



# **Temuka Community Board Meeting**

**Commencing at 5.00pm**

**on**

**4 March 2019**

**Temuka Library/Service Centre**

**King Street**

**Temuka**

## **Timaru District Council**

**Notice is hereby given that a meeting of the Temuka Community Board will be held in the meeting room, Temuka Library/Service Centre, King Street, Temuka, on Monday 4 March 2019, at 5.00pm.**

### **Local Authorities (Members' Interests) Act 1968**

Community Board members are reminded that if you have a pecuniary interest in any item on the agenda, then you must declare this interest and refrain from discussing or voting on this item, and are advised to withdraw from the meeting table.

Bede Carran

**Chief Executive**

## **Temuka Community Board**

**4 March 2019**

### **Agenda**

<b>Item No</b>	<b>Page No</b>	
<b>1</b>		<b>Apologies</b>
<b>2</b>		<b>Public Forum</b>
<b>3</b>		<b>Identification of Items of Urgent Business</b>
<b>4</b>		<b>Identification of Matters of a Minor Nature</b>
<b>5</b>		<b>Declaration of Conflicts of Interest</b>
<b>6</b>		<b>Chairperson's Report</b>
<b>7</b>	<b>1</b>	<b>Confirmation of Minutes</b>
<b>8</b>	<b>8</b>	<b>Temuka Central Business District Refresh Update</b>
<b>9</b>	<b>13</b>	<b>Proposed Budget and Annual Plan for the Period 1 July 2019 to 30 June 2020</b>
<b>10</b>		<b>Consideration of Urgent Business Items</b>
<b>11</b>		<b>Consideration of Minor Nature Matters</b>
<b>12</b>		<b>Public Forum Issues Requiring Consideration</b>

**Temuka Community Board**  
**for the Meeting of 4 March 2019**

**Report for Agenda Item No 7**

**Prepared by Bede Carran**  
**Chief Executive**

**Confirmation of Minutes**

---

Minutes of Temuka Community Board.

**Recommendation**

**That the minutes of a meeting of the Temuka Community Board held on 21 January 2019, be confirmed as a true and correct record.**

## Timaru District Council

**Minutes of a Meeting of the Temuka Community Board, held in the Meeting Room, Temuka Library/Service Centre, King Street, Temuka on Monday 21 January 2019 at 5.00pm**

**Present** Clr Paddy O'Reilly (Chairperson), Alison Talbot (Deputy Chairperson), Clr Richard Lyon, Noeline Clarke, Lloyd McMillan, Stephanie McCullough and Charles Scarsbrook

**In Attendance** Property Manager (Matt Ambler) and Council Secretary (Joanne Brownie)

**Apology** Proposed Stephanie McCullough  
Seconded Noeline Clarke

"That an apology for absence be received from Clr Andrea Leslie."

Motion carried

### 1. Identification of Matters of a Minor Nature

The Board agreed to discuss long grass along roadsides and removal of the triangle garden at the domain as minor nature matters.

### 2. Declaration of Conflicts of Interest

There were no conflicts of interest declared.

### 3. Chairperson's Report

The Chairperson reported on meetings he had attended and duties he had carried out on behalf of the Board since the last meeting including Council meetings, citizenship ceremony, meeting with Environmental Services Manager, meeting with Property Manager regarding stadium, meeting with property staff regarding public toilets beautification, discussion regarding Central Business District upgrading project and meeting with Land Transport Manager regarding Domain Avenue and other planned works in the ward.

Proposed Clr Paddy O'Reilly  
Seconded Ali Talbot

"That the Chairperson's report be received."

Motion carried

#### 4. Confirmation of Minutes

Proposed Charles Scarsbrook  
Seconded Stephanie McCullough

“That the minutes of the Temuka Community Board meeting, held on 12 November 2018, be confirmed as a true and correct record.”

Motion carried

#### Community Vehicle

The meeting was advised that the Community Vehicle is scheduled to commence operation next week, with a group of willing drivers ready to deliver the service.

#### 5. Toilet for Temuka Cemetery

The Board considered a report by the Property Manager on the placement of a new public toilet at the Temuka cemetery. The Board supported a self-contained toilet being installed at the cemetery and suggested consideration be given to another location – further north at the south eastern corner of the planned cemetery extension. In this regard the Board requested the consent time-limit for the cemetery extension be checked.

Proposed Ali Talbot  
Seconded Noeline Clarke

- a “That the Community Board supports the installation of a portable, self-contained, accessible toilet at the Temuka cemetery, with a concrete holding tank to contain waste matter, allowing clearance of the tank as required by a commercial vehicle, alcohol soap provided for hand washing, and plantings and trellis put in place to screen the facility.
- b That the final site for the toilet to be confirmed.
- c That an application for the funds be made to the forthcoming Annual Plan for the 2019/ 2020 financial year.”

Motion carried

#### 6. Consideration of Minor Nature Items

**Long Grass Along Roadsides** - The Board noted that there are a number of local areas where there is long grass along roadsides which could potentially be a fire risk. Responsibility for addressing these concerns is to be checked.

**Triangle Garden, Temuka Domain** – the Board noted that the triangular internal road intersection leading from the aviary and bowling club to the oval is dangerous and needs to be removed. This matter is to be left in the hands of the Parks and Recreation Manager.

## 7. Exclusion of the Public

Proposed Noeline Clarke  
Seconded Charles Scarsbrook

“That the Board resolves to exclude the public on the grounds contained in Section 48(1) of the Local Government Official Information and Meetings Act:

### Confirmation of Minutes

- Temuka Swimming Pool Upgrade  
Section 7(2)(i) The withholding of the information is necessary to Protect information where the making available of the information would disclose a trade secret.
- Thomas Hobson Trust Fund Applications  
Section 7(2)(f)(i) The withholding of the information is necessary to maintain the effective conduct of public affairs through the free and frank expression of opinions by or between or to members or officers or employees of any local authority, or any persons to whom section 2(5) of this Act applies, in the course of their duty.”

Motion carried

## 8. Readmittance of the Public

Proposed Richard Lyon  
Seconded Lloyd McMillan

“That the public be readmitted to the meeting.”

Motion carried

The meeting concluded at 5.45pm.

---

Chairperson

**Temuka Community Board**  
**for the Meeting of 4 March 2019**

**Report for Agenda Item No \***

**Prepared by Simon Davenport**  
**Transportation Team Leader**

**Temuka Central Business District Refresh Update**

---

**Purpose of Report**

1. The purpose of this report is to update the Board on progress with the implementation of the Temuka Central Business District (CBD) refresh projects.

**Background**

2. The Temuka Community Board and the Infrastructure Committee have previously approved a number of Temuka CBD refresh projects for implementation.
3. The implementation of these projects is underway or planned as follows:

<b>Activities</b>	<b>Status</b>	<b>Timeframes</b>	<b>Estimated Cost (excl GST)</b>
New local street theme	<p>In late 2018 Board Chairperson Paddy O'Reilly, and Board Member Charles Scarsbrook met with NZ Insulators staff regarding possible options for using their product for new themed street furniture. This will be progressed further during coming months by TDC staff.</p> <p>In regards to litter bins, it is considered prudent to take this opportunity to introduce a public recycling and rubbish system to the town centre to replace the existing single bin system. TDC will present options during the coming months.</p>	<p>Theme by May 2019.</p> <p>Completion by October 2019.</p> <p>Theme by May 2019.</p> <p>Completion by October 2019.</p>	\$25,000



Activities	Status	Timeframes	Estimated Cost (excl GST)
Reset Footpath Tiles/Pavers	Initial scoping has identified that these areas are generally surrounding large street trees. The trees will be assessed by TDC staff and a report presented to the board for consideration.	Site Assessment March 2019. Report presented 8 April 2019. Completion June 2019.	\$15,000
Replace large and missing trees	As above, the trees will be assessed by TDC staff and report presented to the board.	Site assessment March 2019. Report presented 8 April 2019. Completion June 2019.	\$15,000
Rejuvenate/Upgrade pedestrian accessway	This project has not commenced to date.	Detailed design by July 2019. Completion by October 2019.	\$15,000
Improved signage on State Highway 1	This project has not commenced to date. With the signage being located on the State Highway, NZTA engagement and approval is required.	Engagement with NZTA by July 2019. Completion by January 2020.	\$5,000

Activities	Status	Timeframes	Estimated Cost (excl GST)
Drinking Fountain	<p>In late 2018 Board Chairperson Paddy O'Reilly, and Board Member Charles Scarsbrook met with NZ Insulators staff regarding possible options for using their product for new themed street furniture. This will be progressed further during coming months by TDC staff.</p> <p>A site for the new drinking fountain has been identified – beside the Public Toilets, adjacent to the Service Centre.</p>	<p>Theme by May 2019.</p> <p>Completion by October 2019.</p>	\$5,000
Cycle stands in King Street	The two cycle stands that existed in the Town Square were repainted and one was repositioned to a more prominent street frontage location.	Completed October 2018. Final cost \$905.	\$2,500

4. There were other projects identified for the Temuka CBD that are related to but outside the scope the refresh project. These are detailed as follows for the Boards information:
- The removal of the kerb projection outside the Main Street Butchery took place during Spring 2018. This enabled a new kerbside mobility parking space to be installed adjacent to the Medical Centre.
  - An area of footpath beside that new mobility parking space and outside the Medical Centre doorway is soon to be re-profiled. It will enable unimpeded access for the mobility parking space users, include the repair of the damaged Medical Centre vehicle driveway apron and address a stormwater issue outside the Medical Centre doorway.
  - A new shelter and seat was installed in December 2018 at the bus stop beside the New World Supermarket.
  - A new mobility (disabled) parking space is soon to be installed in the Commerce Street carpark.

- Two seats were installed on the footpath in front of the Service Centre, underneath the verandah in December 2018.
- A seat that was being regularly hit by vehicles outside the Law Offices on King Street was removed in October 2018. It was refurbished and repositioned outside the Service Centre (as above).
- An old style seat was removed from the north side of Commerce Street in October 2018. It was refurbished and positioned at the King Street bus stop (east side) north of Wood Street. The seat that it replaced at the bus stop was in turn refurbished and repositioned outside the Service Centre.
- The traffic lanes across the raised platform of the Town Square have been identified for improvement by way of replacing the existing pavers with exposed concrete. This is planned for the 2019/20 year.
- The access lane to the Vine Street carpark, to and from King Street is currently programmed for improvement by way of replacing the existing pavers with asphaltic concrete (hotmix). Completion June 2019.
- Dog ‘parking’ hooks are planned to be installed at six Town Centre locations. Locations are to be identified by the Board Chairman and TDC staff. Completion June 2019.
- A length of concrete dish channel in the Town Square that prevents the flow of stormwater has been identified for remedial replacement works. Completion June 2019.
- In regards to ‘Storyboards’ being developed and installed in the Town Centre, the Board Chairperson and TDC staff continue to discuss and progress this item.

### **Identification of Relevant Legislation, Council Policy and Plans**

5. Timaru District Long Term plan 2018 - 2028

### **Assessment of Significance**

6. This matter is not deemed significant under the Council’s Significance and Engagement Policy.

### **Consultation**

7. Consultation was undertaken as part of the Town Centre refresh projects identification.
8. Regular contact is made and discussion held with the Board Chairman.

### **Other Considerations**

9. There are no other considerations relevant to this matter.

### **Funding Implications**

10. There is current funding for the Refresh items in the four District CBD areas: Timaru, Temuka, Geraldine and Pleasant Point.
11. The approved Temuka projects to be funded from the CBD Refresh budget are between \$75,000 to \$85,000.

### **Conclusion**

12. The Temuka CBD refresh projects are progressing and being implemented. Progress is also being made with the related projects that are separately funded.

### **Recommendation**

**That the report be received and noted.**

**Temuka Community Board**  
**for the Meeting of 4 March 2019**

**Report for Agenda Item No 9**

**Prepared by Stephen Halliwell**  
**Acting Group Manager Commercial and Strategy**

**David Codyre**  
**Chief Financial Officer**

**Mark Low**  
**Strategy and Corporate Planning Manager**

**Proposed Budget and Annual Plan for the Period 1 July 2019 to 30 June 2020**

---

**Purpose of Report**

1. The purpose of this report is to provide an opportunity for the Community Board to feedback to the Council on the proposed budget.

**Background**

2. The purpose of an annual plan is to contain the proposed annual budget and funding impact statement and to advise any variations from the Long Term Plan (LTP).
3. The Council is required to prepare an Annual Plan for the 2019/20 year. This is founded on year two of the 2018-2028 LTP which was adopted by the Council in June 2018.

**Proposed Annual Plan 2019/20 Overview**

4. This budget is based on the LTP adopted in June 2018 which forecasted a 7.5% overall rates increase.
5. The Council has advised that it expects minimal changes to the LTP. It considered the LTP process robust and that it had received excellent community engagement. As a consequence the Council is not expecting to consult generally and will consider whether consultation may be required on some items.
6. The draft budget proposals contained in this report have not yet been considered by the Council.

## Major Projects - District

7. Projects above \$500,000 budgeted in 2019/20 in the LTP:

Project	LTP Budget 2019/20 \$m
Cemetery Replacement	2.0
Theatre Royal Renewal	6.2
Waste Minimisation – All Projects	1.0
Water – Renewal	1.2
Water – Fixed Plant & Equipment	0.8
Water – Pareora Pipeline	10.2
Subsidised Roding Renewals	9.5
Seal Widening	0.9

## Board Area Projects

8. Projects within the Board's area which may be of interest to the Board and local community are:

Project	LTP Budget 2019/20	Proposed Budget 2019/20	Variance & Explanation
Community Board Remuneration Pool	\$86,000	\$95,000	Approved change from Remuneration Authority
Temuka Treated Water Reservoir	\$0	\$1,200,000	Carried forward from 2018/19, combine with Pleasant Point reservoir project budgets, tender to be let in March 2019
Footpath Renewals	\$95,000	\$145,000	Increase due to footpaths now eligible for NZTA financial assistance
New Footpaths	\$40,000	\$60,000	Increase due to footpaths now eligible for NZTA financial assistance

<b>Project</b>	<b>LTP Budget 2019/20</b>	<b>Proposed Budget 2019/20</b>	<b>Variance &amp; Explanation</b>
Temuka Christmas Decorations	\$4,000	\$4,000	Additional street Christmas decorations.
Cemeteries Concrete Beams	\$12,500	\$20,000	An ashes beam will be extended in the services area of Temuka Cemetery in March
Temuka Community Board room technology enhancement	\$2,000	\$4,000	
Temuka Library Carpark reseal	\$40,000	\$40,000	
Temuka Library Stage 2 Earthquake building maintenance	\$20,000	\$130,000	
Temuka Library self-issue kiosk	\$0	\$20,000	
Temuka Swimming Pool Upgrade	\$0	\$1,050,000	Includes \$450,000 approved as cfwd from previous year

## **Rates**

9. The Uniform Community Board rate is proposed to be unchanged at \$3.50 per rating unit.
10. All other rates are expected to be within the LTP financial strategy limits.

## **Fees and Charges (Distributed Separately)**

11. The draft Fees and Charges schedule (yet to be considered by the Council), showing changes is distributed separately as Appendix A. There are no significant fee changes proposed.

## **2019/20 Annual Plan Approach**

12. The pre-draft budget is based on delivering the service levels adopted in the LTP 2018-28.

13. Additional to the LTP budget the following matters will be considered by the Council on 18 March 2019 for a decision:
- a. Temuka Pool upgrade (see above).
  - b. Pareora Dam safety works \$125,000 p.a. for 4 years.
  - c. Additional Parks funding \$250,000.
  - d. Highfield Golf Course - Fit for Future Use Plan \$225,000.
  - e. Timaru Digital Entrance Sign \$200,000.
  - f. Timaru public transport on demand service contribution to Environment Canterbury (ECAN) \$150,000.

### **Timetable**

14. The Annual Plan timetable has been prepared to allow for the possibility of formal consultation (if required).

4-6 March	Budget meetings of Community Boards.
18-19 March	Council meets to consider Budget and proposed Annual Plan.
2 April	Council adopts Consultation Document (if required).
11 April	Consultation Opens (if required).
13 May	Consultation Closes (if required).
27 May	Council consideration of any feedback received (if required).
25 June	Council meeting to adopt Annual Plan and Rates Resolution.

If formal consultation is not required, an information brochure on the Annual Plan will be distributed district-wide using the same timeframe outlined above.

### **Consultation**

15. Timaru District Council's Acting Group Manager Commercial and Strategy (Stephen Halliwell) or Chief Financial Officer (David Codyre) will be in attendance at the Temuka Community Board meeting.

### **Conclusion**

16. The pre-draft budget is consistent with the LTP. Target consultation may be required.

### **Recommendations**

#### **That the Temuka Community Board:**

- a** Receives the report.
- b** Makes recommendations to the Council on the Annual Plan and Budget matters affecting the Board area.