



Otorohanga District Council

# MINUTES

11 December 2018

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

11 December 2018

Minutes of an ordinary Meeting of the Otorohanga District Council held in the Council Chambers, 17 Maniapoto Street, Otorohanga on Tuesday 11 December 2018 commencing at 10.00am.

## MINUTES

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## **PRESENT**

Mr. MM Baxter (Mayor), Mrs. DM Pilkington (Deputy Mayor), Councillors RA Klos, K Christison, AJ Williams (attended at 10.03am) K Philips and P.McConnell

## **IN ATTENDANCE**

Messrs, A Loe (Acting Chief Executive), G Bunn (Corporate Services Manager), R Brady (Engineering Manager) R Johnson and CA Tutty (Governance Supervisor)

## **APOLOGY**

It was noted that an apology was received from Council's Chief Executive Mr. DC Clibbery and Councillor A Williams for lateness.

His Worship declared the meeting open and welcomed those present.

## **OPENING PRAYER**

Councillor McConnell read the Opening Prayer.

## **PUBLIC FORUM**

No members of the public were present.

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

ITEM 236 APPOINTMENT OF CHIEF EXECUTIVE – CONFIDENTIAL

**Resolved** that consideration be given to the appointment of the Chief Executives position which will be considered in a public excluded section of today's meeting and may require a resolution.

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

## **CONFIRMATION OF MINUTES – 20 NOVEMBER 2018**

The Governance Supervisor referred members to the public forum section in particular the first paragraph and reported that following the name Sonya Hetet it be recorded in brackets (Chief Executive of the Maniapoto Maori Trust Board).

The Governance Supervisor referred to the second paragraph, in particular the second line, the word "Manu" to be corrected to read "Mana".

Councillor Johnson reported that his attendance at the meeting had not been recorded.

Councillor Pilkington referred to page 6, the item regarding Sister Reidy's Memorial and advised that the word "Amnesty" has been spelt incorrectly and in the second paragraph the word "Maori" should be spelt "Mauri".

**Resolved** that the Minutes of the meeting of the Otorohanga District Council held on 20 November 2018, as amended, be approved as a true and correct record of that meeting and the resolutions contained within be adopted.

### **Councillor McConnell / Councillor Pilkington**

## **CONFIRMATION OF MINUTES – CONFIDENTIAL – 20 NOVEMBER 2018**

**Resolved** that the Confidential Minutes of the meeting of the Otorohanga District Council held on 20 November 2018, as circulated, be approved as a true and correct record of that meeting and the resolutions contained within be adopted.

### **Councillor Pilkington / Councillor Klos**

### **CONFIRMATION OF MINUTES – OTOROHANGA COMMUNITY BOARD – 1 NOVEMBER 2018**

**Resolved** that the Minutes of the meeting of the Otorohanga Community Board held on 1 November 2018 as circulated, be confirmed and the recommendations contained therein be adopted.

**Councillor McConnell / Councillor Christison**

### **CONFIRMATION OF MINUTES – KAWHIA COMMUNITY BOARD – 19 OCTOBER 2018**

**Resolved** that the Minutes of the meeting of the Kawhia Community Board held on 19 October 2018 as circulated, be confirmed and the recommendations contained therein be adopted.

**Councillor Pilkington / Councillor Johnson**

### **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 321 PUBLIC FORUM PROCESSES**

The acting Chief Executive summarised the Chief Executives report proposing changes to some of the rules in respect of the conduct of public forum sessions of meetings of Council and its Community Boards.

Councillor Johnson referred to page 2, in particular the first paragraph in italics and expressed the opinion that the word "preferable" is not strong enough.

The Governance Supervisor suggest in this could be replaced with the word "requirement".

Councillor McConnell expressed the opinion that a public forum section should not be one for operational matters to be raised. These should be handled directly by staff.

Councillor Klos referred to the recent incidents regarding the proposed workers camp at the Island Reserve and said that those persons protesting had two opportunities to present their concerns, one being at the meeting of the Otorohanga Community Board prior to a Council meeting. She said it would have been useful if Councillors had been advised that they had made a presentation to the Board.

Councillor Klos felt that a public forum section should not give the public an opportunity to attack staff members.

Councillor Klos referred to her attendance at a recent prison impact forum where at a person spoke on behalf of CPB and expressed their company's concern at the negative attack on the proposal to erect a workers camp.

Councillor Klos expressed the opinion that she felt the company had pulled back on establishing a workers camp within the Otorohanga District due to the negative attack. She felt that Councillors need to be aware of these situations so that Council is able to provide some protection to businesses in Otorohanga.

Councillor Phillips expressed the opinion that the public should be allowed to vent their frustration and need to be heard. He said Councillors need to take any negative comments on the chin, let the public have their say and then they appear to calm down.

His Worship agreed and said he had no issues with the public attending the public forum section however, this needs to be controlled.

Councillor Johnson referred to operational matters and expressed the opinion that should a member of the public approach the Governance Supervisor a couple of days prior to the meeting then he will decide whether the matter to be raised is an operational one.

Councillor McConnell felt that Council often learns from these experiences.

Councillor Williams reported that a large number of Councils do allow videos to be taken of their meetings.

**Resolved that**

1. the rules for conduct of public forum sections of meetings of Council and its Community Boards are amended to allow requests to speak to be made immediately prior to the commencement of a forum only at the discretion of the Mayor / Chair.
2. the only information from the proceedings of a public forum to be recorded in the minutes of the associated meeting shall be the name of the speaker and an outline description of the subject on which they spoke, the length of which is to not exceed 20 words.
3. video recording of public forum sections of meetings is not permitted.

**Councillor Johnson / Councillor Klos**

**ITEM 322 LIGHTING OF RURAL ROAD INTERSECTIONS**

The Engineering Manager referred members to the Chief Executive's report advising that it is proposed that lights are progressively installed at the busiest intersections of rural local roads in the Otorohanga District.

He requested members take the report as read.

Councillor Klos reported that she has not raised this matter due to the frequency of accidents. She said in the rural area it is so dark that travellers get lost.

His Worship expressed the opinion it would be difficult to prioritise which intersections require lighting based on the assumption that people are getting lost. He said perhaps larger and / or clearer signage would be more appropriate.

Councillor Phillips said that the report was very well written however, he is not happy to accept it until costings of the proposal are known.

Following discussion it was agreed that this matter could be discussed in the budget meetings for next year however, in the meantime the Engineering Manager prepare a separate report identifying the costings involved.

Councillor Klos suggested whether it would be worthwhile for staff to have discussions with TrustPower to ascertain whether they could be interested in assisting with the proposal.

The Engineering Manager replied he understood that TrustPower are not in favour in meeting other organisations capital works.

It was agreed that this matter be placed on Matters Referred.

**Resolved** that Council progressively installs lighting at all intersections of two local roads in the District where the product (multiple) of the estimated average daily traffic volumes of the two intersecting roads exceeds 30,000 subject to the approval of the budget for intersection lighting, at a later date.

**Councillor Phillips / Councillor Klos**

**ITEM 323 FURTHER AMENDMENT OF TRAFFIC BYLAW SCHEDULES**

The acting Chief Executive summarised the Chief Executive's report informing members of further minor amendments to the schedules of Council's Traffic Bylaw 2005 in relation to parking in the Kawhia Community.

Councillor Pilkington reported that the proposed amendments were raised and approved at a meeting of the Kawhia Community Board held last Friday.

**Resolved** that the First Schedule – Parking Restrictions of the Otorohanga District Traffic Bylaw 2005, be amended in accordance with the contents of the Chief Executive's reported dated 11 December 2018 and its attachments.

**Councillor Pilkington / His Worship**

**ITEM 325 MATTERS REFERRED – 18 SEPTEMBER 2018**

His Worship referred to Items on matters referred.

It was agreed that the item under Chief Executive dated 18 September 2018 be amended to read –

1- To consider potential seal extensions and minor safety works in a workshop situation.

It was agreed that item number 2 regarding the public forum section of meetings be deleted.

**ITEM 324 DRAFT MANAGEMENT ACCOUNTS FOR THE PERIOD ENDING 30 SEPTEMBER 2018**

The Finance Manager attended the meeting and took members through the management accounts for the quarter ending 30 September 2018.

The Corporate Services Manager said there may be some short term borrowing in respect to the Otorohanga Medical Hub and a potential increase in debt should the Westridge Subdivision extension proceed.

Councillor Williams requested a summary be prepared of items 60% under or over the estimated figure. She expressed the opinion that members are looking at a document two months old.

Councillor Phillips said he is struggling with the front page of the accounts as the period is for the quarter ending 30 September 2018 not for the year ending.

Councillor Klos advised that the Audit and Risk Committee will be looking into the method of Councils reporting on financial information.

Councillor McConnell referred to the flood protection and control works account in particular to Council engaging an independent assessor to assess the condition of Council's assets such as pumps etc.

The Engineering Manager replied that he believes there are no pumps which will require renewing however, expert advice is being obtained.

He said funding will come from depreciation which Council is holding.

The Corporate Services Manager informed members of a \$20,000 riskpool debt which Council may be required to pay out. He said this funding pool went well until a major disaster happened.

**Resolved** that the Draft Management Accounts for the quarter ended 30 September 2018 be received.

**Councillor Phillips / Councillor McConnell**

**GENERAL**

**Property – Newmans Road**

Councillor Klos reported she had received a query regarding a property on Newmans Road in particular to an archaeological site which she had referred to Council's Environmental Services Manager.

**NEW ZEALAND MOTOR CARAVAN ASSOCIATION**

Councillor Klos referred to discussions with a representative of the New Zealand Motor Caravan Association regarding their site in Otorohanga and the disposal of effluent. She said it appears they wish to have the same system installed as that in the Waitomo District.

The acting Chief Executive advised that the association understood what they were receiving at the commencement of the lease of the area, however now they wish to have a wastewater system put in

place. Members were informed that the association members are welcome to approach a local camping ground however, nobody has done so to date.

Members were informed that the association members feel they are bringing value to Otorohanga by being in town.

### **AUDIT AND RISK COMMITTEE**

His Worship informed members that any issues in relation to the Otorohanga Medical Hub have been rectified and there is nothing further to investigate or record.

### **GOVERNMENT HOUSING INITIATIVE**

Councillor Klos felt that the Government housing initiative is encroaching on what local government does.

The Acting Chief Executive replied that the government is looking at circumventing / focusing on large Councils to ring fence proposed housing areas. He said the issue is all about the availability and cost of the land.

### **IMPACT FORUM – SOCIAL HOUSING**

Councillor Klos reported that workers at the proposed Waikeria Prison extension will be looking to purchase houses in reasonably priced areas therefore a section of the population will have nowhere to buy or rent a house. She asked what is Council doing about this situation.

Councillor Pilkington suggested that this is a matter could be considered in the next Long Term Plan discussions.

The acting Chief Executive advised that if Council was to borrow money to assist in providing social housing it would be most likely not able to fund the project.

His Worship expressed the opinion that Council has no appetite to fund low cost housing as he does not believe there is a demand out there. He suggested that ratepayers could be asked if they would be prepared to fund such a proposal.

Councillor Johnson said there may be options available for discussion and other social options which could be available in town that may be considered.

Councillor McConnell expressed the opinion that central government needs to tidy up their act in this matter.

Councillor Christison suggested Council work on building its relationship with Habitat for Humanity.

### **LIBRARIES**

Councillor Klos reported that some Libraries have an online banking system in place. She felt this could be an interesting way for Council's Library to head.

The Corporate Services Manager replied that the District Library can effectively carry out this facility now and that staff are there to assist the public to do so.

### **BEATTIE HOME**

Councillor Johnson updated members on the activities of Beattie Home and reported that the organisation has just purchased number two and four Clarke Street for the erection of their Dementia Unit.

Councillor Johnson reported that Councillor Christison has offered to install a memorial garden.

Councillor Johnson informed members that Beattie Home has six surplus houses to dispose of and that a further two million dollars is required to complete the project. He said upon completion the facility will provide twenty jobs.

### **CHRISTMAS PARADE**

Councillor Christison said it was nice to see His Worship in the local Christmas parade.

### **SPORT WAIKATO FORUM MEETING**

Councillor Williams reported on her attendance at a Sport Waikato forum meeting held recently where some negative feedback was received. She said however, traction was gained at gathering opinions in particular to the engagement of a Sport Waikato Coordinator.

The Corporate Services Manager advised that there is still going to be further Sport Waikato Roadshows however, in January 2019 a report will be presented on the appointment of a Sport Coordinator.

Councillor Pilkington confirmed that Council has allocated funding for a Sport Waikato Coordinator position.

Councillor McConnell felt that following substantial discussion on the proposed engagement of a Sports Coordinator Council may need to look at other alternatives.

The Corporate Services Manager advised that Council has budgeted for a half person filling the position of Sport Coordinator for the District. He said Sport Waikato is currently putting together a Sport and Recreation Plan.

Councillor Phillips expressed the opinion that some attendees want to engage a Sports Coordinator however, some questioned if there was another way of providing this activity.

Councillor Pilkington reported that representatives of Sport Waikato attended the last Kawhia Community Board meeting along with other attendees and advised that Sport Waikato is not about carrying out the activities itself but enabling organisations to do so.

The Corporate Services Manager informed members that the sporting boundaries do not follow those of District boundaries.

### **BRISTLE GRASS**

Councillor Phillips referred to research undertaken at the Tokonui Research Centre regarding Bristle grass and advised that the Council spraying of road markers and drains is the worst thing it can do in assisting the spread of Bristle grass. He said anywhere where cultivation has been undertaken this grass will grow.

Councillor Phillips reported that there are people out there who will assist in the eradication of Bristle grass. He said competition with other grasses such as Rye grass will knock out the spread of this.

### **OTOROHANGA RIVER WEIR**

Councillor Phillips reported that the sign to the river has been pulled down and a fence moved making it difficult for people to get down to the river.

### **JIM BARKER MEMORIAL PLAYGROUND**

Councillor Phillips reported on his attendance at the official opening of the Jim Barker Memorial Playground and felt that this playground is fantastic. He said throughout the opening day the area was full of children.

### **MANGARONGO ROAD**

Councillor Phillips extended his congratulations to Council's Engineering staff involved on the recent work undertaken on Mangarongo Road.

### **MAYORAL ACTIVITIES**

His Worship reported on his recent attendance at a SWEAP meeting with the three Councils involved working very well together.

### **ROADING EFFECTIVENESS GROUP**

The Engineering Manager informed members that this Council obtained the fourth highest place in New Zealand in respect to the provision of asset management data.

### **PROPOSED WESTRIDGE SUBDIVISION EXTENSION**

Councillor McConnell reported there is a need for Council to have a discussion on what is happening in regards to the Westridge subdivision extension. He said, all parties involved need to be on the same page.

### **COMMUNITY GENEROSITY**

Councillor McConnell suggested that Council needs to place on paper its thanks to those people / organisations who have generously donated to various facilities and activities in the Community.

Councillor Pilkington said she would like to acknowledge the wonderful Jim Barker Memorial Playground opening and the Otorohanga Community Christmas Parade.

Councillor Pilkington informed members that the Kawhia School Prizegiving will be held this Thursday.

His Worship extended thanks to Councillors and staff for another good year. He said he is looking forward to a number of changes throughout 2019. His Worship extended best wishes to everyone for the festive season.

**MEETING ADJOURNMENT**

**Resolved** that the meeting be adjourned for Lunch at 12.23pm..

**Mayor / Councillor Pilkington**