to train under the direction of the Kawhia Medical Centre staff.

Councillor Phillips said he would like to see Council support the proposal to place an extra room on the current facility.

### **NZMCA**

Councillor Klos reported on her recent discussions with Michael Cullen of the Waikato Area Committee of the New Zealand Motor Caravan Association.

Councillor Klos advised that Mr. Cullen would be interested in addressing Council sometime in the future. She said the Association is wishing to install a dump station on their lease area in Otorohanga and will be prepared to subsidise and assist Council with the installation. Councillor Klos reported that the Association is encouraging its members to travel into the rural / outback areas of New Zealand.

Councillor McConnell expressed the opinion that Mr. Cullen is receiving misinformation on this issue.

His Worship said that Council has provided the Association with a site and that at that time they did not wish to have a dump station. He said he will be prepared to entertain further discussions with NZMCA in particular, as to why they do not wish to pay for the installation.

Councillor McConnell reported that the Board is trying to protect existing local business and that the Association has been requested to talk to an existing camping ground owner on this matter.

Councillor Klos undertook to inform the Association of the opportunity to speak to Council.

Council's Land Management Officer advised that she needs to talk to representatives of the Association regarding the loss of part of their lease land for the proposed cycleway. She said the Association talk s about being 'Motorhome Friendly' and the fact that they do pay rates and taxes. The Officer suggested that Council look at the advantages they provide to the Community from an economic point of view and should a dump station be installed this will encourage them to stay longer and spend more money.

Councillor Klos reported that the Waipapa toilet facility is being used as a dump station.

### **ANNUAL CHILDRENS DAY**

Councillor Christison reported that she will be involved in the running of the Children's Day to be held on 3 March 2019. She said this is National Children's Day and it is proposed that the event be held at the Jim Barker Memorial Playground.

#### LOCAL BODY ELECTIONS

Councillor Christison suggested to staff that an approach be made to the Otorohanga College to encourage their pupils to be involved in the 2019 Local Government Elections.

#### AGENDA FORMAT

Councillor Christison questioned why the Agenda is being printed single rather than double sided.

#### WATER QUALITY

Councillor Christison reported that the public are complaining about the quality of the water not only as to its taste but also to the smell of chlorine. She queried whether an explanation of the reasons for this could be placed on Facebook.

The Chief Executive advised that it would be desirable to provide an explanation. He said that the situation occurs when the temperature of the water warms up.

#### BEATTIE HOME FACILITY

Councillor Johnson updated members on the proposed Dementia unit at Beattie Home and that an Architect will be visiting the facility this Thursday. He said a further two million dollars is required from fundraising and queried whether Council could provide any assistance such as the waiving of Council fees, provision of Asphalt or driveways.

Councillor Johnson reported that this is a Community Project and upon completion will provide around 15 – 20 jobs.

Following further discussion it was agreed that it be placed on Matters Referred for Council to consider options to provide some assistance to the proposed Beattie Home Dementia unit.

#### BRISTLE GRASS

Councillor McConnell reported that he has received calls from rural community members asking Council is continuing to spray for Bristle Grass as this is only increasing the spread of this grass.

#### MANGAORONGO ROAD

Councillor McConnell reported that apparently no notification of Mangaorongo Road being closed recently was given to property owners.

The Engineering Manager undertook to look into the situation.

#### PROPOSED CYCLEWAY

Councillor McConnell referred to the current feedback on the provision of a cycleway on the Stopbanks and expressed the opinion that public consultation was carried out giving the opportunity for feedback. He said all the information and costings have been provided.

Councillor Phillips replied that just because the public consultation period has ended it does not stop people thinking and commenting about the proposal.

#### WESTRIDGE – T SMIT

In reply to the question of where the proposed subdivision extension is at Council's Environmental Services Manager reported that five submissions have been received and that the applicant has placed his application on hold until the submissions have been resolved in particular, those concerning the Waikato Regional Council.

Members were informed that although approval for the subdivision was granted in 2004 it doesn't automatically get approved at a later date.

Discussion was held on the property of D Thompson to which Council's Environmental Services Officer reported that the proposed subdivision will not have any adverse effects on this property.

His Worship reported that everything is on hold until the submission issues have been addressed.

#### **SUBREGIONAL WAIKATO ECONOMIC ACTION PLAN (SWEAP)**

The Organisation and Community Development Manager circulated a project update on the Sub Regional Waikato Economic Action Plan. She informed members that she will be at future Otorohanga District Development Board meetings in her new role as Organisation and Community Development Manager for Council.

#### **KAWHIA MEDICAL CENTRE**

The Organisation and Community Development Manager informed members that she is visiting the Kawhia Medical Centre site this Friday regarding the extension of an additional room. She said consideration may be given to placing this behind the existing Butterfly Garden.

#### **OTOROHANGA HOMELESSNESS**

The Organisation and Community Development Manager raised the matter of homeless persons around the Otorohanga Community. She said she is working through this issue and has met with the Manager of the Otorohanga Support House with a focus being on establishing an inter-agency group to work in conjunction with local groups.

#### **SERVICES MANAGER**

The Engineering Manager informed members that Dave McKinley, former Services Manager has left Council employment to take up a position in Australia. He said at the present time he is acting Services Manager.

#### **CHIEF EXECUTIVE**

His Worship referred to the fact that this is the last Council meeting the current Chief Executive will attend. He said it has been a privilege to have the opportunity to work with Mr. Clibbery. His Worship referred in particular, to the quality of the reports prepared by Mr. Clibbery over the years. He said that he will miss not having him around.

Councillor Phillips endorsed the comments of His Worship and said that Mr. Clibbery has been an excellent Chief Executive providing clear thinking advice and fabulous reports. Councillor Phillips wished him well for his future.

Councillor Klos expressed her opinion that Mr. Clibbery has valued the small “things” of the Otorohanga District such as providing access to the Waipa River and water activities at Waipapa. She said Mr. Clibbery highlights things Otorohanga has to offer and has been absolutely great in carrying out the duties of a Chief Executive.

Councillor Johnson said he has admired the job that Mr. Clibbery has undertaken and felt embarrassed when personal attacks had been directed at him. Councillor Johnson expressed the opinion that the reports prepared by Mr. Clibbery have contained logical thinking and that in the Chief Executives position he has been the middle man between Councillors and Staff. He extended his sincere thanks to Mr. Clibbery for his services.

The Chief Executive said he appreciated all of the above comments however, he is not sad to be leaving Council as he feels he is leaving it in a good place particularly financially, thus allowing Council to do new things, should it desire.

#### **NEW CHIEF EXECUTIVE**

His Worship informed members of the official procedures which will take place on Monday 18 February 2019 in welcoming the New Chief Executive to the District.

#### **MEETING CLOSURE**

The meeting closed at 12 noon.