

Agenda for a meeting of the Taupiri Community Board to be in the War Memorial Hall, Greenlane Road, Taupiri on **MONDAY, 9 MAY 2022** commencing at **6.00pm**.

Information and recommendations are included in the reports to assist the Board in the decision-making process and may not constitute Council's decision or policy until considered by the Board.

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

3. DISCLOSURES OF INTEREST

The register of interests is no longer included on agendas; however, members still have a duty to disclose any interests under this item.

4. CONFIRMATION OF MINUTES

Meeting held on Monday, 28 March 2022 3

5. PUBLIC FORUM

6. REPORTS

- | | | |
|-----|--|--------|
| 6.1 | Waikato District Alliance Update | Verbal |
| 6.2 | Waikato Regional Council Update | Verbal |
| 6.3 | Discretionary Fund Report | 11 |
| 6.4 | Taupiri Works and Issues Report | 13 |
| 6.5 | 3 rd Quarter Service Request Report | 19 |
| 6.6 | Chairperson's Report | Verbal |
| 6.7 | Councillors' Report | Verbal |

7. PROJECTS

- | | | |
|-----|--|--------|
| 7.1 | Parks & Reserves – Mr Van Dam/Ms Morley | Verbal |
| 7.2 | Community Planting and Maintenance – Ms Morley | Verbal |
| 7.3 | Taupiri School updates – Ms Ormsby-Cocup | Verbal |

- | | | |
|-----|--|---------------|
| 7.4 | Taupiri Mountain (Maunga) – Ms Ormsby – Cocup/ Ms Morley/ Ms Henry | <i>Verbal</i> |
| 7.5 | Emergency Procedures – Civil Defence – Ms Morley | <i>Verbal</i> |
| 7.6 | Road Frontages/Gardens/Mowing – All members | <i>Verbal</i> |
| 7.7 | Footpaths/Roads Signs/Lighting/Tunnels – All members | <i>Verbal</i> |
| 7.8 | Roads – Potholes/Intersections/Bridges– All members | <i>Verbal</i> |
| 7.9 | Halls – All members | <i>Verbal</i> |

GJ Ion
CHIEF EXECUTIVE

To | **Taupiri Community Board**
Report title | **Confirmation of Minutes**

1. Purpose of the report
Te Take moo te puurongo

To confirm the minutes for a meeting of the Taupiri Community Board held on Monday, 28 March 2022.

2. Staff recommendations
Tuutohu-aa-kaimahi

THAT the minutes for a meeting of the Taupiri Community Board held on Monday, 28 March 2022 be confirmed as a true and correct record.

3. Attachments
Ngaa taapirihanga

Attachment 1 – TCB Minutes, Monday, 28 March 2022.

Date:	9 May 2022
Report Author:	Grace Shaw Democracy Advisor
Authorised by:	Gaylene Kanawa Democracy Team Leader

MINUTES for a meeting of the Taupiri Community Board held in the Memorial Hall, Greenlane Road, Taupiri on **MONDAY, 28 MARCH 2022** commencing at **6.00pm**.

Present:

Ms D Lovell (Chairperson)
 Mr R Van Dam (Deputy Chairperson)
 Cr JM Gibb
 Cr EM Patterson
 Mr H Lovell
 Ms J Morley
 Ms J Henry
 Miss S Ormsby-Cocup

Attending:

Ms N Armstrong-Nield (Iwi and Community Development Advisor)
 Ms G Shaw (Democracy Advisor)
 Ms Pauline Giles (Waikato District Alliance)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Ms Lovell/Ms Ormsby-Cocup)

THAT apologies from Ms Van den Bemd and Cr Patterson be received.

CARRIED

TCB2203/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Ms Ormsby-Cocup/Cr Gibb)

THAT:

- a. the agenda for a meeting of the Taupiri Community Board held on Monday, 28 March 2022 be confirmed;
- b. all items therein be considered in open meeting; and
- c. all reports be received.

CARRIED

TCB2203/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Mr Lovell/Ms Morley)

THAT the minutes for a meeting of the Taupiri Community Board held on Monday, 14 February 2022 be confirmed as a true and correct record.

CARRIED**TCB2203/03****REPORTS**Discretionary Fund Report

Agenda Item 6.1

The report was received [*TCB2203/02 refers*] and the following discussion was held:

- The Chair reported that the Heart Saver AED defibrillator requires battery replacement, costed at \$11.50. The battery will last 2-3 years.
- The Chair presented a quote for the Chorus building mural, which was costed at \$3000 (including GST) for the front wall. Travel costs will likely be an additional \$100 per day.
- Cr Gibb suggested that the graffiti guard be coordinated to go ahead the same day that the painting is finished.
- The Chair stated that the mural design still requires approval from the Board and Marae.

Resolved: (Ms Ormsby-Cocup/Ms Morely)

THAT the Taupiri Community Board approves an allocation from their Discretionary Fund:

- **for the amount of \$11.50 (inc GST) towards upkeep costs of the Taupiri Community AED defibrillator (battery replacement).**

CARRIED**TCB2203/04**

Resolved: (Ms Lovell/Ms Morley)

THAT the Taupiri Community Board accepts a quote of \$3,000 (inc GST) for the cost of painting the Chorus building mural.

CARRIED**TCB2203/05**

Taupiri Works and Issues Report
Agenda Item 6.2

The report was received [TCB2203/02 refers] and the following discussion was held:

- *Community Plan* – Cr Gibb will approach this matter once the Taupiri Community Charitable Trust is established.

The Trust deed states that there must be one trustee appointed from the Taupiri Marae.

Ideally, someone from the Taupiri Community Board would also be appointed Trustee. The appointments panel also needs to assess the skills of all applicants to balance any gaps and to provide a balance of skills and knowledge.

There will be a minimum of five and a maximum of eight Trustees. Two would need to be from the Waikato District Council or Taupiri Community Board, one from the Marae and at least three external applicants.

Mr Van Dam indicated that he would like to apply, representing the Taupiri Community Board. Ms Ormsby-Cocup indicated that she would like to apply independently.

No term/timeline had been set for the Trustees; however, a term would ideally span around 3-4 years.

A draft Trust deed had been written and sent to the four current applicants.

Resolved: (Ms Lovell/Ms Morely)

THAT Mr Rudy Van Dam apply to represent the Taupiri Community Board as a Trustee on the Board of the Taupiri Community Charitable Trust.

CARRIED

TCB2203/06

Resolved: (Ms Lovell/Ms Henry)

THAT in the absence of a Taupiri Community Board applicant for the Taupiri Community Charitable Trust's Board, the Taupiri Community Board's Chair or Deputy Chair will fill this position.

CARRIED

TCB2203/07

- *Wel Green Boxes/Chorus Building/Mural Painting* – The Board had agreed on the Chorus building work and had accepted a quote of \$3,000 (including GST) for the design/artwork.
- *Proposal for Walkway and Cycle Track in Taupiri* – No update.
- *Community Planting and Maintenance* – The avocado trees at the local park are developing well. Six feijoa trees are also displaying excellent growth.

There will be 2,500 daffodil bulbs arriving in May for planting.

The Chair had discussed with the local community constable regarding the stripping of fruit trees in the area. Police have advised they are unable to act unless incidents are reported. Several private properties had reported their fruit trees and vegetable gardens were being stripped and destroyed. Locals are advised to take photos of the damage and/or offenders if possible and report occurrences to the Police.

A job was logged regarding the bus parked on Murphy's Lane. The bus has now been removed and this item can be removed from the Works and Issues report.

ACTION: Staff to remove the Murphy's Lane/bus item from the Works and Issues report.

- *Te Putu Street Rail Bridge Painting/Wooden Railings* – ongoing. The Chair will log a service request to address a wooden rail that has moved out of place.

• **ACTION:** Chair to log a service request job to address the out-of-place wooden rail.

- *Taupiri School/Community Garden Improvements and Picnic Tables* – Ms Ormsby-Cocup met with the school in February. update. The school was waiting to hear from the MENZSHED; therefore, this project was currently on hold (with COVID it still remains a priority).

The school's plum tree had also been stripped, with the school monitoring the situation.

• **ACTION:** Staff to follow up with MENZSHED regarding the Taupiri School/Community Garden Improvements and Picnic Tables.

- *Neighbourhood Support* – No update.
- *Parks and Reserves* – Daffodil bulbs will be arriving in May and additional fruit trees may also arrive for planting. It was noted that Ngaruawahia experienced non-blooming daffodils last year. It was suspected the bulbs did not bloom as they had been imported, so the Board hoped the new bulbs were locally sourced.

Work was underway on emergency procedures. A plan was being constructed with Fire and Emergency on board. The Chair, Ms Morley, Ms Ormsby-Cocup and Mr Lovell expressed a desire to assist on this project.

• **ACTION:** The Chair, Ms Morley, Ms Ormsby-Cocup and Mr Lovell to work on the Emergency Procedures plan.

Chairperson's Report

Agenda Item 6.3

The Chair gave a verbal report and answered questions from the Board. The following matters were discussed:

- Several service request jobs had been logged since the previous meeting, including the bus parked on Murphy's Lane and the 'No Exit' signs to be installed on Onslow Ave. These had been resolved.
- The tree branches on Button Lane had been addressed.
- The Give Way sign on Onslow Ave had been replaced, however, there were still no corresponding yellow road markings.
- The middle bollard had been removed from the south end of Button Lane and some people were using this as an entryway and exit from Button Lane. The Chair had logged a job around this. There was concern regarding the potential for this to cause an accident. Ms Giles from the Waikato District Authority confirmed the matter would be investigated as soon as possible.
- There were several families with young children currently residing at the new Taupiri residential development. There was concern that children were using the development's rise/hill as a ramp to gather speed on bikes, skateboards, etc. The Chair would like 'Watch for Children' signs to be placed around this rise to minimise the risk of vehicle accidents.
- ANZAC ceremony in Taupiri would need to be community-led. Businesses were unwilling to donate funds towards a local Taupiri ANZAC service due to impacts of COVID-19.

Instead of a local ceremony in Taupiri, the Taupiri Community Board will have a wreath presented at the Ngaruawahia service and Board members will be present at this service. There will also be poppies and crosses displayed in Taupiri as per previous years.

Many people were still nervous to gather in large groups as a result of COVID-19. The Board will revisit the decision next year.

- Rubbish collection will continue as usual regardless of public holidays.
- **ACTION:** Staff to investigate the placement of 'Watch for Children' signs at the new Taupiri residential development.
- **ACTION:** Board members to be present at the Ngaruawahia ANZAC service, with a wreath presented in the Board's name. Poppies and crosses are to be displayed in Taupiri as usual.

Councillors' Report

Agenda Item 6.6

- Cr Gibb reported that it has been a busy time with hearings and deliberations.
- Bob Byrne Memorial Park in Taupiri will become an on-lead dog area, however, staff were investigating if the paddock at the end of the park can be fenced and become an off-leash area.

PROJECTSParks & Reserves

Agenda Item 7.1

- No discussion was held.

Taupiri School Updates

Agenda Item 7.2

- Nothing to report.

Taupiri Mountain (Maunga)

Agenda Item 7.3

- No discussion was held.

Emergency Procedures – Civil Defence

Agenda Item 7.4

- No discussion was held.

Road Frontages/Gardens/Mowing

Agenda Item 7.5

- No discussion was held.

Footpaths/Road signs/Lighting/Tunnels

Agenda Item 7.6

- No discussion was held.

Roads – Pot holes/Intersections/Bridges

Agenda Item 7.7

- No discussion was held.

To	Taupiri Community Board
Report title	Discretionary Fund Report to 26 April 2022

1. Purpose of the report **Te Take moo te puurongo**

The purpose of this report is to update the Taupiri Community Board on the Discretionary fund spend to date, commitments and balance as at 26 April 2022.

2. Staff recommendations **Tuutohu-aa-kaimahi**

THAT the Discretionary Fund Report to 26 April 2022 be received

3. Attachments **Nгаа тааpирihanga**

Attachment 1 – Discretionary Fund report to 26 April 2022

Date:	03 May 2022
Report Author:	Jen Schimanski
Authorised by:	Alison Diaz Chief Financial Officer

TAUPIRI COMMUNITY BOARD DISCRETIONARY FUND REPORT 2021/22 (July 2021 - June 2022)
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As at Date: 26-Apr-2022

	GL	1.208.1704
2021/22 Annual Plan		1,624.00
Carry forward from 2020/21		4,527.00
Total Funding		6,151.00
Income		-
Total Income		-
Expenditure		
21-Dec-21 Payment to Heartsaver NZ Ltd for the amount of \$154.22 (including GST) being the cost of servicing the Taupiri Community AED defibrillator.	TCB2112/04	134.11
Total Expenditure		134.11
Net Funding Remaining (Excluding commitments)		6,016.89
Commitments		
19-Oct-20 Allocated to Chair to purchase miscellaneous items	TCB1708/03	100.00
Less: Expenses - Jo Morley		(20.91)
Less: Expenses - Jo Morley replacement battery Community AED defibril	TCB2203/04	(11.50)
		67.59
26-Oct-21 Commitment to a payment to the Community Development Advisor from their Discretionary Fund in the amount of \$150 (including GST) for the reimbursement of a Koha for the workshop held at Taupiri Marae on August 16 2021.	TCB2110/03	130.43
14-Feb-22 Commitment to the Chorus building mural of \$2,000.00 (incl GST), increase from resolution in March to accept a quote of \$3,000.00	TCB2202/04 TCB2203/05	2,608.70
Total Commitments		2,806.72
Net Funding Remaining (Including commitments)		3,210.17

Open – Information only

To | **Taupiri Community Board**
Report title | **Works and Issues Report – April 2022**

1. Purpose of the report
Te Take moo te puurongo

To provide an update on issues arising from the previous meeting and works underway.

2. Staff recommendations
Tuutohu-aa-kaimahi

THAT the Works and Issues Report – April 2022 be received.

3. Attachments
Ngaa taapirihanga

Attachment 1: Taupiri Community Board's Works and Issues Report – April 2022

Date:	9 May 2022
Report Author:	Lianne van den Bemd, Community Development Advisor
Authorised by:	Jim Ebenhoh, Planning & Policy Manager

Taupiri Community Board's Works and Issues Report – April 2022

	Issue and Action	Area	Status Update
1	<p>COMMUNITY PLAN (Community Plan booklet is an ongoing process)</p> <p>Draft booklet created.</p> <p>February Update The Community Trust needs to be established first before a booklet is published.</p>	<p>Taupiri Community Board</p>	<p>Ongoing</p>
2	<p>WEL GREEN BOXES / CHORUS BUILDING – MURAL PAINTING</p> <p>February Update The Board decided:</p> <ol style="list-style-type: none"> 1. It would like to paint the front wall only and the community can paint the remaining walls if desired. 2. To commit to spending \$2,000 on the mural, pending \$1,500 from the Place Making budget, as offered by Mrs van den Bemd. <p>Actions:</p> <ol style="list-style-type: none"> 1. Chorus would like to see the finalised design and will donate a graffiti guard for the mural. 2. The mural design will need to go through the marae for consultation and input. 	<p>Taupiri Community Board</p>	<p>Ongoing</p>

	Issue and Action	Area	Status Update
3	<p>PROPOSAL FOR WALKWAY AND CYCLE TRACK IN TAUPIRI</p> <p>Potential pathway on Mr Craig Graham and Mr Fraser Graham land for a Walkway and Cycle track.</p> <p>Updates:</p> <ol style="list-style-type: none"> 1. Community Trust needs to be established first. Trust is being worked through and update will be provided once this work has been done. 2. Craig and Fraser Graham still waiting to meet with NZTA representatives. <p>February Update Cr Patterson will contact NZTA for follow up.</p>	Cr Patterson	Ongoing
4	<p>COMMUNITY PLANTING AND MAINTENANCE</p> <p>Fruit trees being stripped of fruit and people are also entering private property.</p> <p>Actions: Ms Lovell to:</p> <ol style="list-style-type: none"> 1. Raise fruit tree matters with the Taupiri Community Constable. 	Ms Morley	Ongoing

	Issue and Action	Area	Status Update
5	<p>EMERGENCY PROCEDURES</p> <p>The Chair, Ms Morley, Ms Ormsby-Cocup, Mr Lovell to work on the Emergency Procedures Plan.</p>	<p>Taupiri Community Board / The Chair, Ms Morley, Ms Ormsby-Cocup, Mr Lovell</p>	Ongoing
6	<p>TAUPIRI SCHOOL - COMMUNITY GARDEN IMPROVEMENTS AND PICNIC TABLES</p> <p>Updates</p> <ol style="list-style-type: none"> Ms Morley to investigate whether private businesses can contribute to reducing the costs of the project. Bunnings still happy to donate materials such as pavers and timber for the project. However, nothing can occur during Level 3 COVID restrictions. Spring Hill prison not taking on any further work. Construction of picnic table/s - Menzshed in Huntly going back to work in orange level. Taupiri School had written to Menzshed with the aim of beginning work at the beginning of Term 1, 2022. <p>February Update</p> <p>Ms Ormsby-Cocup to attend Taupiri School meeting 21 February and report back to Board at next meeting.</p>	<p>Taupiri Community Board / Ms Ormsby-Cocup / Ms Morley</p>	Verbal update.

	Issue and Action	Area	Status Update
	<p>March Update Ms Ormsby-Cocup to follow up with MENZSHED regarding the Taupiri School/Community Garden Improvements and Picnic Tables.</p>		<p>May 2022: Ms Ormsby-Cocup to contact Ms Morley before 14 April 2022. Ms Ormsby-Cocup to provide a verbal update at the May TCB meeting.</p>
7	<p>TE PUTU STREET RAIL BRIDGE MAINTENANCE</p> <p>Maintenance work on the Te Putu Bridge to include concrete spalling repair to the piles near the rail, and to clean the railings on the bridge while the railway is closed.</p>	WDA, Todd M	<p>May 2022</p> <p>WDA advised that these works are programmed for the 2022/23 financial year.</p>
8	<p>NEIGHBOURHOOD SUPPORT</p> <p>Updates:</p> <p>1. No funding requests had been received from Mr Smith.</p> <p>February Update Counties Manukau Neighbourhood Support branch will lead a 'Safer Communities' project directed at community boards and community committees. These meetings taking place via Zoom in March. Two national groups in that space also invited for feedback.</p> <p>Council has requested that a meeting be set for late February early March. Wayne Paxton, Communities Sergeant South, Tamaki Makaurau ki te Tonga and Council's Community Led Development team are organising this on behalf of the relevant Boards and Committees.</p>	Lianne Van Den Bemd – Community Growth	<p>Ongoing, until we hear from Wayne Paxton, Communities Sergeant South Manukau Police.</p>

	Issue and Action	Area	Status Update
9	<p>Watch for Children Signs</p> <p>Staff to investigate the placement of 'Watch for Children' signs in the following locations at Taupiri:</p> <ul style="list-style-type: none"> ▪ Taraheke Drive - Greenlane Road ▪ Each end of Te Putu Street ▪ Great South Road, by bus stop (somewhere around Hop-n-Stopn) ▪ At the entrance to Bob Byrne Park 	<p>Senior Transport Engineer, Gareth B / WDA Customer Experience Officer, Pauline Giles</p>	<p>May 2022</p> <p>WDA Customer Experience Officer, Pauline Giles, is working with the Senior Transport Engineer regarding the lack of 'Watch for Children' signs in Taupiri.</p>

To	Taupiri Community Board
Report title	Third Quarter Service Request Report to 31 March 2022

1. Purpose of the report **Te Take moo te puurongo**

The purpose of this report is to update the Taupiri Community Board on the third quarter service request reporting for the ward of Taupiri.

2. Staff recommendations **Tuutohu-aa-kaimahi**

THAT the Third Quarter Service Request Report to 31 March 2022 be received.

3. Attachments **Ngaa taapirihanga**

Attachment 1 – Third Quarter Service Request report

Date:	11 April 2022
Report Author:	Evonne Miller
Authorised by:	Sue O’Gorman General Manager Customer Support

Service Request Time Frames for TAUPIRI Community Committee

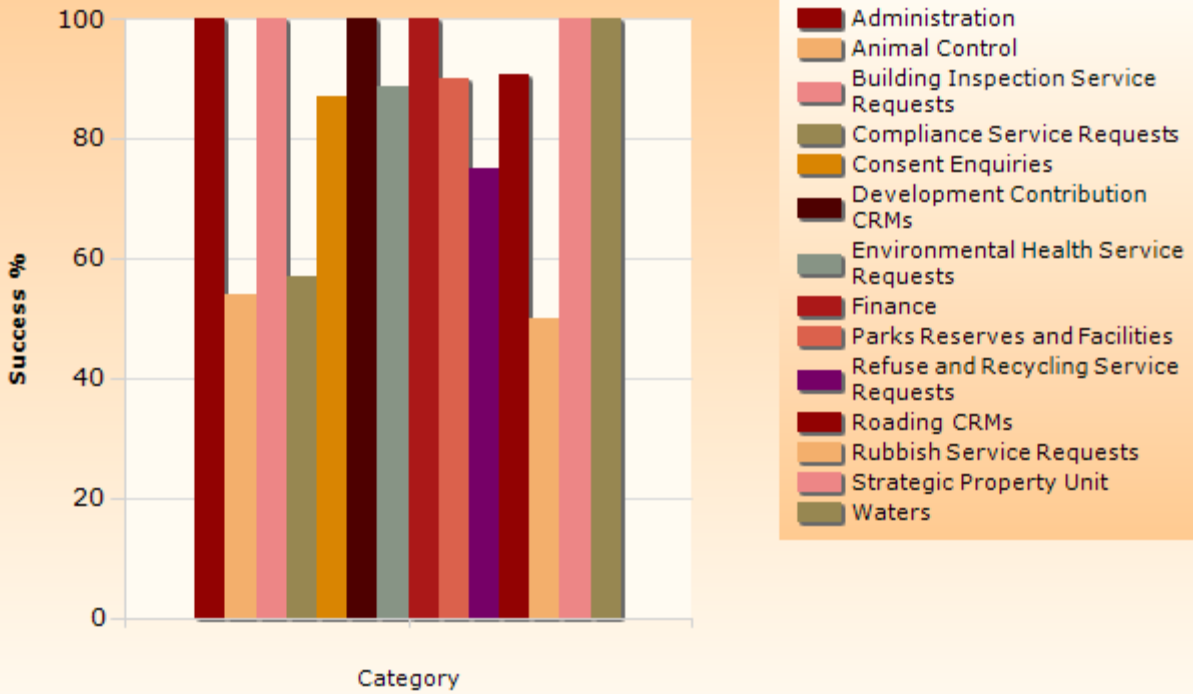


Date Range: 01/01/2022 to 31/03/2022

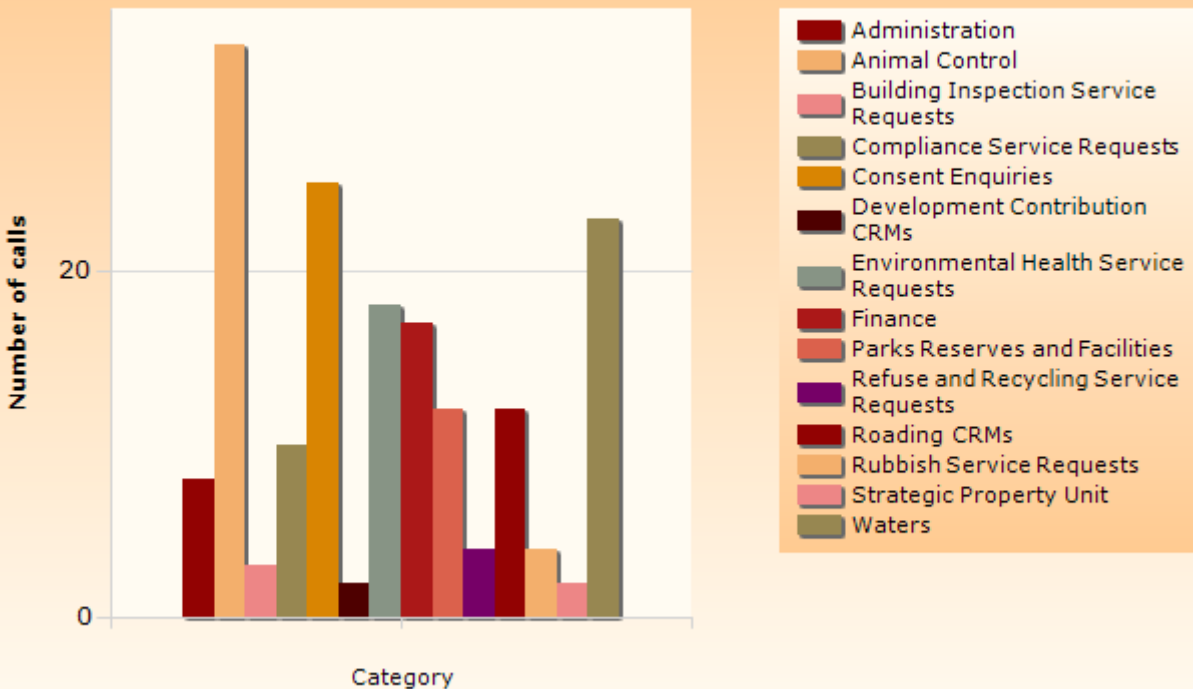
The success rate excludes Open Calls as outcome is not yet known.

4/11/2022 3:35:50 PM

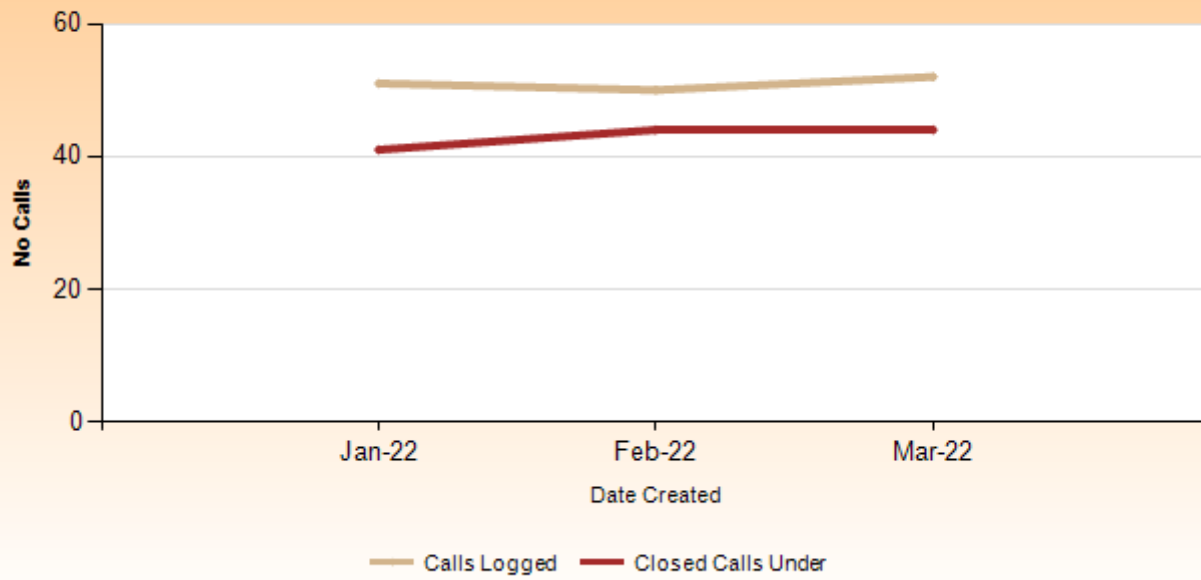
Call Completion % Success by Type



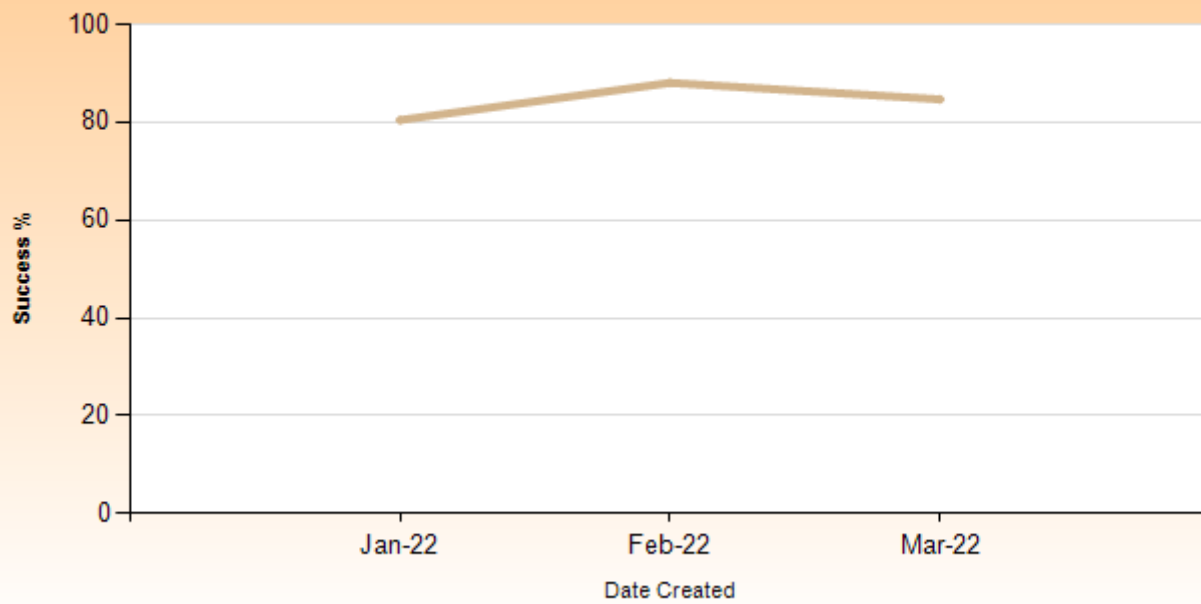
Number of Calls logged by Type



Volume of Calls Closed vs Calls Closed in Time



Completion Success per month



Closed Calls are those calls logged during the time period that are now closed.	Open Calls are all the calls open and may have been logged at any time.	Number of Calls	Open		Closed		Success Rate
			Open Calls Over	Open Calls Under	Closed Calls Over	Closed Calls Under	
Administration							
	Summary	8				8	100.00%
	Pro rated rates for the period xx to xx	8				8	100.00%
Animal Control							
	Summary	33	2	7	11	13	54.17%
	Animal Charges	3	1			2	100.00%
	Dog Straying - Current	9			7	2	22.22%
	Dog Straying - Historic	1				1	100.00%
	Dog Surrender	1				1	100.00%
	Dog/Animal Missing	4		3		1	100.00%
	Dogs Aggression - Current	2			1	1	50.00%
	Dogs Aggression - Historic	1	1				0.00%
	Dogs Barking Nuisance	7		4		3	100.00%
	Livestock Trespassing - Current	5			3	2	40.00%
Building Inspection Service Requests							
	Summary	3				3	100.00%
	Building Inspection Service Requests	3				3	100.00%
Compliance Service Requests							
	Summary	10	1	2	3	4	57.14%
	Compliance - Unauthorised Activity	6	1	2		3	100.00%
	Illegal parking	4			3	1	25.00%
Consent Enquiries							
	Summary	25		2	3	20	86.96%
	Planning Process	1			1		0.00%
	Property Information Request	9		2	1	6	85.71%
	Zoning and District Plan Enquiries	15			1	14	93.33%
Development Contribution CRMs							
	Summary	2	1			1	100.00%
	Development Contribution Enquiries	2	1			1	100.00%
Environmental Health Service Requests							
	Summary	18			2	16	88.89%
	Environmental Health Complaint	3			1	2	66.67%

	Noise complaints straight to contractor	15			1	14	93.33%
Finance							
	Summary	17				17	100.00%
	Credit Control Query	11				11	100.00%
	Rates query	6				6	100.00%
Parks Reserves and Facilities							
	Summary	12	1	1	1	9	90.00%
	Parks & Reserves - Graffiti	2	1		1		0.00%
	Parks & Reserves - Lake Access	1		1			0.00%
	Parks & Reserves - Non-urgent Public Toilet Issues	1				1	100.00%
Parks & Reserves - Reserve Issues	8				8	100.00%	
Refuse and Recycling Service Requests							
	Summary	4			1	3	75.00%
	Recycling Not Collected	2			1	1	50.00%
	Refuse - Non-Collection	1				1	100.00%
Refuse & Recycling Contractor Complaints	1				1	100.00%	
Roading CRMs							
	Summary	12		1	1	10	90.91%
	Emergency Events - 1 Hr Response	1				1	100.00%
	New Vehicle Entrance Request	2				2	100.00%
	Road Culvert Maintenance	1				1	100.00%
	Road Marking Sign & Barrier Maint Marker Posts	2				2	100.00%
	Road Safety Issue Enquiries	1				1	100.00%
	Roading Work Assessment Required - OnSite 5WD	3		1	1	1	50.00%
	Street Light Maintenance	1				1	100.00%
	Urgent Roding Work 4Hr Response	1				1	100.00%
Rubbish Service Requests							
	Summary	4			2	2	50.00%
Illegal Rubbish Dumping	4			2	2	50.00%	
Strategic Property Unit							
	Summary	2	1			1	100.00%
	Council owned land CRMs	1				1	100.00%
Paper Roads Enquiries CRM	1	1				0.00%	
Waters							
	Summary	23		1		22	100.00%
	Drinking water billing	5				5	100.00%
Drinking Water Final Meter Read	7		1		6	100.00%	

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Drinking Water minor leak	2					2	100.00%
Drinking Water quality	3					3	100.00%
Drinking Water Quantity/Pressure	1					1	100.00%
Fix Water Toby	3					3	100.00%
Wastewater Overflow or Blocked Pipe	1					1	100.00%
Waters - Waste water new connection request	1					1	100.00%
Total	173	6	14	24	129	84.31%	