



Ōtorohanga District Council

MINUTES

18 August 2020

11.03am

ŌTOROHANGA DISTRICT COUNCIL

18 August 2020

Minutes of an Ordinary meeting of the Ōtorohanga District Council held in the Council Chamber, 17 Maniapoto Street, Ōtorohanga.

Tanya Winter
CHIEF EXECUTIVE

MINUTES

PRESENT

IN ATTENDANCE

APOLOGIES

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

DECLARATION OF CONFLICTS OF INTEREST

CONFIRMATION OF MINUTES ŌTOROHANGA DISTRICT COUNCIL – 21 JULY 2020

RECEIPT OF MINUTES ŌTOROHANGA COMMUNITY BOARD – 5 AUGUST 2020

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PRESENT

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

IN ATTENDANCE

Ms. T. Winter (Chief Executive), Messrs., A Loe (Group Manager Environment), R, Brady (Group Manager Engineering), G Bunn (Group Manager Corporate), B O'Callaghan (Finance Manager), CA Tutty (Governance Supervisor), Mrs. H Williams (Strategic Planner)

His Worship declared the meeting open and extended "good morning" to Councillors and Staff.

REFLECTION / PRAYER / WORDS OF WISDOM

His Worship presented a few facts on Honey Bees in New Zealand and recited three Bee quotes based on the activities of Honey Bees.

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.

INTRODUCTION – H WILLIAMS – STRATEGIC PLANNER

The newly appointed Strategic Planner Helen Williams addressed members and advised that she had gained some insight into their feelings by attending a Risk and Assurance meeting yesterday and being part of their workshop this morning. She said she is particularly passionate about the rural sector and wishes to work with Councillors for the future benefit of the District.

CONFIRMATION OF MINUTES ŌTOROHANGA DISTRICT COUNCIL – 21 JULY 2020

RESOLVED that the minutes of the meeting of the Ōtorohanga District Council held on 21 July 2020, as circulated, be approved as a true and correct record of that meeting and the recommendations contained therein be adopted.

COUNCILLOR FERGUSON / COUNCILLOR JOHNSON

Councillor Jeffries referred to the beach planting day at Aotea held on 8 August 2020 and reported that just over one thousand plants had been planted.

RECEIPT OF MINUTES ŌTOROHANGA COMMUNITY BOARD – 5 AUGUST 2020

RESOLVED that the Minutes of the meeting of the Ōtorohanga Community Board held on 5 August 2020 be received.

COUNCILLOR CHRISTISON / HIS WORSHIP

ITEM 100 HIS WORSHIP THE MAYOR – VERBAL REPORT

His Worship presented the following verbal report of activities carried out since the last meeting.

- Attended thirteen 'Drop In' sessions for Council's LTP.
- Meeting with Iwi Leaders.
- Met with Superintendent Bird for their regular update.
- Ōtorohanga Community Board meeting.
- Radio Interview with the Breeze and Buzzy Bee at Fat Kiwi Cafe.
- Nehenehenui RMC Meeting.
- Hosted Mayor of Matamata-Piako - Ash Tanner on Ōtorohanga visit.
- Zoom meeting with Ngati Maniapoto in relation to COVID-19.
- Mayoral Forum meeting via Zoom.
- Attended Risk and Assurance Committee meeting.

Councillor Jeffries referred to His Worship's meeting with the Police Superintendent and queried whether the following items had been raised:

- Policing of Motorbikes, Quad Bikes at Kawhia – an accident waiting to happen.
- Extreme bad driving being observed on State Highway 31

RESOLVED that His Worship's verbal report be received.

HIS WORSHIP / COUNCILLOR JEFFRIES

ITEM 101 CHIEF EXECUTIVE REPORT 21 JULY 2020 – 17 AUGUST 2020

The Chief Executive summarised her report the purpose of which is to inform Council of the key focus areas of the Chief Executive in the last month and signal anything of note coming up in the months to follow.

She asked members to take her report as read and highlighted the following matters:

- New Zealand (except Auckland) back into COVID-19 Alert Level 2
- Civil Defence Controllers meetings being attended by herself and/or Group Manager Environment
- IANZ audit of Building Consent Authority – delighted to advise that Council passed the audit with flying colours. Extremely proud of the Building Department staff involved.
- CouncilMARK assessment – encourage as many Councillors as possible to attend.

RESOLVED that the Chief Executive report for the period 21 July 2020 – 17 August 2020 be received.

COUNCILLOR WILLIAMS / COUNCILLOR CHRISTISON

PRESENTATION – WAIKATO DISTRICT HEALTH BOARD

Dame Margaret Wilson DCNZM Deputy Commissioner for the Waikato Health Board attended the meeting and made a presentation to Council.

Dame Margaret briefly outlined her background before being approached to be Deputy Commissioner of the Waikato District Health Board. She said this role has given her a 'local voice' and she is fortunate to be working with an organisation that recognise need for change. She said that some changes are finally coming to fruition.

Dame Margaret referred to a report on 'Need To Change' and the decision to transform, make fundamental changes of an operational nature, change of structure and also recognising the provision of leadership, training and support.

The following issues were highlighted by Dame Margaret:

- Decentralisation.
- Local resolutions – need Central Government support.
- Priorities – equity issue and more involvement with local Iwi.
- DHB representative on the Waikato Plan.
- Funding obtained – dominates the various levels of service.

- Funding to enable people to move out of the Henry Rongomau Bennett Centre safely back into the Community.
- Staffing a problem.
- Lack of rural Doctors – recognised by the WDHB .
- Asked for revision of their transport policy.
- Programme for nursery via the university.

His Worship thanked Dame Margaret for her presentation and requested that consideration continue to be given to the Ōtorohanga District and its people.

ITEM 103 APPLICATION FOR TEMPORARY ROAD CLOSURE – TARGA NZ – SILVER FERN NEW ZEALAND SUNDAY 22 NOVEMBER 2020

The Group Manager Engineering summarised the Senior Engineering Assistant’s report on an application received from Targa New Zealand for various road closures within the Ōtorohanga District, to enable Targa New Zealand to hold the Silver Fern New Zealand 2020 Rally on Sunday 22 November 2020.

Resolved that the application for Temporary Road Closure on sections of Aotearoa, Kahorekau, Wairehi, Waipari, Ranginui, Waipapa, Scott, McLean, Tahae, Ngapeke, Rangitoto, Bush, Tahaia Bush, Barber, Tauraroa Valley, Hoddle and Maihihi Roads on Sunday 22 November 2020; be granted with the following conditions imposed;

1. In the event of a COVID:19 resurgence and a revert to a lockdown greater than Level 2 status, any granted road closures will be rendered null and void.
2. Emergency services always have complete rite of passage at all times.
3. Targa New Zealand is to pay an application fee of \$400.00 towards the administration of the road closure to Ōtorohanga District Council.
4. Targa New Zealand is to pay for all advertising costs to the appropriate newspapers. Public notice advertisements are to be published in the Waitomo News.
5. Targa New Zealand is responsible for obtaining public liability insurance (and paying the cost thereof) to a minimum value of \$10,000,000. 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.
6. Targa New Zealand is to comply with the objection provisions contained in the Transport (Vehicular Traffic Road Closure) Regulations 1965.
7. Targa New Zealand is to liaise and provide evidence of liaison with all operators and businesses that may be affected by the road closures.
8. Targa New Zealand 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.
9. Targa New Zealand 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.

10. 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 Targa New Zealand 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 KLOS / COUNCILLOR JOHNSON

PRESENTATION – COMMSAFE

Trustee / representatives of Commsafe attended the meeting and made a presentation to Council. The representatives being Chairperson Athol Murray, Trustee Chris Smith and Community Safety Officer Mandy Merson.

Mr. Murray thanked Council for the opportunity to present to Council and for Council's contribution to their organisation. He said it is their endeavour to make the Community safer to reside in.

Mr. Smith then made the presentation to Council, this covered the following points –

- Neighbourhood support.
- Incident recording / monitoring.
- Community patrols.
- CCTV.
- Commsafe in the Ōtorohanga District – neighbourhood support and Community patrol.

Mr. Smith extended particular thanks and appreciation to the Ōtorohanga District Council for their ongoing interest, support and commitment provided to Commsafe over the past two years.

The Group Manager Corporate advised that further funding to Commsafe is to be considered in future budgets.

His Worship extended thanks to the presenters for attending today's meeting.

LUNCH ADJOURNMENT

Council adjourned for lunch at 12.37pm and resumed at 1pm.

PRESENTATION – ARTS NAVIGATOR – CREATIVE WAIKATO

Representatives of Creative Waikato Dr. Jeremy Mayall and Ms. Des Ratima attended the meeting.

In summary Dr. Mayall's presentation covered the following points –

- Waikato Art's Navigator, it's goal is to build a collective vision for arts and creative outcomes for all it's Communities.
- Objectives being – arts development with the following outcomes:
 - Creative prosperity.
 - Creative experiences.
 - Creative wellbeing.
 - Creative excellence.
- Foundation principles being:
 - Strength base.
 - Borderless.
 - Inclusive.
 - Tangata whenua.
 - Regionally aligned.

The purpose of Dr. Mayall's report is to:

- Outline the predicted challenges facing Council post COVID19 lockdown.
- Provide examples of how the Arts can assist with post recovery.
- Seek Council agreement and commitment toward Stage 2 approach.

In answer to His Worship's query as to what Creative Waikato is currently doing within the Ōtorohanga District he was advised of the following-

- Developing a Youth programme.
- Best Fest – Held on a previous weekend.
- Working with individual groups providing upskilling and guidance.

Dr. Myall said he was pleased to see that the Ōtorohanga District Council has integrated Arts into its Long Term Plan.

His Worship thanked the representatives for their presentation.

ITEM 102 THREE WATERS SERVICES DELIVERY REFORM – SIGNING OF MEMORANDUM OF UNDERSTANDING WITH THE CROWN

The Services Manager referred to his report the purpose of which is to seek approval from Council to

1. Sign a Memorandum of Understanding (MoU) with the Crown, agreeing to participate in the initial stage of a Central/Local Government three waters service delivery reform programme; and
2. To authorise the Chief Executive to enter into the Funding Agreement, to accept a grant from the Crown to spend on operating and/or capital expenditure relating to three waters infrastructure and service delivery

He asked members to take the report as read and whether they had any questions on its content.

The Services Manager reported that the two main issues facing the three waters system and rationale for the reform are regulatory failures and service delivery.

The Chief Executive reported that following the agreement to divvy up a regional allocation, this Council's allocation towards the programme has increased to 2.5 million dollars.

Resolved that

1.
 - a) In July 2020, the Government announced an initial funding package of \$761 million to provide a post COVID-19 stimulus to maintain and improve water networks infrastructure, and to support a three-year programme of reform of local government water services delivery arrangements; and
 - b) Initial funding will be made available to those councils that agree to participate in the initial stage of the reform programme, through a Memorandum of Understanding (MoU), Funding Agreement, and approved Delivery Plan.
 - c) This initial funding will be provided in two parts: a direct allocation to individual territorial authorities, and a regional allocation. The participating individual authorities in each region will need to agree an approach to distributing the regional allocation. This will be decided by the Waikato Mayoral Forum on 17 August 2020.
 - d) The Steering Committee has recommended a preferred approach to the allocation of regional funding, being the same formula as was used to determine the direct allocations to territorial authorities. This approach is supported by the Waikato Chief Executive Forum who will be making a recommendation to the Waikato Mayoral Forum.
 - e) That the MoU and Funding Agreement cannot be amended or modified by either party, and doing so would void these documents.
 - f) That participation in this initial stage is to be undertaken in good faith, but this is a non-binding approach, and the Council can opt out of the reform process at the end of the term of the agreement (as provided for on page 5 of the MoU).

- g) That the Council has been allocated \$1.25 million of funding, with the likely addition of another \$1.25 million from the regional funding, which will be received as a grant as soon as practicable once the signed MoU and Funding Agreement are returned to the Department of Internal Affairs, and a Delivery Plan has been supplied and approved (as described on page 5 of the MoU).
 - h) That the Delivery Plan must show that the funding is to be applied to operating and/or capital expenditure relating to three waters infrastructure and service delivery, and which:
 - supports economic recovery through job creation; and
 - maintains, increases, and/or accelerates investment in core water infrastructure renewal and maintenance.
2. Council **agrees** and resolves to;
- a) Sign the MoU at **Appendix A** and Funding Agreement at **Appendix B**.
 - b) Nominate Tanya Winter, the Chief Executive of the Council as the primary point of communication for the purposes of the MoU and reform programme – as referred to on page 6 of the MoU.

COUNCILLOR JEFFRIES / COUNCILLOR DOW

ITEM 104 APPLICATION FOR TEMPORARY ROAD CLOSURE – HAMILTON CAR CLUB – 2020 GRAVEL RALLY EVENT

The Group Manager Engineering referred members to the Senior Engineering Assistants report on an application received from the Hamilton Car Club for various road closures within the Ōtorohanga District to enable the Club to hold the Hamilton Car Club 2020 Gravel Rally Event.

He reported that this application is different from the previous one in that it is on sections of gravel road and the conditions provide for the payment of a Bond.

Resolved that the application for Temporary Road Closure of sections on Te Rauamoā, Pirongia West and Kaimango Roads on Sunday 6 December 2020; be granted with the following conditions imposed;

1. In the event of a COVID:19 resurgence and a revert to a lockdown greater than Level 2 status, any granted road closures will be rendered null and void.
2. Emergency services always have complete rite of passage at all times.
3. Hamilton Car Club is to pay a bond of \$4000.00 per unsealed road to be used, \$12 000 in total. Bond returnable after post event drive over, undertaken by Ōtorohanga District Council Roading Team.
4. Hamilton Car Club is to pay an application fee of \$400.00 towards the administration of the road closure to Ōtorohanga District Council.
5. 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.
6. Hamilton Car Club is responsible for obtaining public liability insurance (and paying the cost thereof) to a minimum value of \$10,000,000. 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.
7. Hamilton Car Club is to comply with the objection provisions contained in the Transport (Vehicular Traffic Road Closure) Regulations 1965.

8. Hamilton Car Club is to liaise and provide evidence of liaison with all operators and businesses that may be affected by the road closures.
9. 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.
10. 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.
11. 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.

HIS WORSHIP / COUNCILLOR FERGUSON

ITEM 105 CIVIL DEFENCE EMERGENCY MANAGEMENT REPORT FOR APRIL TO JUNE 2020

The Group Manager Environmental referred members to the Emergency Management Operations Manager's report for the period April to June 2020.

He submitted an apology from the EM Operations Manager who was unable to attend this meeting.

The Group Manager asked members whether they had any questions on the content of this report.

Resolved that the report 'Civil Defence Emergency Management for April to June 2020' from Emergency Management Operations Manager be received.

COUNCILLOR JOHNSON / COUNCILLOR FERGUSON

ITEM 106 PLANNING REPORT FOR APRIL TO JUNE 2020

The Group Manager Environment referred members to his report on Resource Consents and planning approvals granted during the period 1 April to 30 June 2020.

He asked members whether they had any questions on its content.

Resolved that the Planning Report for April to June 2020 be received.

COUNCILLOR CHRISTISON / COUNCILLOR JEFFRIES

COUNCILLOR UPDATES

Councillor Dow

- Attended Transport Planning at Waikato Regional Council - requested that the reinstatement of the safety rail on State Highway 3 over bridge be included on their next agenda.
- Attended a couple of LTP Roadshows.

Councillor Jeffries

- Attended Long Term Plan Roadshows in his Ward.
- Attended the Three Waters workshop in Tauranga.
- Attended a meeting of the Onepu Charitable Trust.
- Reported that the Kawhia Kai Festival will be proceeding on 6 February 2021.
- Attended a meeting at the Kawhia Sports Club run by TKI.
- Attended the North King Country JP AGM and dinner.
- Attended the Risk and Assurance Committee meeting.
- Attending a meeting of the Maniapoto Maori Trust Board.
- Complimented staff involved on the work undertaken on the Kawhia Museum Building.
- Extended appreciation to NZTA for the work carried out at Puti Bluff.

Councillor Klos

- Attended three LTP Roadshows and said she was pleased Council went through this process.

Councillor Williams

- Attended most of the LTP Roadshows and enjoyed the opportunity to have one on one discussions with staff.
- Attended the Risk and Assurance Committee meeting.
- Attended the Kawhia Community Board Meeting.
- Attended the Kawhia Quiz Night.

Councillor Christison

- Attended some of the LTP Roadshows and said it was great to have one on one discussions with staff.
- Attended the Three Waters workshop.
- Attended the Ōtorohanga Community Board meeting.

Councillor Ferguson

- Attended a Grants and Awards Committee meeting. He referred In particular to the Rural Travel Fund. He advised that a survey undertaken by Sport New Zealand will be forwarded to members in order to obtain feedback from various organisations throughout the District.
- Attended a number of LTP Roadshows throughout the District.
- Attended the Three Waters workshop.
-

Councillor Johnson

- Attended the Three Waters workshop.
- Attended the Grants and Awards Committee meeting.
- Attended a multi Council Northern Explorer meeting via Zoom. He said in order to get the Northern Explorer up and running a delegation will be presenting to the Chief Executive of KiwiRail.
- Attended a number of LTP Roadshows throughout the District.

His Worship

His Worship extended thanks to members who attended any of the LTP Roadshows held around the District.

ITEM 107 RESOLUTION TO EXCLUDE THE PUBLIC

Resolved that

- a) that the public be excluded from the following parts of the proceedings of this meeting, namely,-

ITEM 108 Minutes of Chief Executive Performance Review

ITEM 109 Appointment of Directors – Waikato Regional Airport Limited

ITEM 110 Property Purchase

- b) The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General Subject of each Matter to be Considered	Reason for Passing this Resolution in relation to each matter	Ground(s) under section 48(1) for the Passing of this Resolution
Minutes of Chief Executive Performance Review	Good reason to withhold exists under section 7	Section 48(1)(a)
Appointment of Directors – Waikato Regional Airport Limited	Good reason to withhold exists under section 7	Section 48(1)(a)
Property Purchase	Good reason to withhold exists under section 7	Section 48(1)(a)

- c) This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:
- Section 7(2)(a) to protect the privacy of natural persons, including that of deceased natural persons.
 - Section 7(2)(i) to enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).

NOTE

Section 48(4) of the Local Government Official Information and Meeting Act 1987 provides as follows:

“(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof)-

- (a) Shall be available to any member of the public who is present; and
(b) Shall form part of the minute of the local authority.

HIS WORSHIP / COUNCILLOR WILLIAMS

MEETING CLOSURE

The meeting closed at 3pm