



Kawhia Community Board

MINUTES

12 December 2014

KAWHIA COMMUNITY BOARD

12 December 2014

Minutes of an ordinary meeting of the Kawhia Community Board held in the Community Boardroom, Jervois St, Kawhia on Friday 12 December 2014 commencing at 1.05pm.

MINUTES

Minutes are unconfirmed and subject to amendment at the next meeting of the Board.

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PRESENT

Mr CE Jeffries (Chair), Ms A Gane (attended at 1.13pm), Cr DM Pilkington, Messrs AJ Rutherford and DM Walsh.

IN ATTENDANCE

Messrs DC Clibbery (Chief Executive & Engineering Manager) and CA Tutty (Governance Supervisor).

APOLOGY

Resolved that an apology received from Ms A Gane, for lateness, be sustained.

Mr Rutherford / Mrs Pilkington

ITEMS TO BE CONSIDERED IN GENERAL BUSINESS

Resolved

That the Board give consideration to making a contribution towards the proposed Kawhia Moana Kai Festival event be considered in General Business which may require a resolution.

Chair / Mrs Pilkington

CONFIRMATION OF MINUTES – 26 SEPTEMBER 2014

The Governance Supervisor reported that at a recent meeting of Council, Mrs Pilkington referred to the Minutes, page 1/2, Item 31 – Kawhia Museum Signage and requested the second to last sentence to read "... the Otorohanga District Development Board has agreed to pay for the replacement of the vinyl skins."

Resolved that the minutes of the meeting of the Kawhia Community Board held on 26 September 2014, as amended, be approved as a true and correct record of that meeting.

Mr Rutherford / Mr Walsh

MATTERS ARISING

TOM FRENCH GROVE

The Engineering Manager reported that Council is persevering with the camera it currently has. Mr Walsh reported that there is not as much rubbish being dumped in the toilet facility.

KAWHIA COMMUNITY PROPERTY

Reference was made to request that staff check the rental income figure in relation to the operating income within the Kawhia Community Property account. It was agreed that staff follow up on this matter.

REPORTS

Item 38 KAWHIA MEDICAL CENTRE ROOF

Discussion

The Engineering Manager presented a report seeking approval from the Board for additional expenditure in respect of replacing the roof of the Kawhia Medical Centre. Mr Rutherford queried how urgent is this work. Mrs Pilkington replied that the roof is leaking and that it would be best replaced sooner rather than later. Mr Walsh reported that the roof required replacing however, the leaks are mainly above the foyer. He said the work could be carried out in stages. Mrs Pilkington advised that the item is in the Asset Management Plan to be replaced.

MS GANE

Ms Gane attended the meeting at 1.13pm.

The Engineering Manager confirmed that the sum of \$12,000 has been allocated in the current budget for the work. Mr Walsh explained to Members how the sum of \$12,000 plus GST was arrived at. He said the price that has been submitted is somewhat over the top. The Engineering Manager advised that the budget figure was arrived at by a builder, on site. He suggested the work be re-tendered. Mr Jeffries agreed. The Engineering Manager felt that there could be merit in leaving the re-tendering for six months. Ms Gane suggested that the matter be re-tendered after the New Year.

Resolved

That the replacement of the Kawhia Medical Centre roof be re-tendered in the next financial year, for the work to be carried out in July 2015.

Mrs Pilkington / Mr Walsh

Members requested that staff inform the Kawhia Medical Centre of the re-tendering of the work, to be carried out around July 2015.

PUBLIC WELCOME

The Chair welcomed Messrs John Dodgson and Henk Bennett as members of the public, to the meeting.

Item 39 VARIATION TO CONTRACT 1005 KAWHIA, AOTEA & OPARAU MOWING

Discussion

The Engineering Manager referred Members to the Community Facilities Officers report advising that a variation to the current mowing Contract is proposed to help keep the town tidy. The areas involved are on the corner of Ahurei and Waiwera Streets and on the corner of Hone and Waiwera Streets. Mr Jeffries confirmed that the proposed cost of this work will be met from the Parks & Reserves account. Mr Walsh reported that the previous Contractor had understood that the proposed variations were included in the Contract. He said however, now the new Contractor is not mowing these areas therefore the proposed variations should be included. The Engineering Manager advised that Contractors must tender on what is specified within the Contract. He outlined emails from the Community Facilities Officer as to what work she proposed. Mr Jeffries said it is important that the encumbants make sure they know exactly what they are quoting on. Mr Rutherford expressed the opinion that the areas concerned do need to be mowed.

Mrs Pilkington said that Council and the Board appreciate those property owners that maintain the road frontage thus keeping the areas tidy.

Resolved

That

1. The Community Facilities Officer's report be received and
2. The mowing of the two areas described in the report be added into Contract 1005 as Variation #1 at the quoted price of \$2,520.00 per year.

Ms Gane / Mr Rutherford

Item 40**CONSTRUCTION OF NEW PEDESTRIAN PATH****Discussion**

The Engineering Manager referred Members to his report advising that the Kawhia Community Board has requested investigation of the construction of a new pedestrian path along Pouewe Street between Motutara Street and the garage. He outlined the following four options –

1. A 2.0 m wide concrete path in combination with a 2.0 m wide elevated timber boardwalk along the estuary from the service station to Motutara Street;
2. A 2.0 m wide concrete path in combination with a timber retaining wall and fill from the service station to Motutara Street;
3. A raised kerb-and-channel and concrete path along Pouewe Street on the estuary side, from the service station to Motutara Street;
4. A 2.0 m wide and 160 m long elevated timber boardwalk only along the estuary, at the narrowest part of Pouewe Street.

The Engineering Manager referred to an email from Mr John Dodgson and informed him that currently Council is not looking at the detail of the proposed work. He said it is necessary for the Board to consider whether there is justification for the proposed work. Furthermore, the Board would be looking at a substantial amount of money to construct such a path. Mr Jeffries suggested that Mr Dodgson's papers be circulated to Members as a record of what he is proposing. He said Mr Dodgson's option could be considered as an Option 5 and that he would like it to be available if required. Mr Jeffries advised that any proposal will have to go out for public consultation, a submission to the Annual Plan. He suggested that staff have a quiet look at Mr Dodgson's option. Mr Jeffries thanked Mr Dodgson and Mr Bennett for their support in this matter. Mr Rutherford expressed the opinion he liked the boardwalk proposal, Option 4, and felt that this could be carried out over a number of years. The Engineering Manager referred to some savings by not including handrails. Mr Walsh expressed the opinion that other footpaths do not appear to be as wide as that proposed in the report. Mr Rutherford felt that the proposed footpath needs to be wide enough to allow two people to pass. Mrs Pilkington expressed the opinion that if the footpath is erected then this should be done properly. Ms Gane expressed support for Option 1 as she felt that this was not as intrusive.

In regard to the funding of the project, Mr Jeffries said he would not like to see the existing budgets touched. He reported that a loan over a 20 year period to carry out the work would cost approximately \$24,000pa, this equates to a two percent increase in rates. Mr Walsh queried how many people would actually utilise the proposed path. Mr Jeffries replied that there is a matter of public safety to consider. Mrs Pilkington advised that to date, this has never been an issue.

Following further discussion it was agreed generally that Option 4 is the preferred option. Ms Gane suggested that there be an Option 5, which would consist of Option 4 with the removal of the proposed handrails and the boardwalk be erected at a lower level. It was agreed that staff look at this option and associated costs. Mr Jeffries acknowledged and thanked Mr John Dodgson, on behalf of the Kawhia Harbour Protection Society, for his input on the proposal.

Resolved

That further investigations be carried out to install a lower boardwalk, with no hand rails, for the narrow section only.

Mr Rutherford / Mr Jeffries

**Item 41 APPLICATION FOR TEMPORARY ROAD CLOSURE – KAWHIA MOANA
KAI FESTIVAL**

Discussion

Reference was made to the Engineering Support Officer's report on an application from the Kawhia Moana Kai Festival Committee for road closures within the Kawhia Community for the purpose of holding the annual Kawhia Moana Kai Festival and associated activities. Members were informed that this event is being managed by a newly set up committee since the disestablishment of the original organising committee. It was noted that the date of the proposed closure should read Saturday 7 February 2015. The Engineering Manager reported that the Applicant has spoken to staff and requested a change to limit the proposed closure to just by the motel. He said the Applicant is to prepare a revised Traffic Management Plan. Mr Rutherford advised that the Board would support whatever Council's decision is on the matter.

Mr Jeffries reported that the Contractor, Inframax, has quoted in excess of \$2,000 per day to manage the Traffic Management Plan however, he would like to see the Board/Council contribute 'something' to this cost. He said the Applicant is attempting to get the event back off the ground. Ms Gane queried whether the Board/Council supported the initial Kai Festival when it was up and running. Mr Jeffries replied he was not sure however, an invite was extended to them should they have any funding issues. He said however, this did not eventuate. Mr Rutherford reported that the big cost is for the provision of portable toilets. Mr Jeffries referred to the current budget and advised that there is provision in this for \$2,000 for Sundry Grants. He said to date \$250 has been spent thus leaving a balance of \$1750. The Engineering Manager advised that the cost in administering the Application is met by Council. Mrs Pilkington reported that the Otorohanga District Development Board makes a \$1,000 contribution. Mr Rutherford advised that the previous committee required a donation for entry to the closed area. Mr Jeffries said it is important that the new committee meet the proposed cost and make a small profit from the event. He felt there is an onus on the Board to assist the Committee. Mrs Pilkington advised that it is necessary for the Board to consider the matter of creating a precedent as there are other groups with their events throughout the year.

Resolved

That a one-off donation of \$1000 be made to the Kawhia Moana Kai Festival Committee to be funded from the Board's Sundry Grants account.

Mr Rutherford / Mr Jeffries

Resolved

That approval be granted in principle for the following Road Closure, with details to be finalised between the organising committee and staff.

Purpose: Kawhia Moana Kai Festival
Date: Saturday, 8 February 2014
Details of Closure: **TAINUI STREET** – from its intersection with Charleton Street to its intersection with Jervois Street
 JERVOIS STREET – from its intersection with Pouewe Street to its intersection with Omimiti Street
 OMIMITI STREET – entire length
Period of Closure: 5.00am to 5.00pm

With the following conditions imposed:

1. Persons will be allowed through in the event of an emergency.
2. The Kawhia Moana Kai Festival Committee 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 property or persons as a result of the additional food and beverage stalls and associated activities during the road closure period. Council requires that it is held covered under the terms of such policy and accordingly the policy is required to be in both parties' names on the form prescribed by Council.

3. The Kawhia Moana Kai Festival Committee is to pay all advertising costs in appropriate newspapers.
4. The Kawhia Moana Kai Festival Committee is to provide a detailed copy of their Traffic Management Plan to Council. This must comply with Transit New Zealand's Code of Practice for Temporary Traffic Management and will require the services of STMS Level One qualified personnel for preparation of the plan and supervision of setting out and control of all temporary traffic management. The temporary Traffic Management Plan is to be submitted to Council's Roding Department for approval no later than 10 working days before the closure.
5. The Kawhia Moana Kai Festival Committee is solely responsible for adequate sign posting and policing of the roads to be closed to ensure that no vehicles have access to the closed portion of road, which includes arranging delivery, erection and staffing of all road closure barriers and the removal thereof after closures.
6. Signs advising of the road closures are to be erected at the start and end of the closed portions of roads and on each intersecting road two weeks prior to the road closure. All signs are to be removed immediately after the closure. A Kawhia Moana Kai Festival Committee 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.
7. The Kawhia Moana Kai Festival Committee is to obtain signatures of residents and businesses affected, confirming notification that the proposal has been received.
8. Any damage to the road surface or roadside furniture shall be made good to the satisfaction of the Otorohanga District Council Engineering Manager, at the cost of the applicant.
9. All litter is to be removed from the road reserve prior to re-opening the road.

Mrs Pilkington / Ms Gane

Item 42 KCB PROPOSED SCHEDULE OF ORDINARY MEETINGS DATES FOR JANUARY TO DECEMBER 2015

Discussion

The Governance Supervisor referred Members to the Proposed Schedule of Meeting Dates for January to December 2015. He said these are based on the fourth Friday of every second month.

Resolved

That the proposed schedule of ordinary meeting dates for the period January to December 2015 as detailed below be adopted.

Pursuant to Clause 19 of the Seventh Schedule to the Local Government Act 2002, notice is hereby given of the time and date for the ordinary meetings of the Kawhia Community Board for the period January to December 2015.

Friday	23 January 2015
	27 March 2015

22 May 2015

24 July 2015

25 September 2015

27 November 2015

TIME: **1.00pm**

VENUE: Kawhia Community Boardroom, Kawhia.

Ms Gane / Mrs Pilkington

Item 43 MANAGEMENT ACCOUNTS FOR THE PERIOD ENDING 30 SEPTEMBER 2014

Discussion

The Engineering Manager summarised the Management Accounts for the period ending 30 September 2014.

The Engineering Manager reported that there are no matters that stand out in the budgets however, in regards to the water supply, Council does have issues and there continues to be issues with the plant, in particular with operating the filters.

The Engineering Manager reported that the Ministry of Health now accept that Council does not have to run the filters as long as the clarifier is kept operating. He said the spring water is ok however, it is necessary to gather information regarding the costs to run the clarifier compared to the cost to test the water, to ascertain whether there is a need to run the clarifier.

The Engineering Manager continued to answer Members queries/concerns in regards to the accounts.

Mr Rutherford referred to the Kawhia Harbour Services account in particular to the matter of depreciation. The Engineering Manager replied that while an asset has a value then this will contain a sum for depreciation. Mr Jeffries reported that when the assets are revalued then the amount of depreciation is adjusted.

With regard to the Kawhia water supply account, the Engineering Manager advised that the full amount of subsidy has not been received from the MoH – this matter is being discussed with them.

Mr Jeffries extended the Board's thanks to the Finance & Administration Manager and his team in the preparation of the accounts.

Resolved

That the Draft Management Accounts for the period ended 30 September 2014 be received.

Mr Jeffries / Ms Gane

Item 44 KCB MATTERS REFERRED FROM 26 SEPTEMBER 2014

Discussion

The Governance Supervisor took Members through Matters Referred.

KAWHIA MUSEUM SIGN

Mr Rutherford said he had agreed to remove the existing sign however, the Kawhia Museum and Information Centre is reconsidering whether they wish to create a new skin.

MOTOR CAMP – SIGNAGE

Mr Jeffries reported that the new owner of a motorcamp is querying Council's policy on the erection of signage on the road side. Reference was made to obtaining a Resource Consent. Members were informed that the Applicant has been advised to put his proposal in writing to Council. Mrs Pilkington advised that this matter is a permitted activity if the proposed sign is erected within 1km of the business therefore a Resource Consent will not be required in this case.

KAORA TRACK – HORSES

Mr Rutherford reported that another set of gates have been erected half way through the Kaora Track in the effort to restrict horses. He said to date this appears to have stopped horses using the track however, only time will tell. Mr Rutherford reported that he is disappointed in the quality of the work carried out.

ENTRANCE SIGNS – AOTEA

Ms Gane confirmed that Council's Roding Manager has contacted her regarding these signs.

GENERAL

Mr Jeffries raised the issue of seepage in Jervois Street and reported that the situation at the Rusty Snapper has been remedied and the work completed.

KAWHIA SCHOOL

Mr Jeffries informed Members that the Kawhia Primary School Prizegiving will be held on Tuesday 16 December 2014 at 11.00am.

LOCAL MEMBER OF PARLIAMENT

Mr Jeffries reported that newly elected local Member of Parliament Barbara Kruiger was in Kawhia a month or so ago and accepted an invitation to come back to the Jeffries home for lunch. He said they discussed all forms of matters and it was a very pleasant afternoon. Mr Jeffries said it has been suggested that she return to attend a future Kawhia Community Board meeting.

FALLEN TREE

Mr Jeffries referred to a recent meeting with Mr Aaron Greenbank regarding a fallen tree on his land. He said this comes back to the matter of ownership of that part of the beach. The Engineering Manager advised that if the boundary is originally set with the water line it is automatically adjusted however, an artificially defined line remains as it is. He advised that he has taken legal advice on the matter.

TKI – PUBLIC ACCESS

Mr Jeffries reported that TKI are very supportive of the lagoon route being utilised as an alternative to the beach. Mr Jeffries advised that Mr Ormsby would like Board representatives to meet with TKI regarding this public access.

In reply to Ms Gane's query whether emergency services have access, Mr Jeffries replied that he understood they would have a key or be aware of a combination to unlock the padlocks.

LOCAL TOURISM

Mr Jeffries queried what the Board could do in order to promote tourism in the area. He said there is an opportunity for Maraes to get involved in hosting group tours consisting of visiting local Maraes, providing a hangi, performances, etc. He said there would be a lot of work/capital

involved as ratepayer money is not given for private enterprise. Mr Jeffries felt that this could also be an opportunity to improve employment in the town. He requested Members give the matter some thought.

TREE – MORRISON ROAD HILL

Ms Gane referred to a tree which overhangs the road on the Morrison Road hill and sought clarification from Council as to who is responsible for this.

PROPOSED AOTEA PLAYGROUND

Ms Gane reported that to date, the Committee has not been successful in obtaining funding for the project and that a substantial amount is still required. She said however, activities are being carried out in an effort to raise further funding. Ms Gane reported that the Committee has been given a quad bike to assist with the fundraising. She further reported that the Committee will give consideration to the cost of the project.

BEACH GATEWAY

Ms Gane reported that the Morrison family are locking the gate accessing the beach. She said there is the opportunity to purchase a key. Ms Gane reported that the native plants are doing well and that the Waikato Regional Council (WRC) has visited the site and expressed pleasure with the progress being made. She said the committee is now working with DOC representatives on the other side of the harbour.

ENTRANCE SIGNS

Ms Gane reported that these will get underway shortly.

AOTEA COMMITTEE

Ms Gane reported that the next meeting of the Aotea Committee will take place on New Year's day.

AOTEA SEAWALL

The Engineering Manager reported that consultation has been undertaken in relation to the Aotea Seawall with public notices and information being made available. He said no submissions have been received and that this will assist Council in obtaining consent from the WRC. The Engineering Manager advised that the matter will go to tender in the new year.

SALE OF POUND

The Engineering Manager referred to a response from the Office of Treaty Settlements and advised that they did not actually specify that there is a Treaty claim over this land.

TOMO

Mr Rutherford expressed his thanks to Council for the placement of a fence around a tomo on the corner of Rosamond Terrace and Pearl Avenue.

SEPTIC WASTE ISSUES

The Engineering Manager referred to the Taylor's old residence and reported that currently the situation is unclear whether it is stormwater/waste water discharging onto this property.

CHARTER BOATS

Members were advised that should all the charter boats be at the wharf at any one time there is no parking available for anyone else. It was suggested that parking be increased to the back of the Community Hall. The Engineering Manager reported that these issues have been around for many years. Mr Rutherford expressed the opinion that in regards to parking, it is first in first

served and there is no way that the traffic could be managed successfully. The Engineering Manager reported that should more parking restrictions be introduced then these have to be policed. Mr Jeffries queried whether the Board introduce a levy charging people to access from the port onto a boat. Mr Walsh suggested that lines be drawn on the road to correct/improve the method of parking.

BLEEDING TARSEAL

Mrs Pilkington reported that on the street leading up to the Museum the tarseal is bleeding and requested that more metal to be spread on the roadway.

HAMILTON & WAIKATO TOURISM

Mr Jeffries referred to the end of year report to Council from Hamilton & Waikato Tourism and requested that this be tabled. A District's activity report was also tabled. Mrs Pilkington advised that she has spoken to the Chief Executive, Ms Kiri Goulter, about attending a Board meeting in the future.

OTOROHANGA LOGO

Mrs Pilkington reported that Council has adopted a new 'tag line' stating 'Otorohanga – where Kiwis can fly'.

DEVELOPMENT AND FINANCIAL CONTRIBUTIONS POLICY

Mrs Pilkington referred to Council's October meeting and reported that the requirement for a development contribution in respect of an additional reservoir for Kawhia has been removed.

COUNCIL'S NEWSLETTER DECEMBER 2014

Mrs Pilkington reported that an item has been placed in Council's December newsletter regarding Kawhia Summer Water Use. She said the article outlines various means by which water can be saved over the period 24 December 2014 to 18 January 2015.

ROUTINE ENGINEERING REPORT

Mrs Pilkington referred to the routine Engineering report presented to Council in November and advised that volunteers led by Virginia Shaw have been very active over the last few months and have completed planting over a portion of the lower bank of the Kaora track, at no cost to Council. She also referred to a new retaining wall and some associated levelling and planting behind the Kawhia Library.

NZTA FUNDING ASSISTANCE RATE (FAR) REVIEW

Mrs Pilkington advised that following the completion of a review, NZTA has recently advised Councils of the FAR's that will be applicable to local authorities from 2015/16 onwards. She said in some cases these rates will progressively change over a number of years until target levels are reached. Mrs Pilkington advised that the normal FAR rate indicated to be applicable to Council for 2015/16 year is 55 percent compared with the current FAR rate of 52 percent.

KAWHIA LIBRARY

Mrs Pilkington reported that Kawhia Library staff including volunteers were taken out to lunch in Otorohanga as a way of saying thank you for their assistance and support. She said there has been a huge increase in wifi sessions and holiday reading programmes in the Otorohanga Library.

INFORMATION CENTRE

Mrs Pilkington reported on English tourists who were very impressed with the information provided through the local Information Centre.

MINISTRY OF EDUCATION

Mr Jeffries referred to funding changes introduced by the Ministry of Education and the serious impact these will have on the Kawhia Primary school. She said they are currently going through the appeal process. Mr Jeffries suggested that he forward a letter of support on behalf of the Board.

MEETING CLOSURE

The meeting concluded at 3.45pm.

CHAIRMAN:

DATE: