



Otorohanga District Council

# MINUTES

19 MARCH 2019

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

19 MARCH 2019

Minutes of an ordinary Meeting of the Otorohanga District Council held in the Council Chambers, 17 Maniapoto Street, Otorohanga on Tuesday 19 March 2019 commencing at 10.00am.

## MINUTES

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## **PRESENT**

Mr. MM Baxter (Mayor), Councillors RA Klos, K Christison, AJ Williams, R Johnson, K Phillips, D Pilkington and P McConnell.

## **IN ATTENDANCE**

Ms. T Winter (Chief Executive) Messrs, G Bunn (Corporate Services Manager), A Loe (Environmental Services Manager), CA Tutty (Governance Supervisor) and Ms T Ambury (Organisational & Community Development Manager)

## **APOLOGIES**

No apologies were received.

## **OPENING PRAYER**

His Worship read the Opening Prayer.

Council stood for a minutes silence as a mark of respect for those people killed in Friday's Christchurch Terrorist attack.

## **PUBLIC FORUM**

No members of the public were present at today's meeting.

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

No items were highlighted for consideration in general business which may require a resolution.

## **CONFIRMATION OF MINUTES – OTOROHANGA DISTRICT COUNCIL – 19 FEBRUARY 2019**

**Resolved** that the Minutes of the meeting of the Otorohanga District Council held on 19 February 2019, as circulated, be approved as a true and correct record of that meeting and the resolutions contained therein be adopted.

### **Councillor Phillips / Councillor Johnson**

## **MATTERS ARISING**

### **New Zealand Motor Caravan Association**

Councillor Klos said that she had approached a representative of the New Zealand Caravan Association regarding the installation of a dump station at the Waipapa toilet facility. Councillor Klos reported that the proposal would require a septic tank to be installed. She said an additional cost would be incurred with installing and maintaining such a facility.

### **Hamilton Car Club / Hill Climb**

Councillor Christison referred to the record in the minutes that the Chair of the Hamilton Car Club Mr. Chris Ramsay was in attendance at this meeting. She suggested that it be noted Mr Ramsay was prepared to go along with the comments made by the residents rather than dispute them.

His Worship reported that some members on Pekanui Road were upset that they had not been included in the submission to Council however, they are happy with the decision Council made. He said that other issues will need to be discussed amongst the residents of the road themselves.

Councillor McConnell said that although he was not present at the previous meeting he is not happy with the decision which Council made.

Councillor Klos reported that the President of the Hamilton Car Club did not wish to get into an argument with those present at the meeting.

She felt that more time is required to enable Council / staff to further investigate these issues.

### **District Flooding**

Councillor Klos asked 'what percentage of the Otorohanga District is classified as being a flood plain.' She was advised that there are maps and information available on this matter. Discussion was then held on the maps available and of those which are to be prepared in the future.

### **Rural Intersection Lighting**

Councillor Klos requested that the matter of rural intersection lighting be kept on Council's radar for consideration.

### **CONFIRMATION OF MINUTES – OTOROHANGA COMMUNITY BOARD – 13 FEBRUARY 2019**

**Resolved** that the Otorohanga District Council receive and confirm the Minutes of the meeting of the Otorohanga Community Board held on 13 February 2019 and accordingly adopt the resolutions contained therein.

### **Councillor McConnell / Councillor Christison**

Councillor Pilkington referred to the item titled 'Project Kiwiana Committee' and queried what the other options entail.

Councillor Pilkington was advised that consideration would be given to installing a shade cover, or a cycle track in amongst the trees at the Jim Barker memorial playground.

### **DECLARATION OF CONFLICTS OF INTEREST**

No declaration of conflicts of interest were expressed by members.

### **ITEM 342 – CHIEF EXECUTIVE REPORT – 18 FEBRUARY 2019 – 18 MARCH 2019**

The Chief Executive referred members to her report the purpose of which is to inform Council of the key focus areas for her in the last month. The Chief Executive asked members to take her report as read however, she is happy to receive feedback on the format and content of the report.

**Resolved** that the Chief Executive's report dated 19 March 2019 be received.

### **Councillor Williams / Councillor Klos.**

Councillor Phillips expressed the opinion that this was an excellent report and good for members to receive.

### **ITEM 343 APPLICATION FOR TEMPORARY ROAD CLOSURE – CLUB TARGA INC – TARGA NEW ZEALAND EVENT 2019**

The Chief Executive summarised the Senior Engineering Assistants report on an application received from Club Targa Inc, for various road closures within the Otorohanga District, to enable the Club Targa Inc to hold the Targa New Zealand Event 2019.

Council Klos reported that the proposed event has been well promoted in the local school newsletters.

Councillor Pilkington referred to previous Targa Rallies held out west and reported that these were all carried out without any issues.

Councillor Pilkington requested clarification of the signage proposed and advised that often the signs are too small and unable to be read. She stressed for staff to ensure that the appropriate signage is adequate.

**Resolved** that the Targa New Zealand Event 2019, be approved as follows:

**Purpose:** Targa New Zealand Event 2019

**Dates:** Friday 17 May 2019

**Time of Closure:** 1200 hrs to 1700 hrs

#### Roads affected

- Mangare Road 200 metres from its intersection with Rotongata Road
- Part of Landing Road
- Pukewhau Road at its intersection with Waipapa Road and Aotearoa Road
- Kahorekau Road, 200 metres from its intersection with Waipapa Road
- Aotearoa Road 170 metres from its intersection with Waipapa Road at house no. 168.

Note: To assist with the stage security, the closure is also to include 50 metres of *EACH* adjoining road, from where it intersects within this road closure.

#### **With the following conditions imposed:**

1. Emergency Services have complete rite of passage at all times.
2. Club Targa Inc, is to pay an application fee of \$400.00 towards the administration of the road closure to Otorohanga District Council.
3. Club Targa Inc, is to pay for all advertising costs to the appropriate newspapers. Public notice advertisements are to be published in the Waitomo News.
4. Club Targa Inc, is responsible for obtaining public liability insurance (and paying the cost thereof) to a minimum value of \$4,000,000. 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.
5. Club Targa Inc, is to comply with the objection provisions contained in the Transport (Vehicular Traffic Road Closure) Regulations 1965.
6. Club Targa Inc, is to liaise, and provide evidence of liaison with all operators and businesses that may be affected by the road closures.
7. Club Targa Inc, 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.
8. Club Targa Inc, 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.
9. 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.

#### **Councillor McConnell / Councillor Klos**

### **ITEM 344 ENVIRONMENTAL HEALTH OFFICER AND LIQUOR LICENSING INSPECTOR'S REPORT FOR OCTOBER TO DECEMBER 2018**

The Environmental Services Manager referred members to the Environmental Health Officers / Licensing Inspectors report for the period October 2018 – December 2018.

Councillor Johnson referred to Page 9 and advised that the Otorohanga District Licensing Committee meetings with reporting agencies and support staff will be held bi-annually not annually as detailed in the report.

Councillor Pilkington raised the question of the timeframe available should an application be declined and the need for a Hearing to be held.

The Environmental Services Manager replied that the timeframe is short and dependant on the availability of Committee members to meet. He said an additional member has been appointed last year to assist in this matter. The Environmental Services Manager said the sooner an application is lodged, this increases the timeframe available for a decision to be made.

**Resolved** that the Environmental Health Officer and Licensing Inspector's Report for the period October – December 2018 be received.

#### **Councillor Pilkington / Councillor Johnson**

### **ITEM 348 HAMILTON & WAIKATO TOURISM SIX MONTHLY REPORT 1 JULY – 31 DECEMBER 2018**

The Chief Executive of Hamilton and Waikato Tourism Mr. Jason Dawson attended the meeting and made a presentation to Council.

Mr Dawson informed members that Hamilton and Waikato Tourism is the regions regional tourism organisation whose role is to generate competitive economic benefit through visitor sector strategies focused on increasing the visitors length of stay and spend. He said HWT is funded through a public / private partnership with the regions seven local authorities and the tourism industry. Mr Dawson reported that recent data released by the Ministry for Business Innovation and Employment show the regions visitor expenditure has climbed to \$1.560 billion for the 12 months ended December 2018. This is a 5% increase on the previous year. Mr. Dawson said Hamilton and Waikato are the fifth largest region by expenditure behind Auckland, Christchurch, Queenstown and Wellington.

Mr Dawson informed members that as from 1 July 2019 the trading name of the organisation will be "Destination Waikato".

The following issues were highlighted by members

- HWT Marketing strategy to get people to stop in Otorohanga.
- Working dairy farms opportunity for visitors.
- Self Drive Vs Coach Tours.
- Confidence in the accuracy of the data received.
- Not to over expose / chase the Chinese market.

His worship extended Councils thanks to Mr Dawson for his presentation.

**Resolved** that the report and presentation made to Council by Hamilton and Waikato Tourism Chief Executive Mr Jason Dawson be received.

#### **Councillor Pilkington / Councillor Phillips**

#### **ITEM 345 CIVIL DEFENCE AND EMERGENCY MANAGEMENT REPORT FOR OCTOBER – DECEMBER 2018**

The Environmental Services Manager summarised the Local Civil Defence Controller and Emergency Management Operations Manager's report. He said the purpose of the report is to provide members with a quarterly update on Civil Defence Emergency Management activity for the period 1 October 2018 to 31 December 2018. This includes emergency management activities under the shared service arrangement between Waipa, Otorohanga and Waitomo District Councils and activities of the Waikato Civil Defence Emergency Management Group including the Joint Committee.

The following points from the report were raised -

- a) Deficiencies have been identified with the radio communication network should the cellular network fail, specifically the radios which are extremely old and have been superseded with newer technology.
- b) Community response plans for Kawhia, Aotea and Mokau which were commenced in the last quarter have now been completed.
- c) The Environmental Services Manager referred to the definition of "Community" and reported this is based on risk, size, and population. He said possible future extensions could include Waitomo Caves and Pirongia.

In reply to Councillor Klos the Environmental Services Manager advised that services to provide assistance to isolated rural areas will still be available.

**Resolved** that the information contained in the report of Andrew Loe, Local Civil Defence Controller and David Simes, Emergency Management Operations Manager be received.

#### **His Worship / Councillor Christison**

#### **ITEM 346 DRAFT MANAGEMENT ACCOUNTS FOR THE PERIOD ENDING 31 DECEMBER 2018**

The Finance Manager attended the meeting and took members through the draft management accounts for period ending 31 December 2018. He confirmed that Councils overall debt as at today, stands at just under \$3.5million.

His Worship informed members that water is going to get very expensive and that the relevant communities will need to pay for this. There was discussion about how Council could communicate this effectively with the community.

The Chief Executive informed members that consideration will also need to be given to whom will manage the supply of water in the future, will this be best carried out by Local, Regional or National Authorities.

Councillor Pilkington referred to the Sport Waikato activity in the District and queried whether Council is receiving value for money from this organisation. The Chief Executive advised that she was meeting with Sport Waikato about this later in the week.

**Resolved** that the draft management accounts for the period ended 31 December 2018 be received.

#### **Councillor Johnson / Councillor Pilkington**

#### **ITEM 347 HEALTH AND SAFETY REPORT – SEPTEMBER 2018 TO FEBRUARY 2019**

Councils Health and Safety Advisor Robyn Kehoe attended the meeting and referred members to her report informing them of the processes, status and recent actions in relation to issues of health and safety.

The Chief Executive expressed the opinion that it is great to see a report on health and safety issues coming to Council. She said this is an area she intends to focus on.

**Resolved** that Health and Safety report be received.

#### **Councillor McConnell / Councillor Christison**



### **ITEM 349 MATTERS REFERRED FROM 19 FEBRUARY 2019**

The Governance Supervisor took members through matters referred however, it was agreed that the items on matters referred need to be directed to the various Council managers to be progressed. The Chief Executive would ensure this happened.

The Environmental Services Manager advised that a name has been proposed for the road off Main North Road within the Prescott subdivision. He said due to the number of residents living on the road a consultation process will need to be undertaken.

### **GENERAL**

His Worship outlined his Mayoral activities for the period of February to March 2019 being -

1. Two Rangitahi for the 2019 TUIA programme have been selected these being Meriana Kana (Kawhia) and Tai Jones.
2. The first Wananga was held at Te Kuiti Marae on the weekend of 8 March which was attended by 57 Rangitahi from across New Zealand.
3. On 27<sup>th</sup> of February His Worship attended the Waikato Mayoral forum meeting where the key topics of conversation were the Three Waters review, regional water services collaboration, and Te Waka.
4. On 1st March 2019 His Worship attended the Zone 2 Meeting held at Zealong Tea Estate. He highlighted the business success stories in the Waikato District, millennium employees and the proposed changes to polytechnic and technology institutes.
5. Submitted a Provincial Growth Fund application for graduated drivers licence programme to be trialled across the three SWEAP districts. \$600,000
6. On 4<sup>th</sup> March 2019 His Worship attended the Regional Land Transport Plan Committee meeting.
7. His Worship attended a meeting with Doctor Bev Gattenby and Toby Adams (Deputy Mayor Hauraki) to discuss the key focus areas on youth in the Waikato Plan and the formation of a working group.
8. On 7<sup>th</sup> and 8<sup>th</sup> of March 2019 His Worship and the Chief Executive attended a Rural Provincial meeting in Wellington, where he presented a report as Chair of the MTFJ.
9. On 9<sup>th</sup> March 2019 His Worship addressed Rangitahi at Te Kuiti Marae.
10. On 11<sup>th</sup> March 2019 His Worship met with Jo Seddon (Chorus & NKCDT)
11. On 13<sup>th</sup> and 14<sup>th</sup> of March His Worship attended a workshop with Ministry of Education principal advisors, employers and Mr. Dave Turner discussing education and transition to employment - Reforms to education.
12. On 15<sup>th</sup> March 2019 His Worship met with employment providers at Waitomo to work with education providers to transition youth to tourism.

### **HOUSING FOR THE ELDERLY**

The Governance Supervisor reported that within the Windsor Court and Elizabeth Place pensioner-housing complexes, four flats have become available for re-tenanting.

### **WESTRIDGE SUBDIVISION**

In reply to Councillor Pilkington, His Worship reported that the Developer is currently working through the Waikato Regional Council's submission however; he is to meet with the Developer in the next few weeks. He said the purpose of which is to ascertain whether Council has an appetite to be engaged in this subdivision.

### **WESTCOAST ZONE CATCHMENT COMMITTEE MEETING**

Councillor Pilkington reported that this meeting is being held today therefore she has submitted an apology.

### **BUSINESS AFTER FIVE**

Councillor Christison reported she has attended a "Business After Five" event covering an agriculture business course held at the Otorohanga College. She said this appears to be an excellent programme teaching pupils of so many life skills.

Councillor Williams reported she attended the Wananga held at the Te Kuiti Marae on 8 – 10 March 2019 representing His Worship.

Councillor Williams reported she also attended the Sod-turning ceremony to mark the commencement of work of the stop bank walkway.

Councillor Williams reported she also attended a Joint Committee Civil Defence Meeting.

#### REVIEW OF SYMPOSIUM “HE PIKO HE TAMIWHA”

Councillor Klos reported on her attendance on 5 March 2019 at an event organised by Tainui Waka Tourism Inc, whose purpose is “realising the cultural potential of the Waikato.”

She said her reason for attending is the focus on The Mighty Waikato, which therefore includes Council’s piece of the river from Arohena Landing to south of Ranginui, and the hinterland adjacent to the river.

#### BUDGET

Councillor Klos requested that a workshop be held to enable members to give more consideration to Council’s budgets. She felt that Council has never had a decent discussion on the proportion of rates between urban and rural.

Councillor Klos referred to a recent article in the Waitomo News that farmers are out of patience with Councils treating them as ‘cash cows’ with a Federated Farmers survey showing less than 4% believe they get good value for money from their rates.

The Corporate Services Manager informed members that changes can be made to Council’s Revenue and Financing Policy however, any change will trigger consultation.

Members were informed that the latest re-valuation of the District will bring about a change in rating between residential and rural properties.

#### LUNCH ADJOURNMENT

**Resolved** that Council adjourn for lunch at 12.40pm

#### His Worship / Councillor Pilkington

#### MEETING RE-ADJOURNMENT

**Resolved** that Council resume the meeting at 1.24pm

#### His Worship / Councillor Phillips

#### SPORT WAIKATO ROADSHOW

Councillor McConnell reported on the Sport Waikato Roadshow and advised that this was held on the wrong night clashing with one of the Districts major sporting events. He said Sport Waikato was informed of this prior to the night.

#### THE COMMUNITY BOARD CONFERENCE

Councillor McConnell reported that Otorohanga Community Board member, Neville Gadd and himself will be attending the Community Board Conference in April.

Councillor McConnell informed members that the Otorohanga Community Board has nominated Mrs. Elisabeth Cowan for a ‘Community Award’ following her 21 years of service in Otorohanga. He said the nomination would go to a committee to make a decision.

#### OTOROHANGA KIWI HOUSE / DEVELOPMENT PLAN

Councillor McConnell queried where the Otorohanga Kiwi House proposed development plan is at.

Councillor Klos reported that she has contacted the General Manager of the KiwiHouse to no avail.

Councillor Pilkington advised that concerns have been raised over the governance restructure of the Kiwi House.

Following further discussion, it was agreed that the Chair of the Otorohanga Zoological Society be requested to make a presentation to both Council and the Otorohanga District Development Board.

#### **ACKNOWLEDGEMENT**

Members acknowledged the arrangements put in place by Councillor Christison and Otorohanga Community Board Member Peter Coventry for organising the Otorohanga Sunday night memorial Service to honour those killed in the recent tragedy in Christchurch.

#### **WAIPA CATCHMENT COMMITTEE**

Councillor Phillips reported that he would be taking part in a field trip tomorrow going up into the hill areas within the Waitomo district.

Councillor Phillips said he also attended the Sod-turning Ceremony for the Stop Bank Walkway and felt it was great to see the project commence.

Councillor Phillips reported he met the Northern Explorer service from Wellington last Sunday evening and said it was an interesting experience to see how full the train was.

#### **LOCAL GOVERNMENT NEW ZEALAND**

The Chief Executive presented a video of her representing Council encouraging people to start thinking about standing in the forthcoming local government elections. The video is part of a broader campaign being run by Local Government NZ.

#### **MEETING CLOSURE**

The meeting closed at 1.43pm