



Otorohanga Community Board

# AGENDA

13 February 2014

**4.00pm**

Members of the Otorohanga Community Board

Mr R Prescott  
Mr NS Chetty  
Mrs EM Cowan  
Mrs AC Laws  
Mr PD Tindle  
Mr DR Williams

Meeting Secretary: Mr CA Tutty (Governance Supervisor)

# OTOROHANGA COMMUNITY BOARD

13 February 2014

Notice is hereby given that an ordinary meeting of the Otorohanga Community Board will be held in the Council Chambers, Maniapoto St, Otorohanga on Thursday 13 February 2014 commencing at 4.00pm.

31 January 2014

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

## AGENDA

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**PRESENT**

**IN ATTENDANCE**

**APOLOGIES**

**ITEMS TO BE CONSIDERED IN GENERAL BUSINESS**

**CONFIRMATION OF MINUTES – 12 DECEMBER 2013**

**REPORTS**

**Item 16            APPLICATION FOR TEMPORARY ROAD CLOSURE - ANZAC DAY  
                              COMMEMORATIONS**

**To:                 Chairman and Members  
                              Otorohanga Community Board**

**From:             Engineering Support Officer**

**Date:              13 February 2014**

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**Relevant Community Outcomes**

- The Otorohanga District is a safe place to live
- Provide for the unique history and culture of the District
- Foster an involved and engaged Community

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**Executive Summary**

Council is required to apply for road closures within the Otorohanga Community to enable the Otorohanga ANZAC Day Commemorations to proceed on Friday, 25 April 2014.

**Staff Recommendation**

It is recommended that approval be granted for the following road closures:

**Purpose:            ANZAC Day Commemorations**

**Date:              Friday, 25 April 2014**

**Periods of Closure: 5.45am to 6.45am;  
                              and  
                              9.45am to 10.45am.**

**Details of Closure: STATE HIGHWAY 3 / MANIAPOTO STREET, from the northern  
                              entrance of Huiputea Drive to its intersection with Te Kanawa Street;  
                              KAKAMUTU ROAD, from Maniapoto Street to its intersection with  
                              Turongo Street  
                              GRADARA AVENUE, from Kakamutu Road to its intersection with  
                              Summit Drive.  
                              RANFURLY STREET, east end from its intersection with Maniapoto  
                              Street to end  
                              COWLEY LANE – entire length  
                              WAHANUI CRESCENT – entire length**

## **WHITTINGTON LANE – entire length**

Detour: Will be by way of Huiputea Drive.

The road closure will be subject to the following conditions:

1. Council must comply with the objection provisions as contained within the Transport (Vehicular Traffic Road Closure) Regulations 1965.
2. No objections are received from the NZ Police Department or NZ Transport Agency.
3. During the proposed period of road closures, emergency services will be allowed through in the event of an emergency.
4. Council is to notify the local information centre, bus and taxi operators, and affected businesses and residents of the closures.
5. Council is to pay for all advertising costs in appropriate newspapers. Public notice advertisements are to be published in the Waitomo News.
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.

### **Report Discussion**

Council has public liability insurance to a value of \$5m that will adequately indemnify Council against any damage to property or persons as a result of this event during the road closure period.

Inframax have agreed to sponsor the traffic management requirements for this year's closure. Inframax will be responsible for the management of both periods of road closure and will be 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 barriers and detour signs, and the removal thereof after the closures.

Due to problems experienced in the past, it is recommended that the no exit end of Ranfurly Street, Wahanui Crescent, Whittington Lane and Cowley Lane be closed to prevent traffic entering the CBD from the south end of town via Pine Street and causing disruption to ANZAC Day proceedings when exiting the area.

**Robyn Hodges**  
**ENGINEERING SUPPORT OFFICER**

**Item 17                    CONCERNS REGARDING CRICKET PRACTICE WICKETS**

**To:                        Chairman and Members  
                              Otorohanga Community Board**

**From:                    Engineering Manager**

**Date:                    13 February 2014**

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**Relevant Community Outcomes**

- Ensure services and facilities meet the needs of the Community
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**Executive Summary**

A letter has recently been received from the Otorohanga Zoological Society (OZS) expressing concern in respect of the proposal to permit cricket practice wickets on the Otorohanga Domain.

**Staff Recommendation**

It is recommended that:

1. The report be received.
2. That the cricket practice wickets shall be located as shown in the attached plan, so as to permit potential future expansion of the 'Camp Kiwi' camp site.
3. That a limited extension of the 'Camp Kiwi' camp site into the Otorohanga Domain, as indicated on the attached plan be approved in principle, providing that such an extension occurs within the next 3 years.

**Report Discussion**

A letter (copy attached) has recently been received from the Otorohanga Zoological Society expressing concern in respect of the proposal to permit cricket practice wickets on the Otorohanga Domain.

The issues of concern are that the placement of the wickets would constrain future expansion of the camp site, that night-time use of the wicket might disturb campers and that the removal of trees is undesirable.

These concerns are considered in the following sections.

**Potential Expansion of Camp Site**

It was in 2011 informally suggested to the OZS that it might in future be possible for the 'Camp Kiwi' site to be slightly extended into the Domain, since there was (and is) an area of more than 20 metres wide between the camp site boundary and the adjacent soccer pitch which is currently a 'dead' space that is not effectively utilised.

No formal agreement was however made in respect of such an extension, and no further communication had been received from the OZS relating to it. As such there is not any commitment of Council to permit such an extension, and it is arguable that the placement of the practice wickets should have preference over an extension of the camp site, as the primary purpose of the Otorohanga Domain is clearly for active recreation.

It does however appear that it would be possible to both slightly extend the campsite and have the practice wickets, as shown in the attached plan.

### **Potential Disturbance of Campers**

Concern was expressed regarding the potential night time use of the wickets and associated use of floodlights.

Council staff have subsequently discussed this matter with the cricket club, who have indicated that their expected periods of wicket use are between 3.00pm and 8.00pm in the summer months, which will not require operation of lights.

Such operation is considered unlikely to create significant or unreasonable nuisance for campers.

### **Removal of Trees**

It is understood that the OZS may have believed that the proposed extent of tree removal was greater than what has actually been requested.

This matter should be easily managed as Council's landscape consultant, who has been asked to comment on the proposed tree removal also works closely with the Kiwi House.

### **Potential Camp Site Extension**

It is suggested that the Board gives consideration to the potential extension of the 'Camp Kiwi' camp site, and if supportive signals formal agreement in principle to this happening in the relatively near future.

If the campsite was permitted to occupy a slightly larger area of the Domain and increase in rental would be necessary, and it is suggested that a rental increase on the initial basis of \$1 per annum per m<sup>2</sup> would be appropriate and consistent with other comparable leases of Council reserve land.

On this basis a 6 metre outward movement of the boundary would have an associated annual rental increase of approximately \$540, whilst a 8 metre movement would increase the annual rental by approximately \$720.

Any costs associated with such an extension – which could include relocation of the fence, possible relocation of sports field lighting poles and pruning / removal or planting of trees (which would require the permission of Council) would have to be met by the OZS.

It should however be noted that at this time the OZS has not yet formally requested an extension of the camp site area, and that as such agreement should (if desired) only be given in principle to this, with details to be finalised later.

It is also suggested that if agreement in principle is given, this has a limited duration, rather than creating a long-term commitment to something that may not occur.

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

### **Attachments:**

- Letter from Otorohanga Zoological Society
- Plan of Proposed Cricket Wicket Location



28 January 2014

Otorohanga Community Board  
PO Box 11  
Otorohanga 3940

Dear Community Board Members

The Otorohanga Zoological Society Committee has read about the proposal (OCB December Meeting Minutes) to install a cricket practice pitch running parallel to the boundary of Camp Kiwi that the Society leases from Council.

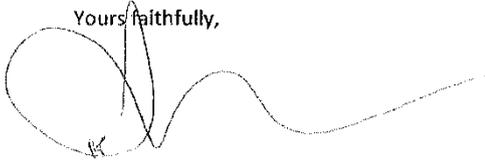
The Otorohanga Kiwi House fully supports the use of the Domain Sports Ground, as we believe it is an integral part of the community, but we have a few concerns that we would like considered:

- In 2011 the OZS Committee requested that the Otorohanga Community Board allow us to build several rental cabins and a manager's house over the sewer and storm water mains that zigzag through the entire Camp Kiwi lot. Although this proposal was not approved Council CEO, Dave Clibbery, indicated that in the future OZS might be able to acquire 6 to 8.00m of extra land running down the lease boundary alongside the Domain Sports Ground to allow us to develop the business without affecting Council's sewer and storm water lines. It was the OZS Committee's intention to request this lease boundary change after the main Park redevelopment was completed.
- The proposed location of this practice pitch would essentially prevent the Kiwi House from further developments at Camp Kiwi, as it will be located within the Society's proposed lease boundary relocation.
- The OZS Committee is also concerned about the proposed removal of trees. Tree removal would also affect a potential footpath extension, which has been planned for many years and which would eventually connect the existing footpath outside the Domain Sports Association Club House to the Kiwi House Footpath located outside the Lockwood Breeding Facility. It was always the Committee's understanding that this footpath extension would lead among the trees proposed for removal.
- The OZS Committee is concerned that Camp Kiwi users may be adversely impacted by the close proximity of the Practice Cricket Pitch. We request information about the proposed hours of use. It would be totally unsatisfactory to have the Pitch used late into the evening with the existing overhead lights. At present these lights are not maintained in a satisfactory manner and produce glare as a result of incorrect positioning.

We would be grateful for more information with regard to the points raised above, before the Otorohanga Community Board makes its final decision.

Should you wish to organise an onsite meeting please do not hesitate to contact the OZS Committee. I look forward to your reply.

Yours faithfully,

A handwritten signature in black ink, consisting of a large loop followed by a series of smaller loops and a long horizontal tail.

**Secretary**

**OTOROHANGA ZOOLOGICAL SOCIETY INC.**

# Cricket Pitches

Print Date: Thursday, 30 January 2014  
Print Time: 4:34:45 p.m.



Scale: 1:500  
Original Sheet Size A4

Projection: NZGD2000 / New Zealand Transverse Mercator 2000  
Bounds: 5771935.63239366, 1793652.15925092  
5771852.64814221, 1793867.23194728

Digital map data sourced from Land Information New Zealand. CROWN COPYRIGHT RESERVED.  
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It is made available in good faith but its accuracy or completeness is not guaranteed.  
If the information is relied on in support of a resource consent it should be verified independently.

**Item 18            SEPTIC WASTE DISPOSAL LICENCES**

**To:                    Chairman and Members  
                          Otorohanga Community Board**

**From:                Engineering Manager**

**Date:                13 February 2014**

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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
- 

**Executive Summary**

A letter has recently been received expressing objection to the practice of restricting the right to discharge septic tank waste to the Otorohanga wastewater system to two licenced contractors.

It is considered worthwhile to give consideration to the basis of the existing practice and the possibility of a revised policy.

**Staff Recommendation**

It is recommended that:

4. The report be received.
5. If any change is to be made to the current practice of limiting licences for septic waste dumping, that this change is to grant a licence to the current applicant only, with licence conditions to be the same as for the existing licences, other than no disposal of waste sourced outside of the Otorohanga District will be permitted.

**Report Discussion**

The letter writer does not appear to have made a formal application for a licence to discharge such waste. It may however be that he has been informally advised that such a licence would not be granted, as it has been the practice of Council staff to decline such applications from operators other than the two companies (one based in Otorohanga and one based in Te Awamutu) that have held such licences previously.

For the purposes of this report the letter writer will however be referred to as 'the applicant'.

**Basis of Existing Practice**

The practice of restricting permission to dump septic tank waste to two contractors is long-standing and has been based upon concerns regarding waste quantity, quality and source. Unlike the wastewater treatment facilities in larger centres, that in Otorohanga is unmanned, and the dumping of septic tank waste is conducted without supervision, inspection or comprehensive monitoring and is therefore reliant upon a level of trust that the licensed contractors will operate in accordance with the conditions of their licences, in respect of waste quantity, quality and source.

There have been periodic concerns regarding the type of waste that has been dumped. The licenced contractors are only permitted to dump conventional domestic septic tank waste that is primarily sourced from within the Otorohanga District, but there have on occasion been reports of extremely strong odours at the dumping point that have suggested other types of waste may have been discharged. Also in recent times there has been concern that a greater than reported

volume of waste may be originating outside of the district, particularly from Waitomo, whose council has set charges for treatment of septic waste at a very high level.

The reliance on a level of trust between licenced operators and Council is the primary reason why the issue of licences has been restricted. It has been believed that if the number of licenced operators is increased, the likelihood of some abuse of trust will also increase.

The licences that have been issued are subject to strict terms and conditions, with Council having the ability to immediately cancel a licence upon a proven breach of these conditions. This creates a very strong incentive for compliance by the locally based operator, since a loss of this licence would have a great impact on their business.

Such strong incentives for compliance may not however exist for other contractors if they were granted licences. For example there have to my knowledge been previous applications for licences from at least two large contractors based in the Hamilton area. For these businesses having a licence to dump at Otorohanga is unlikely to be an essential requirement for the operation of their business, and they therefore may be less concerned about losing the licence, and could be more tempted to undertake occasional dumping that is not in compliance with the terms and conditions.

Being unmanned, the Otorohanga facility potentially provides an opportunity for illicit (and very cheap) disposal of 'difficult' highly concentrated wastes that would be subject to either rejection or extremely high treatment charges at other treatment facilities where inspection and sampling of the waste is conducted prior to discharge. The dumping of even a single load of such difficult waste could have a significant adverse effect on the operation of the wastewater treatment system.

It has therefore been considered prudent to decline these other applications for licences.

The recent substantial increases of charges for septic waste treatment being levied by Waitomo District Council has further strengthened the belief that it is desirable to have a limited number of contractors licenced to dispose of waste at Otorohanga.

It has been considered appropriate to permit the licenced contractors to dump a limited quantity of approved waste sourced from outside of the Otorohanga District. This has been done in recognition of the fact that on occasion it will be more efficient for a contractor to combine the collection of waste from a site on the edges of the district with collection from another site just outside of the district. To preclude this could create some inefficiency for the contractor, which ultimately their Otorohanga ratepayer customers would pay for.

The extent to which this disposal of 'out of district' waste is permitted has however been recently reduced, in response to the high charges being applied at the Te Kuiti, which provide a substantial incentive to take Waitomo District waste elsewhere.

With the potential for dumping of a load of septic waste at Otorohanga to be up to \$500 cheaper than disposal at Te Kuiti, it has to be assumed that any allowance that is given to contractors for 'out of district' dumping from the Waitomo District will be fully utilised.

To provide more contractors with licences based on the current conditions (which permits disposal of a limited amount of waste from outside of the district) would inevitably increase the total quantity of 'out of district' waste being received, which would be extremely undesirable given the recent problems associated with septic waste at the treatment plant.

## **Competition Issues**

The applicant raises issues regarding the suppression of competition in respect of septic waste services. Whilst there is no relevant criteria for 'competitive services under the local body government' as the applicant suggests, it is recognised that there are issues in relation to competition that may be worthy of consideration.

This matter was recently discussed by Councillors, in recognition of the disposal of septic waste being an issue that is broadly relevant to the district as a whole. Whilst Council recognised that

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any decisions made in respect of policies guiding the issue of septic waste disposal licences should be primarily based on the views of the Otorohanga Community Board, there was some expression of concern that the current practice of restricting licences might be perceived as 'anti-competitive'.

Whilst it may be seen that it is not the role of Council to 'pick winners' amongst local businesses, which is however in effect what Council frequently does when it awards contracts. Decisions are made between businesses based on the objective of providing the best outcome for those paying for that particular Council service.

In the case of awarding licences to dump septic waste, the main objective is to obtain the best outcome for those who pay for the functioning of the Otorohanga wastewater system, which is primarily Otorohanga urban ratepayers, not residents with septic tanks.

There is not currently a monopoly situation in respect of septic tank cleaning services. Not only are there two contractors licenced to dump to the Otorohanga wastewater system, there are other contractors operating who would collect waste and dispose of it elsewhere.

The existing local (Otorohanga based) septic waste business has a long history of providing good service and working cooperatively with council, and council staff have considered it to be in the interests of council and ratepayers that this business continues.

There should, as the letter writer states, be a relatively static total quantity of waste being generated in the District, and the two licenced businesses have been able to meet this demand.

The Otorohanga District has a population of approximately 6000 persons who are reliant on in the order of 2000 septic tanks, which are typically emptied at intervals of around 5 years, equivalent to 400 tanks per year. Such a volume of work would be expected to be almost manageable by a single septic tank truck.

To share the available business between more than two operators increases the risk that individual operators may not be economically viable, but it is recognised that it is arguably not the role of Council to interfere in such matters of the 'free market'.

An issue that is therefore more relevant is one of setting precedents. If a decision is made to move away from the current policy of issuing no further licences, and a licence is issued in respect of the current applicant, how should we in future respond to further applications?

Options could include:

1. Issue one further licence (to the current applicant) and thereafter limit the number of licences to three.
2. Issue licences to any other 'local' businesses that may apply.
3. Issue licences to any businesses that may apply.

The issue in respect of option 1 is that it does not fully address the issue of suppressing competition. If there is a real 'anti-competition' issue in limiting the number of licences to 2, how does this really change by increasing this number to 3? It may be a pragmatic solution but it does not address the issue of principle.

Option 2 may appear able to address the 'competition' issue, but it will encounter the challenge of defining what is 'local', and an associated rationale for this.

Option 3 is clearly the fairest in terms of competition, but is believed to expose the Otorohanga Community to risks that are best avoided.

Overall it is believed that the current practice of restricting licences for the disposal of septic tank waste to two contractors is likely to achieve the best outcome for ratepayers of the Otorohanga Community, but it is suspected that the issue one further licence, to the applicant, would be unlikely to have a significant adverse effect provided that this licence did not permit any dumping of waste sourced from outside of the Otorohanga District.

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

**Attachment:** Letter from Hydro Waste Limited

# Hydro Waste Limited

123 Honikiwi Road  
OTOROHANGA 3973  
Telephone 07 873 6652  
Mobile 0272612248  
Email: [djaques@xtra.co.nz](mailto:djaques@xtra.co.nz)



11<sup>th</sup> December 2013,

Mr D.C Clibbery  
Chief Executive Officer,  
Otorohanga District Council  
P.O. Box 11  
OTOROHANGA

Email: [davec@otodc.govt.nz](mailto:davec@otodc.govt.nz)

Dear Sir,

Re: **EFFLUENT DISPOSAL**

This Company was formed to give the residents of the Otorohanga District Council the choice of service for the disposal of effluent.

It has come to the Company's attention that as an industry compliant supplier of septic tank effluent collection and disposal, we would **not be allowed** to dispose of the effluent in to the Otorohanga Sewerage Ponds .

**We wish to use this letter to officially object to such a prohibition.**

Our reason for the objection are based on the following.

1. There is currently one Otorohanga Contractor and one Te Awamutu Contractor, who have "exclusive" permission to empty effluent in the Otorohanga Sewerage Ponds
2. Such an exclusivity does not meet with the criteria for competitive services as required under the Local Body Government.
3. This Company through its Director who also is a rate payer, believes that the service it can provide will be of considerable benefit to septic tanks owners and the community.
4. The quantity of collected effluent would not increase as the number of septic tanks in the region is static
5. Accordingly, we formally request that you direct the Authorising officer to advise that this Company will be given permission to dispose of septic tank effluent into the Otorohanga sewerage ponds.

We trust that this letter will be tabled at the December meeting of the Council so the Otorohanga septic tank owners can get their effluent picked up and disposed off during the hot summer months.

Yours faithfully  
**Hydro Waste Limited**

**Daniel Jaques**  
Director

Copies to: Mr MM Baxter (Mayor), Crs RA Klos, RM Johnson, KC Phillips, DM Pilkington (Deputy Mayor), RJ Prescott, PD Tindle and AJ Williams.

**Item 19                    POTENTIAL LEASE OF RESERVE LAND – PHILLIPS AVENUE**

**To:                        Chairman and Members  
                              Otorohanga Community Board**

**From:                    Engineering Manager**

**Date:                     13 February 2014**

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**Relevant Community Outcomes**

- Ensure services and facilities meet the needs of the Community
- 

**Executive Summary**

It is proposed to lease a small area of reserve land adjacent to a residential property on Phillips Avenue in response to the previous placement of fill on the site.

**Staff Recommendation**

It is recommended that:

6. The report be received.
7. The owner of the property at 44 Phillips Avenue be offered a 31 year lease of the area of Council controlled reserve land within the existing fence line of that property, with conditions in accordance with the Requirements of the Reserves Act 1977, in return for a single payment of \$3,500.
8. That should any similar unauthorised placement of fill or structures on Council controlled land in Otorohanga occur in the future, the response of Council shall be to require the immediate removal of those items, or arrange for that removal and charge the associated cost to the responsible party.

**Report Discussion**

In 2011 the owner of a property at 44 Phillips Avenue placed filling material on adjacent Council-controlled reserve land without the permission of Council. This situation arose because the property owner had purchased the property without being aware of the true location of the property boundary, and believed that this boundary was along the existing fence line, which was in fact well inside the reserve land.

The area in question is shown on the plan overleaf. The solid white line indicates the approximate position of the fence around the property, which the dashed line indicates the approximate position of the actual property boundary.

The difference in area between the fence line and the actual boundary is approximately 250m<sup>2</sup>.

The placement of the fill on the reserve land (which was approximately 2 metres lower than Phillips Avenue) had the effect of significantly increasing the useable land area for 44 Phillips Avenue.



Council staff approached the property owner in late 2011 and advised of the true position of the property boundary, and that the placement of fill on the Council controlled land was not acceptable and must not continue. Whilst the obvious course of action was to require the property owner to remove the placed fill, because of the perceived 'innocent' nature of this placement, staff also explored other potential solutions, including sale or leasing of the affected area.

It was concluded that sale of the affected section of reserve land was not practical because the associated administrative costs (including the process to uplift the reserve classification) would almost certainly significantly exceed the value of that small area of land.

The leasing of this area was also not entirely straightforward, because as reserve land it would be subject to the limitations on leases contained in the Reserves Act, which include restriction of lease term and a prohibition of permanent structures on the land, which was likely to be problematic. This limitation of use was assessed to significantly reduce the rental value of the land, with a rental of \$150 per annum being considered appropriate.

The situation was however further complicated by the fact the placement of fill on the reserve land will make that land useful only to 44 Phillips Avenue.

It would be unsatisfactory to Council if, for example, a lease of the land with annual rental payments was agreed and the placement of fill completed, but then the ownership of 44 Phillips Avenue changed, and the new owner declined to pay these rentals for the Council land, which would then be in a form that is only practically useful to that property.

Whilst it could be required that the Council owned portion of the land was fenced off and not used by the occupants of 44 Phillips Avenue, this would be likely to create cost and nuisance to Council.

To reduce the likelihood of such issues it was proposed that the property owner would be offered a 33 year lease of the land (the longest lease term permissible under the Reserves Act) in return for a single initial rental payment of \$2,500, and the payment of the initial legal and administrative costs associated with establishing such a lease, which were estimated to be in the order of \$1,000.

The property owner was asked to indicate whether he had interest in leasing the land on this basis, and was informed that if he was not, that he would be required to remove the placed fill from the Council land. It was stated that if the owner was interested in a lease, this would require the approval of the Otorohanga Community Board and Council.

No response was however subsequently received, despite indications from other parties that the owner was interested in such a lease.

Because of other more pressing matters no further action was taken on this issue until recently, when it was observed that further fill had been placed on the Council controlled land at this site, despite it being clearly stated previously that this should not occur.

This led to an instruction being given to the property owner to remove all fill, and that failing this Council would arrange for its removal and charge for the cost.

This action has finally drawn a response from the property owner, in the form of a request to enter into a lease of the land as previously offered.

Though it has taken some time for this to happen, it is felt that this would be a pragmatic solution to this matter, and it is therefore proposed to offer such a lease, albeit with a term reduced to 31 years, to reflect the fact that the land has in effect been already been occupied for two years by the previous placement of fill.

### **Management of Similar Issues in the Future**

It is considered important that this case does not establish a precedent for similar unauthorised interference or occupation of Council controlled public land. There are currently a significant number of other private properties adjacent to reserve land (often at a lower level) where the property owner might be tempted to make use of some of the public land by placing fill or other structures adjacent to their property.

It is recommended that if this was to occur in the future, the response of Council should be to require the immediate removal of the placed material or structures, regardless of whether this unauthorised placement was carried out knowingly or not.

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

**Item 20                    PROTOCOL AND PROCESS FOR SIGNS IN FIN PHILLIPS RESERVE**

**To:                        Chairman and Members  
                              Otorohanga Community Board**

**From:                    Chief Executive**

**Date:                     13 February 2014**

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**Relevant Community Outcomes**

- Ensure services and facilities meet the needs of the Community
  - Provide for the unique history and culture of the District
  - Foster an involved and engaged Community
- 

**Executive Summary**

The appropriateness of permitting the placement of further signs or emblems in the 'Fin Phillips Reserve' is considered.

**Staff Recommendation**

It is recommended that:

1. No further permissions be given to erect structures or signage in the 'Fin Phillips Reserve', and only the placement of the Silver Ferns and the Poppies (for a limited period only around Anzac Day) be authorised to continue
2. That the potential for using the bank on Main North Road alongside the cemetery as an alternative site for the temporary display of non-commercial promotional signs or structures be explored.

**Report Discussion**

At the Board's meeting of 12 December 2013 there was discussion of the recent placement of 'White Ribbon' emblems in the 'Fin Phillips Reserve' at the corner of Maniapoto Street and Kakamutu Road, and it was agreed that a protocol and process needs to be established in respect of placement of signs or emblems at this location.

**Background**

A clearance of the original vegetation from this bank and planting with native species created an attractive area that was very visible from Maniapoto Street, and for a number of years it has been an approved practice for Poppy emblems to be erected on the bank for a period each year around Anzac Day.

In 2011 a request was received from the Project Kiwiana Committee for permission to place Silver Fern emblems on the same site. This request was subject to significant discussion because the request was part of an initiative to support the 2011 Rugby World Cup, and there previously had been some contention over which types of structures were considered to be 'signs' in respect of Council's District Plan, and therefore subject to the associated controls.

Whilst temporary off-site promotional signs do not require a Resource Consent, permanent signs do. It was however considered that the Silver Fern emblems would only have a promotional function for a limited time (up to the end of the Rugby World Cup) and thereafter they could not be considered signs, hence it would be possible for them to remain without a Resource Consent being required.

On this basis the Board resolved as follows at its meeting of 11 August 2011:

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*'That the Board grant approval to the Project Kiwiana Committee to erect Silver Fern Kiwiana Installations on the Fin Phillips Reserve, subject to the maintenance, erection and removal of the Installations being the responsibility of the Committee and that their removal is at the discretion of the Board.'*

The recent installation of White Ribbon emblems appears to have been approved through a less formal process of the Board, and concerns were expressed in respect of both the general use of the area for the placement of signs, and the type of structures or signs that should be permitted there.

Having obtained permission to erect the White Ribbon emblems here (and having fabricated them) it is probable that the organisers will seek and expect permission to erect them again in the future.

### **Suitability of Location**

The 'Fin Phillips Reserve' is very visible from the northern section of Maniapoto Street, but it is perhaps not well suited for temporary display of other structures or signs for reasons that include the following:

- Both the Silver Ferns, which currently have permission to be there on an ongoing basis and the periodic placement of the Poppies around Anzac day are considered to be complementary to the Kiwiana theme that is most prominent along Maniapoto Street. Other types of structures or signs are likely to be less consistent with this theme.
- The frequency of disturbance of the Silver Ferns (and associated potential for damage) will increase for each new type of structure that is permitted to be erected there, whilst the duration of the Silver Fern being displayed will be reduced.
- The native vegetation in the area is growing, which will progressively reduce the visibility of emblems or signs placed there.

### **Potential Alternative Site**

It is however recognised that the community may potentially benefit from the temporary display of certain other types of signs or structures promoting non-commercial activities or campaigns, such as the white ribbons, and that it would be desirable for a place to be available where such display can take place.

A site suitable for this purpose might be the bank alongside the cemetery on Main North Road, which is highly visible, particularly to northbound traffic on SH3. Though the appearance of this bank has been improved by the removal of the overgrown vegetation that was originally there, it is still not particularly attractive, and might be enhanced by the presence of suitable signs or structures.

It is suggested that a series of near vertical pipes could be set along the mid or upper height of this bank, into which posts carrying signs, banners or emblems could be inserted.

A visualisation of such a display will be presented at the meeting.

**Dave Clibbery**  
**CHIEF EXECUTIVE**

**Item 21**            **DRAFT MANAGEMENT ACCOUNTS FOR THE PERIOD ENDING 31  
DECEMBER 2013**

**To:**                **Chairman and Members  
Otorohanga Community Board**

**From:**            **District Accountant**

**Date:**             **13 February 2014**

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**Relevant Community Outcomes**

- Ensure services and facilities meet the needs of the Community
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**Executive Summary**

The Draft Management Accounts for the period ending 31 December 2013 are attached under separate cover.

**Staff Recommendation**

It is recommended that:

The Draft Management Accounts for the period ending 31 December 2013 be received.

**Brendan O'Callaghan**  
**DISTRICT ACCOUNTANT**

**Item 22           OCB MATTERS REFERRED 12 DECEMBER 2013**

**To:               Chairman and Members  
                    Otorohanga District Council**

**From:           Governance Supervisor**

**Date:            13 February 2014**

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**Executive Summary**

**1.           BOARD**

31 October 2013

- i.    To have discussions with representatives of the Beattie Home Rose Show Committee to ascertain if they would be interested in carrying out the Annual Community Garden Competition.

12 December 2013

- ii.   To visit the site on the Otorohanga Domain, along with Mrs Rosemary Davison and Council's Community Facilities Officer, where it is proposed to install practice wickets.
- iii.  To visit the proposed site to create a small recreation area alongside the Waipa River below the SH3 Bridge, that will provide easier access to the river.

**2.           CHAIR**

12 December 2013

- i.    To organise a 'walk through' of the new Mountain Bike Track at the Bob Horsfall Reserve.

**3.           CHIEF EXECUTIVE**

12 September 2013

- i.    To re-present, at a public meeting, the Flood Management Presentation in conjunction with Mr Bill Vant's presentation on water quality and the health of rivers.

**4.           ENGINEERING MANAGER**

12 December 2013

- i.    To arrange for staff to investigate and provide information on the suggestion that a toilet facility be installed at the Reg Brett Reserve.

**5.           SERVICES MANAGER**

8 August 2013

- i.    To facilitate a structured workshop with interested parties to consider establishing a Strategic Design for Rotary Park.

**6.           GOVERNANCE SUPERVISOR**

12 December 2013

- i.    To ascertain further information on a scheme available through the South Waikato District Council in Tokoroa which allows people that own their homes that do not have solid fuel heating, the ability to purchase log burners through local shops and plumbers, the costs paid for through Council Rates.
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**CA Tutty**  
**GOVERNANCE SUPERVISOR**

**GENERAL**