



Otorohanga District Council

# AGENDA

27 August 2013

Members of the Otorohanga District Council

Mr DF Williams (Mayor)  
Mr MM Baxter  
Mrs S Blackler (Deputy Mayor)  
Mr RM Johnson  
Mr A Ormsby  
Mr KM Phillips  
Mrs DM Pilkington  
Mr R Prescott

Meeting Secretary: Mr CA Tutty (Governance Supervisor)

# OTOROHANGA DISTRICT COUNCIL

27 August 2013

Notice is hereby given that an ordinary meeting of the Otorohanga District Council will be held in the Council Chambers, Maniapoto St, Otorohanga on Tuesday 27 August 2013 commencing at 10.00am.

19 August 2013

**DC Clibbery**  
**CHIEF EXECUTIVE**

## AGENDA

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**PRESENT**

**IN ATTENDANCE**

**APOLOGIES**

**OPENING PRAYER**

**ITEMS TO BE CONSIDERED IN GENERAL BUSINESS**

**CONFIRMATION OF MINUTES – 27 AUGUST 2013**

**REPORTS**

**Item 383            OTOROHANGA COMMUNITY BOARD MINUTES 8 AUGUST 2013**

**To:                    His Worship the Mayor and Councillors  
                          Otorohanga District Council**

**From:                Governance Supervisor**

**Date:                 27 August 2013**

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**Executive Summary**

Minutes of the meeting of the Otorohanga Community Board held on 8 August 2013 as circulated.

**Staff Recommendation**

It is recommended that:

The minutes of the meeting of the Otorohanga Community Board held on 8 August 2013 be received.

**CA Tutty**  
**GOVERNANCE SUPERVISOR**

**Item 384            ROUTINE ENGINEERING REPORT**

**To:                    Mayor and Councillors  
                          Otorohanga District Council**

**From:                Engineering Manager**

**Date:                 27 August 2013**

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**Relevant Community Outcomes**

- The Otorohanga District is a safe place to live
  - Ensure services and facilities meet the needs of the Community
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**Executive Summary**

This is a routine report on engineering matters

**Staff Recommendation**

It is recommended that:

The report be received.

**Report Discussion**

**Section 1: Road Maintenance**

**Contract 963 Roads Maintenance 2012 – 2014**

**(Inframax Construction)**

Over the last three months a considerable effort has been put into cleaning and replacement of roadside marker pegs and signage.

A program of culvert replacements, upgrading old earthenware culverts with new concrete pipes has been undertaken on six roads. In total 42 culverts were replaced, with a length of 369 meters of new pipes installed.

With on-going drainage work being completed while excavators are travelling these roads completing the culvert works, any faults located are repaired.

All roads within six kilometres of the coast received storm damage during the storm on the 19 and 20 June. Raglan Road was closed overnight, with large boulders across the road that required blasting to remove.

Damage included five slumped areas, one large pine tree down and twenty slips of different sizes ranging from 3 cubic metres up to 500 cubic metres. All of the slumped sites were priced for repair, and appropriate repair methods developed. The twenty six sites had an estimated total repair cost of \$82,000.

Two sites on Honikiwi road also required repairs, and these sites will be repaired once more favourable weather returns.

Because the storm damage happened so late in the year the cost of associated repairs will be spread across the 2012/13 and 2014/15 years with most in the current year.

Inframax engaged HMC Contracting of Te Awamutu to undertake high level cutting this work was undertaken with an excavator which has a reach of 6m and a saw blade attachment. Areas with

leaning trees large branches and vegetation encroaching on the road have been cut back. This will improve visibility and safety on these roads.

A troublesome row of poplar trees on Bayley road has been completely removed.

Sealed roads at present are in good shape, there are a few failures appearing due to the weather, these sites are all being programmed for repair prior to the end of December. Staff will be out on the roads during August assessing and marking up failures for repairs.

Inframax have been treating edge breaks and shoulders with a hot mix spreader truck through the district.

A section of Otewa Road that is constantly potholing at route position 10300 is due for area wide treatment this summer, there is also a section on Honikiwi road between route position 5250 and 6800 due for the same treatment.

Unsealed roads have been performing well this winter, mainly due to the fact that we managed to keep our regular maintenance grading up during the summer therefore keeping running metal on the pavements. Also there has been a regular pot hole patching crew patrolling the roads. Unsealed roads are also being patched prior to maintenance grading, which produces a much better result.

The annual night survey of all sealed roads is currently being undertaken.

Bridge inspections for the current year have been completed with 32 bridges inspected

#### **Contract 981 Pavement Marking (Road Runner Markers)**

Road marking work was held up due to wet weather in early winter but has progressed well with very little to catch up on at present.

#### **Contract 920 Street Lighting (The Lines Company)**

This contract has been rolling along without too many issues, an interim 12 month extension has been granted to The Lines Company,

The new contract will be written and jointly tendered by Otorohanga and Waitomo District Councils in early 2014.

#### **Contract 979 2<sup>nd</sup> Coat & Reseals Contract Shared Service (with Waitomo)**

All physical work in this contract has been completed.

A new joint contract for the coming season is to be written for this work.

#### **Contract 980 Bulk Metaling (Inframax Construction)**

Work on this contract completed to the end of June, with 6335 cubic meters of metal spread, shaped and compacted on twelve roads throughout the district. This is an annual program that covers all unsealed roads through the district over a five year cycle.

#### **Contract 983 Footpath Maintenance (Downer)**

Contract work is now complete, additional work allocated yet to be completed. We are currently undertaking a footpath condition rating survey in the urban areas.

#### **Contract 973 Area Wide Pavement Treatment**

This contract is due to go to tender.

## **Contract 968 Mangawhio Bridge Painting**

This contract is now out for tender with anticipated start date to be early October.

## **Contract 987**

### **Whittington Lane Truck Park (Higgins Construction)**

Work began on this contract in July.

## **Section 2: Other Roothing Activities**

### **NZTA Audit**

A member of NZTA has recently spent three days at Council undertaking a four yearly audit of Council's roading procurement processes to satisfy themselves that the subsidy provided to Council is properly and effectively utilised.

Though the final written results of this audit have not yet been received, the de-brief conducted with the auditor indicated that there was general satisfaction with council's procurement processes, and no significant process errors such as overpayments or inefficient expenditure being identified.

This is considered to reflect very positively on all parties involved in Council's roading work, and the Roothing Manager in particular, who is instrumental in ensuring that good practice is adopted and followed.

Some more minor deficiencies of administrative process were however highlighted, which are considered to be reflective of the 'leanness' of council's engineering team. Whilst essential duties are being performed it is clear that some 'desirable' aspects of asset and process management are not, and that some additional staff resource may be needed to address this.

## **Section 3; Water Services**

### **Otorohanga and Waipa Water Supplies**

A very small number of outstanding tests for protozoa (Giardia and Cryptosporidium) in the water of the Waipa River remain to be completed before a final decision can be made on the need for any further upgrading to the Otorohanga Water Treatment Plant. Currently all of the tests that have been conducted have shown protozoa to be absent, and it is therefore hoped that significant further upgrading will not be required.

An application is to be shortly made to Waikato Regional Council for new Resource Consents to take water for the community, at the same rates as is currently permitted by the existing consent. Consultation has been undertaken with potentially affected parties and only one party has expressed opposition, and the basis of this opposition does not appear reasonable.

### **Otorohanga Wastewater**

The first full year assessment of the performance of the treatment plant following the upgrade has indicated that whilst most of the resource conditions are being satisfied, the concentration of Nitrogen in the form of ammonia is significantly higher than that specified by the consent.

Investigation has indicated that this performance shortfall is associated with two factors, these being a failure of one of the mechanical aerators and a substantial increase in the quantity of septic tank waste being received, with the latter factor likely to be the most significant.

These issues have been discussed with the Otorohanga Community Board and it has been agreed in principle that the aeration of the pond will be improved by replacing the failed aerator with an air injection system, and that charges and conditions for discharge of septic tank effluent will be revised to meet the cost of the upgrading works and provide a greater deterrent to the receipt of effluent from outside the Otorohanga District.

These matters are discussed in more detail in the report presented to the Community Board.

### **Kawhia Water**

Problems have again been encountered with farm stock entering the council owned land in which the water supply springs are located. The adjacent land owner is not effective in ensuring that their stock are properly contained, and it has therefore been decided that additional fences should be placed around the immediate springs area as a 'second line of defence' in case of further incursions.

### **Otorohanga Stormwater**

Blockages have been occurring in a section of open drain off Domain Drive. The drain has however now been cleaned and it is hoped that the blockages will not re-occur, though the cleaning of the drain did reveal another previously unobserved pipe connecting to it.

## **Section 4; Parks and Facilities**

### **Tree Trimming**

The routine program of trimming trees in public spaces around the community has just been completed.

### **Otorohanga Library Fence**

The collapsed fence at the library has now been replaced

### **Graffiti & Damage – Otorohanga**

There has in recent times been continuing instances of graffiti and damage in Otorohanga Reserves, in particular at Reg Brett and the Village Green. It is suspected that a failure of lighting, reducing night-time visibility, has contributed to the vandalism at the village green, including damage to seats.

### **Croquet Club Drain**

The open drain at the rear of the former croquet club site has been piped and filled, enabling a future extension of the parking area there. A significant budget was initially allocated for this project, but further investigation indicated that the flow in the drain was limited, and that it could easily be accommodated by an inexpensive drain coil pipe.

### **Swimming Pool Boiler**

A new boiler is being installed at the pool complex, funded by the 'Maintenance Contribution' provided by the pool operation contractor. The new boiler is expected to be more reliable and energy efficient.

## **Section 5; Other Matters**

### **Refuse and Recycling**

#### **Refuse and Recycling Contract**

The contract with Envirowaste continues to operate well. Occasional public complaints are received, but the contractor is consistently prompt and effective in responding to these complaints.

A recent assessment of the contractor over the last year put their overall performance at 83%, which is considered a very satisfactory level.

## **Rural Recycling Centres**

After some delay the work to establish a rural recycling centre inside an old bus shed at the Maihihi School is now underway. The local community appears enthusiastic at the prospect having a facility there and have assisted with some of the physical works required.

It is expected that this facility will become operational in September or October.

The other location that was proposed for a rural recycling centre was at the Korokonui School, but when the school was approached it indicated that it did not want such a facility there. Changes have however subsequently occurred to the membership of the Board of Trustees, and it is now understood that there is interest in having a recycling centre there.

Recycling is now being collected from the Arohena recycling centre by Envirowaste, replacing the initial arrangement where the community arranged their own transport of these materials.

## **TV Takeback**

Council will be working with the Ministry of the Environment and approved recycling companies to manage the collection and recycling of unwanted analogue televisions following the forthcoming switch to digital only broadcasting.

The upper North Island will be the last of NZ's regions to 'go digital' with the changeover occurring on 1 December 2013, and it is expected that many people will be looking to dispose of analogue TVs either shortly before or after this transition.

The Ministry of the Environment will meet more than 80% of the cost of such collection and recycling for up to a certain number of televisions in each district. A residual cost does however remain, which for this district would be \$5.00 per television.

It is however proposed that to maximise the efficiency of this program Council should meet this residual cost of \$5.00 per television (for up to a certain limited number of televisions) from accumulated waste minimisation funds derived from the Landfill Levy.

It is understood that the TV Takeback scheme in the upper North Island will commence on 23 October 2013.

**Dave Clibbery**  
**ENGINEERING MANAGER**

**Item 385            LOAN RAISING 2013/14**

**To:                    His Worship the Mayor and Councillors  
                          Otorohanga District Council**

**From:                Finance & Administration Manager**

**Date:                 27 August 2013**

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**Executive Summary**

Council is required to pass a resolution authorising loan raising for the current financial year

**Recommendation**

It is recommended that:

1. Pursuant to the Local Government Act 2002, Council resolves to authorise the Chief Executive to borrow up to \$4,000,000 for a term not exceeding thirty years, secured against the rates revenue of the District, and targeted rates as provided for in the Debenture Trust Deed.
2. The purpose of the loan shall be to refinance existing debt.
3. Council delegates to the Chief Executive the authority to determine:
  - the coupon rate;
  - the period of interest payments;
  - the maturity date;
  - any other terms and conditions necessary for the issuing of security and for compliance with the Local Government Act, any other applicable Act, the security, and the Register and Paying Agency Agreement, and to issue such debenture stock with a face value sufficient to yield the sum \$4,000,000 and execute such; and
4. To give one or more certificates in respect thereof for the purposes of the Local Government Act.
5. And further that, in authorising this borrowing, Council has considered the risks and benefits associated with the proposal and is satisfied that the proposed borrowing complies with Council's Liability Management Policy.

**Report Discussion**

Council is required to pass a resolution to authorise the loan raising required during the current financial year.

The loans will be raised as follows:

17 March 2014	\$4,000,000	To refinance a Loan maturing on that day
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The maturity dates of the loans will be spread so that unless it is prudent to do so the maturities will not be falling in the same period.

A summary of Councils Public Debt forecasts if all the loan raising is carried out is as follows:

Balance 1 July 2013	\$12,062,146
Loans Raised	\$ 4,000,000

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Less Loans Repaid	\$ 4,000,000
Balance 30 June 2014	\$12,062,146

**G D BUNN**  
**FINANCE AND ADMINISTRATION MANAGER**

**GENERAL**