

ORDINARY AGENDA

TE AROHA COMMUNITY BOARD

DATE: Monday, 20 July 2009

TIME: 5.30 pm

VENUE: Council Chambers
Matamata-Piako District Council
35 Kenrick Street
TE AROHA

MEMBERSHIP – Quorum (2)

Members:

Mrs M Massey
Mrs T M Cornes
Mr N S M Harvey-Webb
Mr B A Morgan

Information and recommendations are included in the reports to assist Te Aroha Community Board in the decision making process and may not constitute Te Aroha Community Board's decision until considered by Te Aroha Community Board.

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	MEETING OPENING.....	1
2	PRESENT.....	1
3	APOLOGIES	1
4	NOTIFICATION OF URGENT BUSINESS.....	1
5	PUBLIC FORUM	1
6	CONFIRMATION OF MINUTES.....	1
7	MATTERS ARISING FROM THE PREVIOUS MEETING	1
8	OFFICER REPORTS.....	2
8.1	NEW ZEALAND POLICE - POLICING IN TE AROHA	2
8.2	COMMUNITY GARDEN PROJECT.....	3
8.3	TRANSFORMER BOXES AROUND TE AROHA.....	4
8.4	CLOCK TOWER SURROUNDS UPGRADE.....	5
8.5	FOOTPATHS IN TE AROHA - UPDATE.....	7
8.6	COUNCIL, CONNECTIVITY AND THE TE AROHA RAILWAY LAND	9
8.7	ROUTES AND FOOTPATHS	10
8.8	MAYORAL DIARY FOR MAY 2009	11
8.9	CHIEF EXECUTIVE OFFICERS REPORT FOR MAY 2009	12
8.10	BOARD MEMBERS REPORTS FOR JUNE 2009	13
9	URGENT ADDITIONAL BUSINESS	14
10	EXCLUSION FROM THE PUBLIC.....	14
11	CLOSURE	14

1 MEETING OPENING**2 PRESENT**

MEMBERS PRESENT

OFFICERS PRESENT

IN ATTENDANCE

3 APOLOGIES

MEMBERS APOLOGIES

4 NOTIFICATION OF URGENT BUSINESS

Pursuant to clause 3.7.5 and 3.7.6 of the Standing Orders NZS 9202:2003 and Section 46A (7) of the Local Government Official Information and Meetings Act 1987, the Chairman to enquire from members whether there are any additional items for consideration which qualify as extraordinary or urgent additional business.

5 PUBLIC FORUM**6 CONFIRMATION OF MINUTES**

Minutes, as circulated, of the Ordinary Meeting of the Te Aroha Community Board, held on 15 June 2009.

[Minutes June 15 2009 Te Aroha Community Board.doc](#)

DRAFT RESOLUTION

That the Minutes of the Ordinary Meeting of the Te Aroha Community Board held on 15 June 2009 be confirmed and signed as true and correct.

7 MATTERS ARISING FROM THE PREVIOUS MEETING

8 OFFICER REPORTS

8.1 NEW ZEALAND POLICE - POLICING IN TE AROHA

File No: SUP3604N01
Responsible Officer: D McLeod
Chief Executive Officer
Author: R Ellison
Community Boards/CAPS Administrator

EXECUTIVE SUMMARY

Inspector Glenn Dunbier (Eastern Waikato Area Commander), Senior Sergeant Dana McDonald, and Constable Jacque Dixon will be in attendance to discuss policing in Te Aroha and Blue Light.

POLICY AND BYLAW ISSUES

There are no policy or bylaw issues.

OFFICER RECOMMENDATION

That the New Zealand Police – Policing in Te Aroha report be received.

8.2 COMMUNITY GARDEN PROJECT

File No: PRE520409
Attachments: [Community Garden Report](#)
Responsible Officer: G Ridley
Infrastructure Manager
Author: R Ellison
Community Boards/CAPS Administrator

EXECUTIVE SUMMARY

Board Member Morgan to raise discussion regarding a Community Garden Project.

A DVD will also be presented.

POLICY AND BYLAW ISSUES

There are no policy or bylaw issues.

OFFICER RECOMMENDATION

That the Community Garden Project report be received.

8.3 TRANSFORMER BOXES AROUND TE AROHA

File No: DBU181603
Responsible Officer: G Ridley
Infrastructure Manager
Author: R Ellison
Community Boards/CAPS Administrator

EXECUTIVE SUMMARY

Board Member Morgan to raise discussion regarding getting groups in to paint mural-type pictures on transformer boxes in Te Aroha.

POLICY AND BYLAW ISSUES

There are no policy or bylaw issues.

OFFICER RECOMMENDATION

That the Transformer Boxes around Te Aroha report be received.

8.4 CLOCK TOWER SURROUNDS UPGRADE

File No: CFA180803
Attachments: [TA Clock Tower surrounds upgrade Concept Plan.doc](#)
Responsible Officer: G Ridley
Infrastructure Manager
Author: L Drake
Parks Officer

EXECUTIVE SUMMARY

This report updates members on the upgrade of seating adjacent to the Te Aroha Clock Tower.

The 2008/2009 Bulk fund provided a budget of \$6,000 for the upgrade of seating in the centre road island behind the Te Aroha Clock Tower.

Concern had been raised with regard to the S shaped brick seating that has become a focal point for undesirable behaviour. Furthermore concern has been raised regarding the availability of flat areas for seating during civic functions such as ANZAC day commemorations.

Informal consultation has taken place with the Te Aroha RSA with regard to their requirements for ANZAC day.

From this it was determined that the S shaped brick seating should be removed along with the paving beneath it that is in poor condition and will need to be disturbed to facilitate the removal of the S walls. The lower section of paving will remain as this is in slightly better condition and will not need to be disturbed. The attached plan indicates the extent of the proposed works.

It is planned to re grass the area and install two standard park benches on concrete base pads. These benches would be able to be removed leaving the site unobstructed if required during ANZAC day commemorations.

Kaimai Valley Services have priced the above works and the proposed works can be completed within the \$6,000 budget estimate.

Te Aroha Mountain Lions have expressed interest in providing volunteer labour to dismantle the S walls and uplift paving. This would create the opportunity for savings to be made along with providing a high profile project for a local community group. Further discussions will take place prior to any works commencing.

This work had been scheduled to be completed in late February 2009. However due to dry weather conditions it was decided to not to commence works as there was no water on site to establish any new grass. Furthermore it was determined that commencing the proposed works prior to ANZAC was not appropriate as the establishment of grass may not have been achieved by the 25th of April.

The optimum time for this work to be undertaken would be September / October 2009 when there is sufficient rainfall coupled with warm weather conditions to ensure fast establishment of grass.

A letter has been sent to Te Aroha RSA formally requesting their feedback on the above proposal. It is intended to arrange an on site meeting to discuss the proposal further prior to works commencing.

Once this consultation has been finalised work will be programmed to commence in late September 2009.

POLICY AND BYLAW ISSUES

There are no policy or bylaw issues.

OFFICER RECOMMENDATION

That the Clock Tower Surrounds Upgrade report be received.

8.5 FOOTPATHS IN TE AROHA - UPDATE

File No: RSB521611
Responsible Officer: G Ridley
Infrastructure Manager
Author: N Boag
Roading Manager

EXECUTIVE SUMMARY

This report on footpaths describes priority issues for the commercial area footpaths and new footpaths in Honi Street, Lawrence Avenue and Ema Street.

BACKGROUND

At a meeting held earlier this year between Community Board members and Council staff, it was requested that a report on footpaths be presented to the Board.

ISSUES

There have been reports of pedestrians tripping on the new paths in the commercial area and when they walk on the road in Lawrence Avenue, Honi Street and Ema Street.

Existing Footpaths

Generally, paths are maintained as necessary. This includes problems with tree growth.

The exception to this routine maintenance is the brick and asphalt footpaths in the commercial area. This footpath is under investigation with a priority order of work.

The first priority is to replace missing bricks and re-fix those that are loose. This is currently being actioned. The second priority is to re-level sunken bricks and the third is to tidy up the asphalt levels. These two stages are yet to be priced.

Proposed Footpath

We are proposing to replace the kerb and channel in Honi Street, south east side between Kenrick Street and Lawrence Avenue. It is also proposed that the works include a footpath as none exists at present. The same works are proposed for Lawrence Street from Honi Street to the bend 80m south east of Lawrence Avenue.

Also proposed is 130m of new footpath in Ema Street. This will connect the existing footpath outside Bunnings to the existing footpath in Whitaker Street.

POLICY AND BYLAW ISSUES

There are no policy or bylaw issues.

SIGNIFICANCE POLICY

This issue is not considered significant in terms of Council's Significance Policy.

FINANCIAL IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

OFFICER RECOMMENDATION

That the Footpaths in Te Aroha – Update report be received.

8.6 COUNCIL, CONNECTIVITY AND THE TE AROHA RAILWAY LAND

File No: 05310/434.03
Attachments: [Council, Connectivity and the Te Aroha Railway Land Report](#)
Responsible Officer: G Ridley
Infrastructure Manager
Author: R Ellison
Community Boards/CAPS Administrator

EXECUTIVE SUMMARY

Board Member Harvey-Webb to raise discussion regarding his report on Council, Connectivity and the Te Aroha Railway Land.

POLICY AND BYLAW ISSUES

There are no policy or bylaw issues.

OFFICER RECOMMENDATION

That the Council, Connectivity and the Te Aroha Railway Land report be received.

8.7 ROUTES AND FOOTPATHS

File No: RSB521611
Attachments: [Routes and Footpaths Report](#)
Responsible Officer: G Ridley
Infrastructure Manager
Author: R Ellison
Community Boards/CAPS Administrator

EXECUTIVE SUMMARY

Board Member Harvey-Webb to raise discussion regarding his report on routes and footpaths.

POLICY AND BYLAW ISSUES

There are no policy or bylaw issues.

OFFICER RECOMMENDATION

That the Routes and Footpaths report be received.

8.8 MAYORAL DIARY FOR MAY 2009

File No: DEM021606
Attachments: [Mayoral Diary May 2009](#)
Responsible Officer: D McLeod
Chief Executive Officer
Author: G W H Vercoe QSM, ED, JP
Mayor

EXECUTIVE SUMMARY

A copy of the Mayoral Diary for the period 5 May to 31 May 2009 is attached.

POLICY AND BYLAW ISSUES

There are no other Policy or Bylaw issues in relation to this matter.

OFFICER RECOMMENDATION

That the information in the Mayoral Diary for the period 5 May to 31 May 2009 be received.

8.9 CHIEF EXECUTIVE OFFICERS REPORT FOR MAY 2009

File No: SUP164601
Attachments: [CEOs Report May 2009](#)
[Major Project Highlights June 2009](#)
Responsible Officer: D McLeod
Chief Executive Officer
Author: D McLeod
Chief Executive Officer

EXECUTIVE SUMMARY

A copy of the Chief Executive Officer's report for the period May 2009 is attached.

POLICY AND BYLAW ISSUES

There are no other Policy or Bylaw issues in relation to this matter.

OFFICER RECOMMENDATION

That the Chief Executive Officer's report for May 2009 be received.

8.10 BOARD MEMBERS REPORTS FOR JUNE 2009

File No: DEM021201
Responsible Officer: D McLeod
Chief Executive Officer
Author: R Ellison
Community Boards/CAPS Administrator

EXECUTIVE SUMMARY

Board Members reported on the activities of organisations they were appointed to represent the Board.

OFFICER RECOMMENDATION

That the Board Members' Reports for June 2009 be received.

9 URGENT ADDITIONAL BUSINESS

10 EXCLUSION FROM THE PUBLIC

11 CLOSURE

ORDINARY AGENDA

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TIME: 5.30 pm

VENUE: Council Chambers
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MEMBERSHIP – Quorum (2)

Members:

Mrs M Massey
Mrs T M Cornes
Mr N S M Harvey-Webb
Mr B A Morgan

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5 PUBLIC FORUM**6 CONFIRMATION OF MINUTES**

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[Minutes June 15 2009 Te Aroha Community Board.doc](#)

DRAFT RESOLUTION

That the Minutes of the Ordinary Meeting of the Te Aroha Community Board held on 15 June 2009 be confirmed and signed as true and correct.

7 MATTERS ARISING FROM THE PREVIOUS MEETING

8 OFFICER REPORTS

8.1 NEW ZEALAND POLICE - POLICING IN TE AROHA

File No: SUP3604N01
Responsible Officer: D McLeod
Chief Executive Officer
Author: R Ellison
Community Boards/CAPS Administrator

EXECUTIVE SUMMARY

Inspector Glenn Dunbier (Eastern Waikato Area Commander), Senior Sergeant Dana McDonald, and Constable Jacque Dixon will be in attendance to discuss policing in Te Aroha and Blue Light.

POLICY AND BYLAW ISSUES

There are no policy or bylaw issues.

OFFICER RECOMMENDATION

That the New Zealand Police – Policing in Te Aroha report be received.

8.2 COMMUNITY GARDEN PROJECT

File No: PRE520409
Attachments: [Community Garden Report](#)
Responsible Officer: G Ridley
Infrastructure Manager
Author: R Ellison
Community Boards/CAPS Administrator

EXECUTIVE SUMMARY

Board Member Morgan to raise discussion regarding a Community Garden Project.

A DVD will also be presented.

POLICY AND BYLAW ISSUES

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OFFICER RECOMMENDATION

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File No: DBU181603
Responsible Officer: G Ridley
Infrastructure Manager
Author: R Ellison
Community Boards/CAPS Administrator

EXECUTIVE SUMMARY

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POLICY AND BYLAW ISSUES

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OFFICER RECOMMENDATION

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8.4 CLOCK TOWER SURROUNDS UPGRADE

File No: CFA180803
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Parks Officer

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Te Aroha Mountain Lions have expressed interest in providing volunteer labour to dismantle the S walls and uplift paving. This would create the opportunity for savings to be made along with providing a high profile project for a local community group. Further discussions will take place prior to any works commencing.

This work had been scheduled to be completed in late February 2009. However due to dry weather conditions it was decided to not to commence works as there was no water on site to establish any new grass. Furthermore it was determined that commencing the proposed works prior to ANZAC was not appropriate as the establishment of grass may not have been achieved by the 25th of April.

The optimum time for this work to be undertaken would be September / October 2009 when there is sufficient rainfall coupled with warm weather conditions to ensure fast establishment of grass.

A letter has been sent to Te Aroha RSA formally requesting their feedback on the above proposal. It is intended to arrange an on site meeting to discuss the proposal further prior to works commencing.

Once this consultation has been finalised work will be programmed to commence in late September 2009.

POLICY AND BYLAW ISSUES

There are no policy or bylaw issues.

OFFICER RECOMMENDATION

That the Clock Tower Surrounds Upgrade report be received.

8.5 FOOTPATHS IN TE AROHA - UPDATE

File No: RSB521611
Responsible Officer: G Ridley
Infrastructure Manager
Author: N Boag
Roading Manager

EXECUTIVE SUMMARY

This report on footpaths describes priority issues for the commercial area footpaths and new footpaths in Honi Street, Lawrence Avenue and Ema Street.

BACKGROUND

At a meeting held earlier this year between Community Board members and Council staff, it was requested that a report on footpaths be presented to the Board.

ISSUES

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Existing Footpaths

Generally, paths are maintained as necessary. This includes problems with tree growth.

The exception to this routine maintenance is the brick and asphalt footpaths in the commercial area. This footpath is under investigation with a priority order of work.

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Also proposed is 130m of new footpath in Ema Street. This will connect the existing footpath outside Bunnings to the existing footpath in Whitaker Street.

POLICY AND BYLAW ISSUES

There are no policy or bylaw issues.

SIGNIFICANCE POLICY

This issue is not considered significant in terms of Council's Significance Policy.

FINANCIAL IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

OFFICER RECOMMENDATION

That the Footpaths in Te Aroha – Update report be received.

8.6 COUNCIL, CONNECTIVITY AND THE TE AROHA RAILWAY LAND

File No: 05310/434.03
Attachments: [Council, Connectivity and the Te Aroha Railway Land Report](#)
Responsible Officer: G Ridley
Infrastructure Manager
Author: R Ellison
Community Boards/CAPS Administrator

EXECUTIVE SUMMARY

Board Member Harvey-Webb to raise discussion regarding his report on Council, Connectivity and the Te Aroha Railway Land.

POLICY AND BYLAW ISSUES

There are no policy or bylaw issues.

OFFICER RECOMMENDATION

That the Council, Connectivity and the Te Aroha Railway Land report be received.

8.7 ROUTES AND FOOTPATHS

File No: RSB521611
Attachments: [Routes and Footpaths Report](#)
Responsible Officer: G Ridley
Infrastructure Manager
Author: R Ellison
Community Boards/CAPS Administrator

EXECUTIVE SUMMARY

Board Member Harvey-Webb to raise discussion regarding his report on routes and footpaths.

POLICY AND BYLAW ISSUES

There are no policy or bylaw issues.

OFFICER RECOMMENDATION

That the Routes and Footpaths report be received.

8.8 MAYORAL DIARY FOR MAY 2009

File No: DEM021606
Attachments: [Mayoral Diary May 2009](#)
Responsible Officer: D McLeod
Chief Executive Officer
Author: G W H Vercoe QSM, ED, JP
Mayor

EXECUTIVE SUMMARY

A copy of the Mayoral Diary for the period 5 May to 31 May 2009 is attached.

POLICY AND BYLAW ISSUES

There are no other Policy or Bylaw issues in relation to this matter.

OFFICER RECOMMENDATION

That the information in the Mayoral Diary for the period 5 May to 31 May 2009 be received.

8.9 CHIEF EXECUTIVE OFFICERS REPORT FOR MAY 2009

File No: SUP164601
Attachments: [CEOs Report May 2009](#)
[Major Project Highlights June 2009](#)
Responsible Officer: D McLeod
Chief Executive Officer
Author: D McLeod
Chief Executive Officer

EXECUTIVE SUMMARY

A copy of the Chief Executive Officer's report for the period May 2009 is attached.

POLICY AND BYLAW ISSUES

There are no other Policy or Bylaw issues in relation to this matter.

OFFICER RECOMMENDATION

That the Chief Executive Officer's report for May 2009 be received.

8.10 BOARD MEMBERS REPORTS FOR JUNE 2009

File No: DEM021201
Responsible Officer: D McLeod
Chief Executive Officer
Author: R Ellison
Community Boards/CAPS Administrator

EXECUTIVE SUMMARY

Board Members reported on the activities of organisations they were appointed to represent the Board.

OFFICER RECOMMENDATION

That the Board Members' Reports for June 2009 be received.

9 URGENT ADDITIONAL BUSINESS

10 EXCLUSION FROM THE PUBLIC

11 CLOSURE