



Ōtorohanga District Council

# MINUTES

20 April 2021

11AM

**ŌTOROHANGA DISTRICT COUNCIL**

20 April 2021

Minutes of an Ordinary meeting of the Ōtorohanga District Council held in St David's Community Hall, Cnr Ranfurly and Turongo Street, Ōtorohanga on Tuesday 20 April 2021 commencing at 11am.

Tanya Winter  
**CHIEF EXECUTIVE**

**MINUTES**

**PRESENT**

**IN ATTENDANCE**

**APOLOGIES**

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

**DECLARATION OF CONFLICTS OF INTEREST**

**PUBLIC FORUM**

**CONFIRMATION OF MINUTES ŌTOROHANGA DISTRICT COUNCIL – 23 MARCH 2021**

**RECEIPT OF MINUTES ŌTOROHANGA COMMUNITY BOARD – 8 APRIL 2021**

**RECEIPT OF MINUTES RISK AND ASSURANCE COMMITTEE – 23 MARCH 2021**

**REPORTS**

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## **PRESENT**

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

## **IN ATTENDANCE**

Ms. T Winter (Chief Executive), Messrs. R Brady (Group Manager Engineering), G Bunn (Group Manager Corporate), A Loe (Group Manager Environment), B O'Callaghan (Finance Manager), R McNeil (LTP Project Lead), CA Tutty (Governance Supervisor), Mrs. H Williams (Strategic Planner), Ms. A Corston (LTP Member) and Mrs. K Gaylor (Deputy Electoral Officer)

His Worship declared the meeting open and welcomed those present, in particular, those in the Public Gallery.

## **APOLOGY**

**Resolved** that the apology received from Councillor Christison be sustained.

**HIS WORSHIP / COUNCILLOR JOHNSON**

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

Councillor Williams acknowledged the recent amount of work carried out by both Councillors and staff in relation to the Long Term Plan and to the significant amount of work still to be undertaken through the consultation process.

Councillor Williams recited the following Words of Wisdom –

The pessimist complains about the wind. The optimist expects it to change. The leader adjusts the sail.  
(Writer: John Maxwell)

When everything seems to be going against you, remember that the airplane takes off against the wind, not with it. (Writer: Henry Ford)

## **DECLARATION OF CONFLICTS OF INTEREST**

His Worship asked members whether they had any declarations of conflicts of interest.

No declarations of conflicts of interest were received.

## **PUBLIC FORUM**

No members of the public present in the Public Forum wished to speak at today's meeting.

## **CONFIRMATION OF MINUTES – ŌTOROHANGA DISTRICT COUNCIL – 23 MARCH 2021**

**Resolved** that the Minutes of the meeting of the Ōtorohanga District Council held on 23 March 2021, as circulated, be approved as a true and correct record of that meeting and the recommendations contained therein be adopted.

**COUNCILLOR JEFFRIES / COUNCILLOR FERGUSON**

## **RECEIPT OF MINUTES – ŌTOROHANGA COMMUNITY BOARD – 8 APRIL 2021**

**Resolved** that the Minutes of the meeting of the Ōtorohanga Community Board held on 8 April 2021, as circulated, be received.

**COUNCILLOR DOW / COUNCILLOR WILLIAMS**

## **RECEIPT OF MINUTES – RISK AND ASSURANCE COMMITTEE – 23 MARCH 2021**

**Resolved** that the Minutes of the Risk and Assurance Committee held on 23 March 2021, as circulated, be received.

### **COUNCILLOR KLOS / COUNCILLOR WILLIAMS**

#### **ITEM 150 HIS WORSHIP THE MAYOR – VERBAL REPORT**

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

- Met with Chief Executive of the Maniapoto Māori Trust Board Cadence Kaumoana.
- Chaired the Mayors Taskforce for Jobs Core Group meeting in Wellington.
- Met with Mr. Kyle Barns re business opportunity with TLC.
- Met with Labour MP Angela Roberts.
- Attended the Community Recovery Meeting at the Employment Hub Ōtorohanga.
- Attended the WRAL meeting at Hamilton Airport.
- Met with Iwi.
- Attended a NKDT meeting.
- Had morning tea with the Principal and students at Ōtorohanga College.
- Visited Waikeria Prison site to view progress.
- Met with the Mayors Taskforce for Jobs members and Ministry Social Development via Zoom.
- Attended the Waikato Farm Environment Awards.
- Attended the Waikato Plan Youth Training and Employment meeting.

**Resolved** that His Worship the Mayor’s verbal report be received.

### **COUNCILLOR JOHNSON / COUNCILLOR JEFFRIES**

#### **ITEM 151 2021-31 LONG TERM PLAN - APPROVAL OF THE CONSULTATION DOCUMENT AND SUPPORTING INFORMATION FOR PUBLIC CONSULTATION**

His Worship reported it is exciting for Councillors, himself and staff to see the product which has been presented today. He referred in particular to the work and dedication undertaken by the LTP Project Lead, Ross McNeil, Strategic Planner Helen Williams and Finance Manager Brendan O’Callaghan.

His Worship said there has been approximately fifteen to eighteen months of time and effort put into the preparation of the Long Term Plan.

His Worship thanked all those staff involved.

The Chief Executive said she is proud of where Council is at today and referred to all the hard and sometimes mundane work undertaken behind the Long Term Plan. She quoted the following “before you innovate, you have to do boring really, really well”.

The Project Lead reported that to date time spent on the preparation of the LTP is approximately eighteen months working through a very comprehensive and complex process with extensive Audit input, now embarking on the statutory process. He said there are two matters which he wishes to highlight, these being,

- a) Proposed Dog Control Fees – Council is required to adopt these by the end of May 2021.
- b) Development Contributions Policy – review underway covering what a growth related area is – cost, where is the benefit and properties over which benefit will be provided. The DC Policy will be consulted on separately from the LTP.

The Finance Manager then outlined the amendments made to the LTP Consultation Document.

Following further discussion, the following issues were raised:

- Infrastructure strategy – acceleration of the Three Waters programme.
- Our ability to deliver on our Capital Works programme. (these are significant documents and contain a huge amount of information which should be looked upon as working documents.
- Compliments on the design of the documents, simple and easy to read.
- The documents will now be professionally printed.
- Open for consultation from this Friday 23 April 2021.

- Will be live on Council's Website.
- Matching of financials in particular to the deficits quoted in respect to the Ōtorohanga and Waipa Rural Water Supply Schemes.

**Resolved that**

- a) The report '2021-31 Long Term Plan - Approval of The Consultation Document and Supporting Information for Public Consultation' be received;
- b) Pursuant to section 93G, and before adopting a consultation document under section 93A of the Local Government Act 2002, Council adopts the following documents as the supporting information relied on by Council to inform the content of the Draft 2021-31 Long Term Plan and Draft Consultation Document, noting that many of these are still draft documents and are subject to final adoption by Council:
- i) The Draft 2021-31 LTP, incorporating:
    - Draft Vision and Community Outcomes
    - Draft Significant Forecasting Assumptions
    - Draft Infrastructure Strategy
    - Draft Financial Strategy
    - Draft Groups of Activities (Our Services)
    - Draft Performance Framework
    - Draft Financial Information, including the draft Revenue and Financing Policy, Accounting Policies, Financial and Funding Impact Statements, Capital Expenditure, Rating Levels and information on Reserve Funds
    - Draft development of Māori capacity to contribute to decision-making processes
    - Variations from the assessment of water and sanitary services and waste management policy
    - Information on Council-Controlled Organisations;
  - ii) The Draft Significance and Engagement Policy;
  - iii) The Draft Policy on the Remission of Rates;
  - iv) The Draft Policy on the Remission and Postponement of Rates on Māori Freehold Land;
  - v) The Draft Ōtorohanga District Water Supply Asset Management Plan;
  - vi) The Draft Ōtorohanga District Drainage (Wastewater and Stormwater) Asset Management Plan;
  - vii) The Draft Ōtorohanga District Land Transport Activity Management Plan;
  - viii) The Draft Fees and Charges for 2021-22
- c) Pursuant to sections 82 and 102 of the Local Government Act 2002, Council considers and, subject to any amendments, adopts for consultation purposes the following financial and funding policies:
- (i) the draft Revenue and Financing Policy;
  - (ii) the draft Policy on the Remission of Rates;
  - (iii) The draft Policy on the Remission and Postponement of Rates on Māori Freehold Land;
- d) Pursuant to sections 76AA and 82 of the Local Government Act 2002, Council adopts for consultation purposes the Significance and Engagement Policy:
- e) Pursuant to, and in accordance with, sections 83 and 93A to 93G of the Local Government Act 2002, Council considers and, subject to any amendments, adopts the draft Consultation Document as the Consultation Document for the 2021-2031 Long Term Plan;
- f) Council authorises the Chief Executive to approve any minor amendments required to finalise any of the documents listed in b) to e) for printing and distribution as part of the public consultation process;

- g) Council approves public consultation on the Consultation Document, the draft financial and funding policies, and the draft Significance and Engagement Policy, with the consultation period to run from 23 April to 24 May 2021; and submissions to be heard and then deliberated on at the Council meeting scheduled for 1 and 2 June 2021 (and on such further days as may be required); and,
- h) Council endorses the engagement methods, as set out in the staff report, to be utilised during the public consultation process, and endorses the schedule of public meetings and engagement sessions;
- i) Council receives the Deloitte's draft audit opinion on the draft 2021-31 Long-Term Plan Consultation Document; and the draft letter of representation.

**HIS WORSHIP / COUNCILLOR JOHNSON**

**ITEM 152 REPRESENTATION REVIEW: ESTABLISHMENT OF A MĀORI WARD**

The Group Manager Corporate referred members to the Deputy Electoral Officers report advising that Māori Wards are a mechanism through which Councils can both achieve better representation of Māori members of their Communities in Council decision-making and ensure Māori issues are much more visible within Council thinking and processes.

The Deputy Electoral Officer referred members to her report the purpose of which is to outline the reasons and process for undertaking such a process, with a recommendation to commence the first stage in considering this decision by engaging with the community.

The Group Manager Corporate informed members that any resolution will go out with a two-week consultation period, with submissions being received and back to Council for adoption at its May 2021 meeting.

During discussion the following issues were raised.

- Whether the level of consultation with Iwi has been enough.
- Consultation on both the LTP and establishment of a Māori Ward at the same time - it may be necessary for Councillors to carry out some consultation with Iwi in their particular wards.
- Proposal feels rushed- concerns that the consultation period is not long enough
- Some feel they already represent Māori within their Ward.
- This is an opportunity to bring back Māori Heritage / Culture around the Council table.
- Will create a real difference on how Council approaches various issues.
- Acknowledged that this would be an important step in building positive relationships with iwi, and that there are other steps Council can take as well.

**Resolved** that Council resolves to establish a Māori Ward in the Ōtorohanga District for the 2022 Triennial Local Government Elections.

**COUNCILLOR KLOS / HIS WORSHIP**

Councillor Dow requested it be recorded that he voted against the recommendation.

**ITEM 153 COUNCILMARK ASSESSMENT REPORT AND IMPROVEMENT PLAN**

The Strategic Advisor summarised his report the purpose of which is recommending to Council the receipt of the CouncilMARK Independent Assessment Report and endorsement of the Improvement plan arising from the CouncilMARK assessment.

He said the programme incorporates an independent assessment system that evaluates how Councils are performing and the work they are undertaking to grow the value they deliver.

The Advisor reported that the assessment report identified twenty-one recommendations for improvement with some of those incorporating duplication. In response, a draft improvement plan has been prepared setting out thirty-seven actions, the extra actions being found in the text of the report. He said the actions span the period up to the next assessment in 2023, and a number reflect initiatives already underway prior to the assessment being conducted in 2020.

The Advisor further reported that the assessments are three yearly, although Council has the option to reduce this to two years.

Following discussion, the following issues were highlighted,

- 1) Additional staff resources will be required in order for some actions to be implemented.
- 2) The report is on the agenda as public accountability and transparency are an important part of this process.
- 3) A report will be prepared for Council on the progress.

**Resolved that**

- a. The report 'CouncilMARK Assessment Report and Improvement Plan' dated 6 April 2021 be received;
- b. The report 'Ōtorohanga District Council Independent Assessment Report – December 2020' be received;
- c. The Council receives and endorses the CouncilMARK Improvement Plan – Summary – April 2021.

#### **COUNCILLOR JOHNSON / COUNCILLOR FERGUSON**

#### **ITEM 154 CONFIRMATION OF ROAD NAME**

The Group Manager Environment summarised his report advising that a road name is required for the private right of way off Orahiri Terrace that will service a new subdivision accommodating eight dwellings. He said the developer has submitted his preferred road names for consideration in accordance with Council's Road Naming Policy.

**Resolved** that Otorohanga District Council approve the road name Wood Lane for a private right of way shown as Lot 8 on Land Transfer Plan LT 527557 and located on the northern side of Orahiri Terrace, Ōtorohanga.

#### **HIS WORSHIP / COUNCILLOR DOW**

#### **COUNCILLOR UPDATE**

##### **COUNCILLOR WILLIAMS**

- Attended the Three Waters Reform Workshop.
- Civil Defence meeting with Julian Snowball.
- Extended thanks to all those involved in the preparation of the LTP.

##### **COUNCILLOR JOHNSON**

- Attended the Three Waters Reform Workshop.
- Spent considerable time reading LTP documentation.
- Update on the Beattie Home Dementia Centre – 21 patients already on waiting list, capacity of 20 beds.
- Outstanding generosity of an anonymous donor – donated \$20,000 for a new vehicle at Beattie Home.

##### **COUNCILLOR FERGUSON**

- Expressed concern regarding the intersections of Thompson Avenue and Harpers Avenue with State Highway 3 – undertook to carry out some work on this matter.

##### **COUNCILLOR KLOS**

Highlighted three issues that have not come back to Council.

- Roading document – long gravel rural roads where there is one property, cost to maintain transferred to property owner.
- Underpasses on Dairy Farms – increase costs to be met by farmers, a lot of requirements placed on the farmers.

- Ownership of Water Supply and Committees – no recommendations from the Committees to Council in regards to ownership.
- Waikeria Prison meeting.
- Desperate housing need – people living rough.
- Traffic control at State Highway 3 – Waikeria Road – who will pay for this and who’s responsibility?
  - Responsibility of the Department of Corrections.
- Cost incurred to date in the preparation of the LTP?

#### COUNCILLOR DOW

- Attended the Ōtorohanga Community Board meeting.
- Attended the Regional Land Transport meeting – new representative on Committee.

#### COUNCILLOR JEFFRIES

- Attended evening LTP meeting with Iwi – good representation / discussion.
- Attended the Three Waters Reform Workshop.
- Referred to a Kawhia meeting held recently regarding parking, queried if progress has been made and an update.
- Vandalism occurring in Kawhia, in particular the Street signs.
- Dog problem at Hauturu – advised that the owner has left the District.

#### HIS WORSIHP

- Expressed sincere thanks to Councillors and Staff for their efforts in the preparation of the LTP.

#### **MEETING CLOSURE**

The meeting closed at 12.40pm