



Kawhia Community Board

# MINUTES

26 September 2014

## KAWHIA COMMUNITY BOARD

26 September 2014

Minutes of an ordinary meeting of the Kawhia Community Board held in the Community Boardroom, Jervois St, Kawhia on Friday 26 September 2014 commencing at 1.00pm.

### 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 1.03pm), Cr DM Pilkington, Messrs AJ Rutherford and DM Walsh.

## **IN ATTENDANCE**

His Worship the Mayor, Mr MM Baxter, Messrs DC Clibbery (Chief Executive & Engineering Manager) and CA Tutty (Governance Supervisor).

The Chair declared the meeting open and welcomed those present.

## **CONFIRMATION OF MINUTES – 25 JULY 2014**

The Governance Supervisor referred Members to page 2, Otorohanga District Development Board – Museum Sign, and advised that in the final sentence the wording 'Otorohanga District Development Board' has been amended to read 'Kawhia Community Board'.

**Resolved** that the minutes of the meeting of the Kawhia Community Board held on 25 July 2014 as amended, be approved as a true and correct record of that meeting.

### **Cr Pilkington / Mr Rutherford**

## **MATTERS ARISING**

### **RATES REBATE SCHEME**

In response to a query, Cr Pilkington advised that she understood a good response had been received by staff who were in attendance at the Hall on Wednesday 13 August 2014 to process Rates Rebate applications. The Governance Supervisor reported that some local residents enjoyed the opportunity talking to staff and raised matters other than those relating to the Rates Rebate Scheme.

## **REPORTS**

### **Item 31 KAWHIA MUSEUM SIGNAGE**

#### **Discussion**

Mr John Thompson attended the meeting and updated Members on the new Museum/i-Site building signage and location of the new sign.

Mr Thompson reported that the existing sign required freshening and that the Kawhia Museum Committee had agreed to this. He said however, there are one or two issues involved, these being –

1. The existing sign on the pole in the roadway should be removed.
2. Plywood signs on the side of the Museum building are looking somewhat shabby.
3. An approach be made to Mr Peter Scott regarding erecting the sign on the Scott's property opposite Burtons.

The Chair queried who would be prepared to remove the existing large sign. Mr Thompson replied that he could carry this out, the sign would only be useful for firewood however, the poles have been treated. Cr Pilkington expressed the opinion that any proposed signage requires directional information printed on it. She said the facility is not an approved i-Site but an Information Centre. Cr Pilkington further advised that should the sign be erected adjacent to a State Highway certain conditions/criteria are required to be met. It was agreed that the matter needs to be referred to Council's Roading Manager, Mr Martin Gould. Mr Rutherford felt that should another image be created then this could be placed elsewhere and could be synonymous with Kawhia. He expressed the opinion that there are perhaps better sites to erect signage such as adjacent to the local garage coming into Kawhia. Cr Pilkington reported that the Otorohanga

District Development Board have agreed to pay for vinyl signs. Following further discussion Members agreed that they would organise the removal of the existing large sign.

**Resolved**

That the Kawhia Museum/i-Site signage presentation by Mr John Thompson be received.

**Mr Rutherford / Mr Walsh**

**Item 32                    RETAINING WALL BEHIND KAWHIA LIBRARY**

**Discussion**

The Chair referred to a report prepared by Council's Services Manager on the new retaining wall which has been built behind the Library to address two issues being –

- i.     the bank collapsing
- ii.   damp penetrating the walls of the building due to material from the bank building up against the outside wall of the building.

In reply to Mr Rutherford, the Engineering Manager replied that he is not aware of the cost to carry out this work however, this has not been budgeted for but could be funded out of the Maintenance Account. He advised that the original request had come from the Library staff and accordingly Council staff attended to this.

**Resolved**

That the report be received.

**Cr Pilkington / Ms Gane**

**Item 33                    DRAFT MANAGEMENT ACCOUNTS FOR THE PERIOD ENDING 30 JUNE 2014**

**Discussion**

The Chief Executive took Members through the Draft Management Accounts for the period ending 30 June 2014. He advised that the bottom line is not the best result as the accounts in total are \$20,000 over budget, these comprising some ups and downs.

**KAWHIA WATER SUPPLY**

The Chief Executive reported that the Kawhia Treatment Plant is still encountering problems. He highlighted the fact that Council did not receive the capitol subsidy from the Ministry of Health in the 2013/14 year. The Chief Executive informed Members that fine filters had been installed however, these were overwhelmed in a matter of a few days. He said the cost of approximately \$900 worth of filters every few days is unsustainable. The Chief Executive further advised that five micron filter were then substituted for the one micron filter however, this did not help the situation. The Chief Executive then referred to the clarity of the water out of the clarifier and advised that this may be able to be utilised as a means of satisfying the Drinking Water Standards requirements. He confirmed that the system is extensively alarmed and the plant will shut down if any problems are incurred.

**AOTEA SEAWALL**

The Chief Executive informed Members that the legal issues have been put on hold for the present time. Ms Gane updated Members on a possible Plan Change under the Resource Consent process. Cr Pilkington queried how long does the Community have to contribute to the other parties legal costs. The Chief Executive replied that it is necessary for Council to obtain

further advice however, the option does remain that that particular part of the seawall could be removed.

### **KAWHIA PUBLIC TOILETS**

Mr Rutherford requested that staff provide information on the capacity of the Kawhia Public Toilets.

### **KAWHIA COMMUNITY PROPERTY**

Members requested that staff check the rental income figure in relation to the operating income.

### **Resolved**

That the Draft Management Accounts for the period ending 30 June 2014 be received.

### **Mr Rutherford / Ms Gane**

The Chair extended the Boards' thanks to Council's finance staff in the preparation of the Draft Management Accounts.

## **Item 34                    APPLICATION FOR TEMPORARY ROAD CLOSURE – KAWHIA NEW YEAR CELEBRATIONS AND ROWING REGATTA**

### **Discussion**

The Engineering Manager referred Members to the Engineering Support Officer's report on an application received from the Kawhia Rowing Regatta Club for road closures within the Kawhia Community for the purpose of holding the Kawhia Rowing Regatta and associated activities. The report further advised that Mr Lou Sherman is organising the fireworks display on New Years Eve and in the interest of public safety, it is suggested that Council close the road for New Years Eve and combine this with the Rowing Regatta Club road closure under a single Road Closure application.

Mr Alan RuBay and Ms Sandra Drummond attended the meeting and spoke in support of seeking permission to include the use of the Foreshore Reserve as indicated in the plan attached to the Club's letter of application. Members were advised that they wish to rope off a section of the Reserve to assist with the collection of the \$2 Entry Fee for adults and children over 12 yrs old. The Chair expressed the opinion that he could see logic behind the application. Mr RuBay reported that the Kawhia Rowing Regatta Club has been running this event for the past twenty nine years without a problem until this year when there was conflict with members of the Kawhia Community itself. He said he was hurt and disappointed with this reaction. Discussion was then held on the situation and it was agreed that this came down to a conflict of personalities.

### **Resolved**

That approval be granted for the following road closures:

Purpose:                    Kawhia New Year's Eve Celebrations and Rowing Regatta Day

Dates:                    Wednesday, 31 December 2014 and Thursday, 1 January 2015

Details of Closure:    **Kawhia New Year's Eve Celebrations**

**JERVOIS STREET** – from its intersection with Tainui Street to Omimiti Street

**OMIMITI STREET** – Entire length

**Period of Closure:** 6.00pm to 6.00am

**Kawhia Rowing Regatta**

**JERVOIS STREET** – from its intersection with Tainui Street to Omimiti Street

**OMIMITI STREET** – Entire length

**Period of Closure:** 6.00am to 5.00pm

With the following conditions imposed:

1. Council will be responsible for management of the first period of the closure from 6.00pm 31 December 2014 to 6.00am 1 January 2015.  
  
During this first period the road will be completely closed, and residents within the section of closed road will be required to make other prior arrangements if they wish to use a vehicle. Council will be responsible for placing the barrier and signs at the start of the closure.  
  
Emergency access for vehicles will be over the pavement on Jervois Street.
2. The Kawhia Rowing Regatta Club will then be responsible for management of the second period of the closure from 6.00am to 5.00pm on 1 January 2015.  
  
During this second period the road will be partially closed, so that there is controlled access for vehicles associated with the regatta and properties affected by the closure. The Kawhia Rowing Regatta Club will be responsible for removing the barriers and signs at the end of the closure period.
3. During their relevant road closure management periods, Council and the Kawhia Rowing Regatta Club will be 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.
4. Council will arrange the hire of required barriers and signs, and advertising of the closure in the Waitomo News.
5. The Otorohanga District Council will be responsible for the total costs incurred for the road closure in respect of New Year's Eve; the Rowing Regatta Day, to be funded 50/50 between the Otorohanga District Council and the Kawhia Community Board.
6. No objections are received from the NZ Police Department or the NZ Transport Agency.
7. Persons will be allowed through in the event of an emergency.
8. Kawhia Rowing Regatta Club 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 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.
9. Council will prepare a traffic management plan for the closure that complies with the NZ Transport Agency Code of Practice for Temporary Traffic Management.
10. 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.
11. The Kawhia Rowing Regatta Club and Council to obtain signatures of residents and businesses affected, confirming notification that the proposal has been received.
12. Permission is granted to the Kawhia Rowing Regatta Club to control entrance to the Reserve as indicated on the map attached to the application, for the duration of the day of their event.

**Cr Pilkington / Ms Gane**

## LOCAL POLICE CONSTABLE

Local Police Officer, Constable Griffin, attended the meeting and updated Members on local Police matters.

### Item 35 APPLICATION FOR TEMPORARY ROAD CLOSURE – OPARAU WHALEBOAT ROWING CLUB

#### Discussion

The Governance Supervisor referred Members to the Engineering Support Officer's report on an application received from the Oparau Whaleboat Rowing Club for road closures within the Kawhia Community for the purpose of holding the Oparau Whaleboat Rowing Regatta and associated activities and advised that the period of closure requested has been amended to 9.00am to 5.00pm.

#### Resolved

That approval be granted for the following road closure:

Purpose: Oparau Whaleboat Rowing Regatta  
Dates: Tuesday, 30 December 2014  
Details of Closure: **OMIMITI STREET** – from the Kawhia Fish Shop to Kaora Track  
**Period of Closure:** 9.00am to 5.00pm

With the following conditions imposed:

1. No objections are received from the NZ Police Department or the NZ Transport Agency.
2. Persons will be allowed through in the event of an emergency.
3. The Oparau Whaleboat Rowing Club is to pay for all advertising costs in appropriate newspapers. Public notice advertisements are to be published in the Waitomo News.
4. Council will prepare a traffic management plan for the closure that complies with the NZ Transport Agency Code of Practice for Temporary Traffic Management and the provision of signage for the event.
5. During the road closure period, the Oparau Whaleboat Rowing Club 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. The Oparau Whaleboat Rowing Club are to obtain signatures of residents and businesses affected, confirming notification that the proposal has been received.
7. Oparau Whaleboat Rowing Club 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 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.
8. 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.

#### Cr Pilkington / Mr Walsh

**Item 36                   DISTRICT SPORTS COORDINATORS REPORT FOR JANUARY TO JUNE 2014**

**Discussion**

The District Sports Coordinator, Ms Robbie Matthews, attended the meeting and presented her report for the period January to June 2014.

The Coordinator referred to the KiwiSport programme and advised that she led a planning process to ensure a collaborative approach with KiwiSport Officers and Energizers working together. She said a 2014 calendar has been created and distributed to schools. The Coordinator advised that this programme is based around schools targeting children not already participating in a particular sport.

The Coordinator reported that Sport NZ has a focus on rural areas such as Kawhia and in particular, for holiday/weekend programmes. She referred to a 'Have a go' session which will be focused on the whole family having fun. Cr Pilkington queried whether there is any possibility for Sport Waikato to link through the Kawhia Medical Centre. The Coordinator replied that yes, this is happening, they are usually part of any activity.

The Coordinator informed Members of a proposed family/whanau day to be held on 10 October 2014 and circulated a Pink Walk flyer for an event to take place on 18 October 2014.

Mr Walsh queried with the Coordinator whether Sport Waikato would be interested in running a yachting programme through this coming summer.

The Chair thanked the Coordinator, for her attendance and presentation of her report.

**Resolved**

That the Otorohanga District Coordinator's report for the period January to June 2014 be received.

**Cr Pilkington / Ms Gane**

**Item 37                   KCB MATTERS REFERRED FROM 25 JULY 2014**

**Discussion**

The Governance Supervisor took Members through Matters Referred.

**ODDB REPRESENTATIVE**

With reference to the Board providing the ODDB with a recommendation of a representative to participate in a focus group, led by His Worship the Mayor, Members were informed that this matter is to be discussed between His Worship and Mr Hano Ormsby.

**SECURITY CONTRACTOR – TOM FRENCH GROVE**

Mr Walsh gave the Chief Executive a business card from Securenet Security Systems for him to follow up on the possible placement of a suitable camera at the Tom French Grove.

**GENERAL**

**OCEAN BEACH CARPARK**

Mr Walsh was advised to liaise with Council's Engineering Support Officer, Ms Robyn Hodges, regarding the installation of a refuse bin at the Ocean Beach Carpark (Tom French Grove).

**DEPARTMENT OF CONSERVATION (DOC)**

Ms Gane reported that the Aotea Community Committee is working with DOC and that a Coastal Environmental Member has been appointed to investigate the other side of the Aotea Harbour.

## **AOTEA PLAYGROUND**

Ms Gane reported that the Committee's first application for funding assistance to Pub Charities in respect to the proposed playground has been turned down. She said Pub Charities have requested the Committee to provide additional funding to the project with the possibility of the application being revisited. Ms Gane confirmed that no playground construction will commence prior to Christmas. She said the Committee may re-look at the proposed design and content of the playground. Ms Gane reported that the Committee will be fundraising over the forthcoming Labour Weekend.

## **SLIP AT AOTEA**

Ms Gane referred to a recent slip at Aotea which was a traffic hazard however, as someone had placed a cone at the slip, it was thought Council had been made aware of the situation. Ms Gane was advised that in future Members or the public contact Council's Customer Services, who will refer the matter to the appropriate staff member.

## **TREE – MORRISON ROAD**

Ms Gane reported on a call to Council's Roading Manager, Mr Martin Gould, regarding a tree leaning over onto a fence adjacent to Morrison Road. She said this situation created a health and safety issue. Ms Gane advised that the Roading Manager had passed the matter onto the appropriate person.

## **STANDARDS OF SERVICE SURVEY RESULTS – KAWHIA**

The Chief Executive circulated copies of the results of the Standards of Service Survey, in particular sections relating to Kawhia. He said, as a result, there appears to be a strong level of satisfaction, though only 5.2 percent of survey forms were returned from the Kawhia area. The Chief Executive reported that there appears to be very limited desire for change in terms of both the overall package of services provided, and the levels of service for particular activities. He said, of indicated desires for change, the following were the most significant –

- Youth Support programmes
- Water Services
- Public toilets
- Unsealed road improvements

The Chair referred to the matter of seal extension work and advised that the Board will keep raising this issue.

## **KAORA TRACK – HORSES**

Mr Rutherford referred to several complaints he has received regarding horses on Kaora Track and reported that the existing provision to block horses using the track is not adequate. He said he had requested for this matter to be placed on the Board's agenda for this meeting. Mr Rutherford suggested a design of a gate which horses are unable to walk around. Cr Pilkington said this matter had been raised not so long ago with concerns expressed that pushchairs could not get around the restricted entrances. Members were informed that horses have taken to climbing up the bank to avoid the restricted entrances. Mr Rutherford reported that appropriate conversations have been held with the horse riders concerned. The Chair said it is the feeling of the Board that Members do not want horses using the Kaora Track and therefore requested Council's Community Facilities Officer to follow up on this matter.

## **KAWHIA FORESHORE SEAWALL**

In reply to Mr Rutherford, the Engineering Manager advised that Council has not yet obtained a Resource Consent from the Waikato Regional Council. He said plans have been prepared and are ready to be forwarded to the Contractor however, there is concern that, as the part of the

area will be required to be grassed, it may be better to delay the works until after the peak summer period.

### **KAWHIA FOOD FESTIVAL**

The Chair welcomed Mr Nick Tuwhangai, representing the Kawhia Food Festival, to the meeting. Mr Tuwhangai said he was very disappointed to hear of the closure of the former Kawhia Kai Festival as he was the person who initiated the original festival. He said this was created for local people to celebrate Waitangi Day and allow community groups to raise funds. Mr Tuwhangai reported that the various Marae pulled out of the event as it got too big and it was hard for them to raise funds for their Marae.

Mr Tuwhangai advised that, in order for a new event to get established and running, support is needed from Council. He asked whether Council would be able to forgo various charges, such as the cost of Road Closure advertising, etc for the first year of the new Festival. He said, following this, further discussion could be held on later years events. Mr Rutherford suggested that the new committee write to Council requesting a Road Closure for the event. The Chair referred to other costs such as Road Closure costs, the provision of toilets and public liability insurance. He said, the Kawhia Community Projects Trust has agreed to act as an umbrella organisation for the proposed festival. The Chief Executive advised that Council staff could support/prepare a Traffic Management Plan for the closure. The Chair reported that the Kawhia Community had a very positive meeting regarding further festivals and it was agreed that this proceed with the support of Council and the Board.

### **COUNCIL REPRESENTATIVE - WEST COAST ZONE**

Cr Pilkington reported on her attendance at a West Coast Zone Liaison Sub-Committee held on 29 August 2014 and reported that the WRC has appointed two new Community representatives, Messrs Bill Thompson and Robert Jolly.

### **FUNDING REVIEW**

Cr Pilkington informed Members that Council's Funding Review held on 8 September 2014 went well with good representation from both the Otorohanga and Kawhia Community Boards. She said there has been no significant changes and that Council is well within the 30 percent cap on UAGCs.

### **OTOROHANGA DISTRICT DEVELOPMENT BOARD**

Cr Pilkington reported that she had emailed to all Members her six monthly report on behalf of the ODDB.

Cr Pilkington referred to the Hot Springs brochure produced by the Information Centre which has been printed and the information uploaded to the Kawhia page of oto.co.nz with links to tide tables.

Cr Pilkington reported that a new Kawhia business has participated in the business breakfast session with the final session being held on 16 October. She said she has delivered two more map pads to the Information Centre, these are proving very popular with Tourists.

### **DISTRICT PLAN**

Cr Pilkington informed Members that Council's District Plan is now operational with all matters under appeal settled out of Court. She said this is very unusual and a great result for ratepayers.

### **SPORT NZ – RURAL TRAVEL FUND**

Cr Pilkington advised Members that she has forwarded the relevant information to the Principal of the Kawhia School.

## **KAWHIA MUSEUM**

Cr Pilkington reported that the roof and parapet repairs have come in under the \$10,000 budget. She said this work has been funded across the whole District.

## **KAWHIA LIBRARY**

Cr Pilkington advised that the Kotui Shared Library Service has not yet been installed in the Otorohanga Library however, this will probably take place later this year.

## **KAWHIA WHARF**

The Chair referred to the clean up of netting exposed in the sand adjacent to the Kawhia Wharf and expressed the opinion that this work had not been completed particularly well and is still creating a dangerous situation for beach users.

## **NEW RESIDENT PACK**

The Chair circulated copies of the current Council New Residents Pack and asked for Members to give consideration to this with the possibility of including more local Kawhia information. He requested that Members come back with any ideas they may have.

## **KAWHIA KAI FESTIVAL AGM**

The Chair referred to the annual meeting of the Kawhia Kai Festival held on 11 September 2014 and reported that three Committee members were present, with a reasonable turnout of the public.

## **KAWHIA TOURISM TRUST**

The Chair circulated a copy of the Chairman's report for 2014. He advised that the Trust has \$42,000 in the bank however, last years festival cost around \$60,000. Members were informed that the Kawhia Kai Festival Committee has requested that any new event not use the name of the Kawhia Kai Festival.

## **MEETING CLOSURE**

The meeting concluded at 3.58pm.

## **CHAIRMAN:**

**DATE:** 28 November 2014