



Otorohanga District Council

# MINUTES

23 January 2018

10.01am

**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 (Governance Supervisor)

# OTOROHANGA DISTRICT COUNCIL

23 January 2018

Minutes of the Meeting of the Otorohanga District Council held in the Council Chambers,  
17 Maniapoto Street, Otorohanga on Tuesday 23 January 2018 commencing at 10.01am.

## MINUTES

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## **PRESENT**

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

## **IN ATTENDANCE**

Messrs DC Clibbery (Chief Executive), A Loe (Environmental Services Manager), G Bunn (Finance and Administration Manager), R Brady (Engineering Manager) and CA Tutty (Governance Supervisor)

His Worship declared the meeting open and welcomed members back for the New Year.

He reported that the Waitomo News Reporter has left the company and returned to New Plymouth.

## **OPENING PRAYER**

His Worship read the Opening Prayer

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

### **Environment Waikato – Regional Transport Committee**

His Worship reported that Councillor McConnell is experiencing challenges in attending meetings of the Regional Transport Committee however, Councillor Pilkington has expressed her desire to be his replacement as alternate to His Worship.

**Resolved** that the matter of Councillor Pilkington replacing Councillor McConnell as alternate on Environment Waikato – Regional Transport Committee be considered in general business which may require a resolution.

### **HIS WORSHIP / CR PILKINGTON**

#### **King Country Energy Shares**

**Resolved** that consideration be given to the Notice of a takeover of King Country Energy and the offer of \$5 per share in general business which may require a resolution.

### **HIS WORSHIP / CR PILKINGTON**

#### **CONFIRMATION OF MINUTES – OTOROHANGA DISTRICT COUNCIL – 19 DECEMBER 2017**

**Resolved** that the minutes of the meeting of the Otorohanga District Council held on 19 December 2017 as circulated, be approved as a true and correct record of that meeting and the resolutions contained therein be adopted.

### **HIS WORSHIP / CR PHILLIPS**

## **MATTERS ARISING**

### **Tom French Grove**

Councillor Pilkington reported that the Chair of the Kawhia Community Board has been authorised to issue rubbish bags to those persons who wish to collect rubbish in the area.

## **CONFIRMATION OF MINUTES – KAWHIA COMMUNITY BOARD – 15 DECEMBER 2017**

**Resolved** that the Minutes of the meeting of the Kawhia Community Board held on 15 December 2017 be received and the recommendations contained therein be adopted.

### **CR PILKINGTON / CR PHILLIPS**

#### **MATTERS ARISING**

Councillor Pilkington referred to page 8 of the minutes in particular the item on “Liquor Ban”, the last paragraph regarding the McLeod’s house been located opposite Lake Road, not on Lake Road as recorded in the minutes. She further reported that this house has now been removed.

Councillor Pilkington referred to page 4, the second to last paragraph and advised that Mrs. Pikia’s christian name has been incorrectly recorded.

## **CONFIRMATION OF MINUTES – OTOROHANGA COMMUNITY BOARD – 21 DECEMBER 2017**

**Resolved** that the Minutes of the meeting of the Otorohanga Community Board held on 21 December 2017 be received and the recommendations contained therein be adopted.

### **CR MCCONNELL / CR CHRISTISON**

Reference was made to page 4 regarding the item on “2017” and the fact that Mr Buckmans name has been spelt incorrectly.

#### **PUBLIC FORUM**

His Worship acknowledged the Public Forum and asked whether any persons wished to speak. No response was forthcoming.

#### **DECLARATION OF INTEREST**

His Worship asked members whether they were aware of any circumstances where they could stand to make personal and / or monetary gains in any particular matter to be discussed at this meeting.

Councillor Johnson expressed a declaration of interest in any matters to be discussed relating to the Otorohanga Community Trust

#### **DISTRICT ACCOUNTANT**

The District Accountant attended the meeting at 10.15am.

#### **ITEM 229 - PROPOSED DEFERRAL OF METERED WATER CHARGES**

The Chief Executive presented a report proposing that implementation of metered water charges for all water users in Otorohanga (including residential properties) is delayed.

The Chief Executive reported it is believed that there are two factors motivating the introduction of metered water charges these being –

- 1) Interest in fairness
- 2) Increasing water use efficiency to free up water to support the growth of the Community.

He said additional water is not likely to be desperately needed in Councils 2018 / 2019 financial year, due to the delays that have occurred in respect of the Westridge subdivision extension and the dairy factory (if it proceeds).

His Worship referred to the matter of fairness and said this is to enable property owners to cut down on their water usage and an opportunity to identify any water leaks.

Councillor Pilkington raised the matter of the annual free allowance and queried if it would be best to split this over the four billing periods.

The Finance and Administration Manager replied that this method would force staff into making assumptions on the calculation of the water usage charge. He said more reliable information and better data will be required to calculate this charge.

The Chief Executive reported that staff require a full year of readings in order to obtain an accurate picture of water usage.

Councillor McConnell expressed the opinion it is very important that all data is produced accurately and explained properly to the public.

The Finance and Administration Manager informed members that property owners will only receive one invoice which will relate to water usage, the uniform annual charge is included on the rates demand.

Councillor Klos said she supported the matter of fairness however, members of Rural Water Supply schemes have been paying for their water usage for many years. She said surely the Community Ratepayers can manage their affairs as Council has never gone out to the rural ratepayers regarding this issue.

Councillor Phillips reported that some people are saying that they do not have a meter installed on their property. He queried why there is a free water allocation as this only complicates the situation.

The Finance and Administration Manager replied that all Rural Water Supply schemes have a free allocation; this is to recognise there is a cost in providing the water.

Councillor Pilkington felt that the word "free" is misleading and should be built into the fixed charge.

The Environmental Services Manager expressed the opinion that the word "free" should be referred to as a "minimum charge".

With regard to the cost of fixed charges the Chief Executive replied that should water usage be reduced there will be a reduction on matters such as the power for pumps, chemicals used etc.

Councillor Pilkington advised that the conservation message is still being learnt by the public.

The Chief Executive reported that there is some urgency to get the message out to the Community if Council is not going to introduce the water meter charge from 1 July 2018.

Councillor Johnson queried should the introduction of a metered charge commence from 1 July 2018, will there be an opportunity for people to ask questions.

The Chief Executive replied that he is not confident on the rate to charge per cubic meter of water usage.

Councillor Williams referred to the public awareness and notification of the proposal and said that Council has to do this well and a further 12 months will allow Council to get a clearer idea of the water take.

Councillor Christison said she would like to see the UAGC for water come off the rate demands.

The Finance and Administration Manager informed members that should Council invoice on a water meter basis now this will be based on assumptions.

His Worship expressed the opinion that there is still more work to be done regarding the introduction of a metered charge.

**Resolved** that the implementation of 'universal' metered water charges for all properties connected to the Otorohanga Community water supply is deferred for a further 12 months until 1 July 2019 to enable residential water users to be better prepared for the change.

#### **CR MCCONNELL / CR CHRISTISON**

## **DISTRICT ACCOUNTANT**

The District Accountant left the meeting at 10.50am

## **ITEM 230 – ANIMAL CONTROL OFFICERS REPORT FOR JULY TO DECEMBER 2017**

The Environmental Services Manager presented the Animal Control Officers report on Dog and Animal Control activities in the District for the period July to December 2017.

**Resolved** that the Environmental Services Managers report on Dog and Animal Control activities for the third and fourth quarters of 2017 be received.

## **CR PILKINGTON / CR KLOS**

### **SPORTS WAIKATO PRESENTATION**

Mr. Matthew Cooper (Chief Executive) and Ms Michelle Hollands (General Manager) attended the meeting.

Mr. Cooper expressed his thanks to Council for allowing him to make a presentation at today's meeting. He said he would like to acknowledge the conversations he has had with the Mayor and Chief Executive of Council. Mr. Cooper reported that Sport Waikato has reviewed the work it carries out within the District and would like Council to consider the opportunities to partner together to provide a coordinated approach.

Mr. Cooper reported that Sport Waikato's strategy is now more targeted to grow participation in sport, recreation and physical activity within the District.

Ms. Holland outlined who is currently the Otorohanga Team and advised however, that there is no essential point of contact for the Otorohanga District.

Ms. Holland referred to the Regional Sports Facilities plan comprising Building Collaboration and leadership, guiding investment and enabling outcomes. She said this is up for review in early 2018.

The representatives asked Council to give consideration to reengaging with Sport Waikato who genuinely want to grow sport and recreational activities within the District and will be able to provide evidence of the achievements.

Mr. Cooper requested Council give consideration to engaging a part time coordinator and for a sum of \$35,000 to be included in Councils Annual Plan.

His Worship said there is a desire for Council to re-engage with Sports Waikato however, a considerable amount of discussion will need to be held.

Councillor Pilkington advised that Sport Waikato had lost its presence in the Kawhia area and queried how this could be improved with the introduction of a part time coordinator. She said it would be necessary for partnering to be undertaken with the Kawhia Health Centre and local Schools.

Mr. Cooper replied that Sport Waikato has been out in Kawhia and it is envisaged a more planned approach will be made.

Councillor Klos said that wherever Council provides funding it needs to see the results / outcomes for the funding invested.

In reply to the provision of a part time person Councillor Phillips suggested additional partnerships be created to make up the difference to a full time coordinator.

His Worship said consideration could be given to a cross boundary coordinator and to involve local Schools.

His Worship thanked the Sports Waikato representatives for their presentation.

## **ITEM 231 - PLANNING REPORT FOR JULY TO DECEMBER 2017**

The Environmental Services Manager presented a report on Resource Consents granted under Delegated Authority for the period 1 July to 24 December 2017.

Councillor Pilkington reported she endorsed the Environmental Services Managers comments on the unprecedented level of applications lodged with Council and extended congratulations and well done to the Manager and staff on the Hearings held on these applications.

#### **STAFFING MATTER**

Members were advised that a new Senior Building Officer Mr. Andy Booth has commenced employment with Council.

**Resolved** that the planning report for the third and fourth quarters of 2017 be received.

#### **HIS WORSHIP / CR KLOS**

#### **OTOROHANGA COMMUNITY TRUST PRESENTATION**

Representatives of the Otorohanga Community Trust Mrs. K Ingham (Chairperson) and Mr. B Strawbridge (Vice Chairperson) attended the meeting.

Mrs. Ingham informed members that both representatives are also on the Medical Centre Project Committee and are driving this project for the Community. She said the Trust is incredibly grateful to Council for financially allowing them this opportunity to facilitate the construction of a new Otorohanga Medical Centre.

Mrs. Ingham then outlined the history of the Trust and advised that as at March 2017, the Trust has \$234,000 of assets. These are held as shares in listed companies, corporate bonds, term deposits and cash. Mrs Ingham further reported that the Trust is also the beneficiary of a bequest from an unknown donor. She said annually the Trust receives around \$9800 from the Acorn Trust and that these funds must be spent each year.

Mr. Strawbridge outlined the financial position of the Medical Centre project, the catalyst of the project was the offer and eventual payment of a gift of one million dollars from John and Sarah Oliver.

Mr. Strawbridge reported that a site for the proposed centre has been settled on a Council owned land on Kakamutu Road, next to St Johns. He said it is understood that next month initial earthworks will commence on the site to remove the on-site building and to fill in the gully presently on the property. Mr Strawbridge said that the Trust will receive a vacant flat site upon which to build the Medical Facility.

Mr Strawbridge informed members that due to zoning the maximum allowable lease on the property is thirty three years so the proposal is that Council and the Trust enter into a lease of the land for that period of time.

Mr. Strawbridge reported that the present indication is that the project will cost around 2.25 million dollars including fit-out and all planning / management work. The indication is that the Trust costs will be around two millions dollars for the project.

In summarising Mr. Strawbridge advised that there are many new opportunities going to be available for the Community, once Otorohanga Med has the space to accommodate them. He said the new clinic is 668sqm, double the existing facility, and will accommodate the 5300 patients currently enrolled but there is room for growth. He said patients and staff would appreciate a modern custom built fit for purpose facility which will include Pharmacy and Pathological Lab services under the one roof.

Mrs. Ingham extended an invitation to all members to attend the "turning of the sod" ceremony to be held on Tuesday 13 February 2018 at 10.30am on the Kakamutu Road site.

Councillor Pilkington extended thanks to Mrs. Ingham and Mr. Strawbridge for a superb and enlightening presentation.

Members agreed that a vote of thanks be recorded to Mrs. Ingham and Mr. Strawbridge for their efforts in this project.

## **LUNCHEON ADJOURNMENT**

Council adjourned for luncheon at 12.12pm and resumed at 12.52pm.

## **ITEM 232 – BUILDING CONTROL REPORT FOR JULY TO DECEMBER 2017**

The Environmental Services Manager presented a report on building control statistics covering the period from 1 July to 31 December 2017.

The Environmental Services Manager informed members that the building team have carried out a fantastic job during this period, coping with the accreditation process and kept the 'wheels turning' as well as issuing of Building Consents etc.

Councillor Pilkington queried what occurs after two years when a property has not obtained its CCC.

The Environmental Services Manager replied that a letter is forwarded to the property owners outlining the issues / reasons why the consent has not been issued. He said should a property be sold then purchasers often come to Council to ascertain what is required. He said through the CCC process a number of industry flags are highlighted.

The Environmental Services Manager advised that in respect to the Waikeria Prison Extension Project it is envisaged that the groundwork will be undertaken next summer.

His Worship requested that the building team be thanked for the work they have undertaken during this period.

**Resolved** that the Building Control activity report for the third and fourth quarters of 2017 be received.

## **CR PHILLIPS / CR MCCONNELL**

## **ITEM 233 – ENVIRONMENTAL HEALTH OFFICER/LIQUOR LICENSING INSPECTOR'S REPORT FOR OCTOBER TO DECEMBER 2017**

The Environmental Services Manager summarised the report.

**Resolved** that the Environmental Health Officer / Liquor Licensing Inspector's report for October to December 2017 be received.

## **HIS WORSHIP / CR PHILLIPS**

## **ITEM 234 – MATTERS REFERRED FROM 19 DECEMBER 2017**

The Governance Supervisor took members through the Matters Referred.

### **OTOROHANGA DISTRICT DEVELOPMENT BOARD**

The Chief Executive referred to the provision of a new service agreement with the Otorohanga District Development Board and advised that following their presentation to Council they were going to spend time developing their vision.

Councillor Klos reported that the Development Board need to align with Councils vision and to provide strategies to enable this to happen.

His Worship advised that the Board has had problems during the last 12 to 18 months and that it has had so many different ideas as to where it is going.

Councillor McConnell expressed the opinion that new members on the Board see what has not happened.

It was agreed that further discussion on this matter be held in a workshop situation.

### **INTERSECTION STATE HIGHWAY 3 / TE KANAWA STREET**

The Engineering Manager reported that there are three options available regarding the issue of trucks parking outside Prescott Holden blocking visibility at the intersection of State Highway 3 / Te Kanawa Street, these being –

- 1) Do nothing.
- 2) Install a yellow dotted line.
- 3) Create a No-Parking area.

Councillor Johnson said that Prescott Holden may rely on this space for customer parking and that they should be included in discussions as to what Council intends on doing, before it is done.

His Worship queried whether the effect of trucks parking in the area causes a serious traffic threat.

Councillor Johnson informed members of the problems encountered with Beattie Home residents attempting to cross the road.

Following further discussion it was agreed that the Engineering Manager contact NZTA regarding the issues and for discussion to be held with Prescott Holden on the options available.

### **REGIONAL TRANSPORT COMMITTEE**

**Resolved** that Councillor Pilkington replace Councillor McConnell as alternate on the WRC – Regional Transport Committee.

### **CR PHILLIPS / CR PILKINGTON**

#### **KING COUNTRY ENERGY SHARES**

The District Accountant reported that Council has received notice of a takeover of King Country Energy and the offer of five dollars per share. He said Council has 10,300 shares with King Country Energy.

The District Accountant informed members that the income from the sale of these shares would be placed in Councils General Reserve Fund.

**Resolved** that Council accept the offer to sell its shares in King Country Energy, at the offer price, the proceeds to go into Councils General Reserve Fund.

### **CR MCCONNELL / CR WILLIAMS**

**PUBLIC EXCLUDED**

**Resolved** that the public be excluded from the meeting.

Reasons for confidentiality:

|  | <b>Grounds</b>  | <b>Reason</b>  |
|--|---|--|
|  | 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(1d) That the exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the local authority to deliberate in private on its decision or recommendation in any proceedings to which this paragraph applies. | 7(2i) Enable any local authority holding the information to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). |

**HIS WORSHIP / CR PHILLIPS**

**GENERAL**

**Mowing – Otewa Road**

Councillor Johnson reported he is very impressed with the standard of roadside mowing undertaken on Otewa Road.

**Otorohanga Christmas Parade**

Councillor Johnson referred to the 2017 Otorohanga Christmas Parade where the direction of the floats was changed. He said he had received advice from the Vintage Tractor Association that they would prefer the parade to travel in the other direction.

**Kawhia Kai Festival**

Councillor Pilkington reminded members of the Kawhia Kai Festival to be held on Saturday 3 February 2018.

**Kawhia Community Board Meeting**

Councillor Pilkington further advised that the next meeting of the Kawhia Community Board will be held on Friday 2 February 2018 commencing at 10.30am.

**Resignation of Elected Member – Kawhia Community Board**

Members were informed that with the resignation of Ms. Annette Gane representing the Aotea Subdivision a Mr. George Fletcher will be sworn in as the new elected representative.

**Otorohanga – Maniapoto Street Pedestrian Crossings**

Councillor Christison reported it has been suggested whether the Maniapoto Street pedestrian crossings could be made to stand out and be really visual.

### **Huipuitea Drive**

Councillor Christison queried why part of Huipuitea Drive is 80km/h and the other parts of the town is 50km/h.

The Chief Executive replied it is necessary for Council to develop a District Wide Speed Management Plan.

Members were informed that the Roading Manager Mr. Martin Gould is working on this plan however, a change may potentially be 2- 3 years away.

### **Area adjacent to proposed Medical Centre**

Councillor Christison asked whether when the machines are carrying out earthworks on the proposed medical centre site that they be requested to clear away weeds from the adjoining area.

### **Earthquake Standards**

Councillor Christison reported on a business in Maniapoto Street be required to meet the earthquake standards and asked if Council could assist in associated assessments. .

The Chief Executive replied that it is desirable for businesses to obtain independent professional advice however, there is a need to have a standard post supported veranda design available.

### **MANGAWHERO STREAM**

Councillor Christison referred to the Mangawhero stream which runs into the Waipa River and reported that Council owns the land which runs down to the river, which is not well maintained.

The Chief Executive replied that Council should have control over what work is carried out in the area.

It was agreed that Council makes its views known to the Waipa Catchment Committee.

### **Roadside Mowing**

Councillor Phillips reported on a good standard of work being carried out with roadside mowing. He outlined the situation of a large amount of glass falling on the road from one of the recycling trucks.

### **Otorohanga Community Board Meeting**

Councillor McConnell informed members that the first meeting of the Otorohanga Community Board will be held on Thursday 8 February 2018 following which the Board meetings will be held on the first Thursday of each month.

### **Proposed Westridge Subdivision**

Councillor McConnell queried where Council is at in regards to the extension of the Westridge Subdivision. He said there are a number of people out there wishing to purchase sections.

### **Otorohanga Town Hall**

Councillor McConnell referred to the Otorohanga Charitable Trust and queried whether Otorohanga has an official Town Hall.

He was informed that there is currently no official Town Hall in Otorohanga.

His Worship informed members that the Otorohanga Club is available as an open space area.

### **District Health Board T.B. Outbreak**

Councillor Klos referred to a recent TB outbreak in Kawhia and asked if the District Health Board is responding well to the situation.

His Worship replied that the District Health Board has not contacted Council in relation to this matter.

### **Huirimu Road Arohena**

Councillor Klos reported that the matter of Huirimu Road, Arohena was brought up with Council staff approximately six months ago. She outlined a slip which has occurred on the road, narrow blind corners and narrow sections of the road. Councillor Klos expressed the opinion that the situation is placing the local School bus in danger.

The Engineering Manager reported that the matter has been looked into with an estimated cost of \$40,000 for the additional works.

Councillor Klos expressed the opinion that immediate action to improve the situation should be undertaken.

The Engineering Manager advised it is the intention to discuss this matter in a workshop situation as part of the District roading programme review. Members were informed that the slip will be taken care of. Erection of suitable signage could also be considered.

#### **Waikato Regional Council**

The Chief Executive circulated a draft Community Facilities funding policy received from Waikato Regional Council. He said the purpose of the framework is to enable local authorities in the Waikato Region to make collective, strategic investments in Community Facilities so that Communities benefit from these investments now and into the future. He said the Regional Council is going through this exercise in particular in relation to the Founders Theatre in Hamilton.

The Chief Executive reported that initially the draft was prepared by staff of the Waikato Regional Council and shared with Mayors of all Councils within the region. He said it is now a question of whether this Council approves and adopts the draft document.

The Chief Executive requested that Councillors read the document and to contact him should they have any objections to it.

#### **Waikeria Prison Site**

His Worship reported that a blessing for the Waikeria Prison Site was held last evening.

The meeting closed at 2.38pm

**SIGNED:** \_\_\_\_\_

**DATED:** \_\_\_\_\_