

ORDINARY AGENDA

MATAMATA COMMUNITY BOARD

DATE: Monday, 11 July 2011

TIME: 5.30 pm

VENUE: Matamata Area Office
Tainui Street
MATAMATA

MEMBERSHIP – Quorum (2)

Members:

Mr D J W Anderson

Mrs C S Berg

Mrs R L Burr

Mr K R Tappin

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

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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 Matamata Community Board, held on 13 June 2011.

[Minutes June 13 2011 Matamata Community Board.doc](#)

DRAFT RESOLUTION

That the Minutes of the Ordinary Meeting of the Matamata Community Board held on 13 June 2011 be confirmed and signed as true and correct.

7 MATTERS ARISING FROM THE PREVIOUS MEETING

8 OFFICER REPORTS

8.1 CHIEF EXECUTIVE

8.1.1 MAYORAL DIARY FOR MAY 2011

File No: DEM021606
Attachments: [Mayoral Diary for May 2011](#)
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 2011 to 1 June 2011 is attached.

POLICY AND BYLAW ISSUES

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

OFFICER RECOMMENDATION

That the report be received.

8.1.2 CHIEF EXECUTIVE OFFICERS REPORT FOR JUNE 2011

File No: SUP164601
Attachments: [CEOs Report June 2011](#)
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 June 2011 is attached.

POLICY AND BYLAW ISSUES

There are no policy or bylaw issues.

OFFICER RECOMMENDATION

That the report be received.

8.1.3 MATAMATA LIBRARY - SOCIETY OF GENEALOGISTS

File No: LIB520403
Attachments: [Matamata Branch of the New Zealand Society of Genealogists](#)
Responsible Officer: D McLeod
Chief Executive Officer
Author: C Hubbard
Committee Secretary

EXECUTIVE SUMMARY

The Chair to raise discussion regarding the attached letter from the Matamata Branch of the New Zealand Society of Genealogists and reply letter from Matamata Piako District Council.

POLICY AND BYLAW ISSUES

There are no policy or bylaw issues.

OFFICER RECOMMENDATION

That the information be received.

8.1.4 MATAMATA MEMORIAL CENTRE BOOKING SYSTEM

File No: CFA2608M01
Attachments: [Matamata Memorial Centre Booking System](#)
Responsible Officer: D Bellamy
Group Manager Environmental Services
Author: C Hubbard
Committee Secretary

EXECUTIVE SUMMARY

The Chairman to raise discussion concerning health and safety issues and general functionality of the existing booking system. There have been a number of concerns such as these raised over the last few months from a number of different users. It would appear that the type of use this facility is receiving is quite different than use of similar facilities running the same system in the district.

POLICY AND BYLAW ISSUES

There are no policy or bylaw issues.

OFFICER RECOMMENDATION

That the information be received.

8.2 COMMUNITY AND SUPPORT

8.2.1 BOARD MEMBERS REPORTS FOR JUNE 2011

File No: DEM021201
Responsible Officer: D Bellamy
Group Manager Environmental Services
Author: C Hubbard
Committee Secretary

EXECUTIVE SUMMARY

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

POLICY AND BYLAW ISSUES

There are no policy or bylaw issues.

OFFICER RECOMMENDATION

That the information be received.

8.2.2 GRANT APPLICATION MATAMATA VOUNTEER FIRE BRIGADE

File No: COM161601
Attachments: [Grant Application Matamata Volunteer Fire Brigade](#)
Responsible Officer: M Te Wiata
Group Manager Business Services
Author: C Hubbard
Committee Secretary

EXECUTIVE SUMMARY

A grant application has been received from Matamata Volunteer Fire Brigade requesting funds to build a concrete pad for brigade training purposes.

POLICY AND BYLAW ISSUES

There are no policy or bylaw issues.

OFFICER RECOMMENDATION

That the Matamata Community Board consider the grant application.

8.2.3 GRANT APPLICATION NATIONAL COUNCIL OF WOMEN, MATAMATA

File No: COM161601
Attachments: [Grant Application National Council of Women Matamata](#)
Responsible Officer: M Te Wiata
Group Manager Business Services
Author: C Hubbard
Committee Secretary

EXECUTIVE SUMMARY

A grant application has been received from National Council of Women, Matamata requesting funds to replace a memorial plaque in the Matamata Domain.

POLICY AND BYLAW ISSUES

There are no policy or bylaw issues.

OFFICER RECOMMENDATION

That the Matamata Community Board consider the application.

8.2.4 GRANT MATAMATA RAILWAY MODELLERS

File No: COM161601
Attachments: [Matamata Railway Modellers Grant Application](#)
Responsible Officer: M Te Wiata
Group Manager Business Services
Author: C Hubbard
Committee Secretary

EXECUTIVE SUMMARY

A grant application has been received from Matamata Railway Modellers requesting funds to purchase locomotive, wagons and controllers for a new Kaimai layout at the Firth Tower.

POLICY AND BYLAW ISSUES

There are no policy or bylaw issues.

OFFICER RECOMMENDATION

That the Matamata Community Board consider the application.

8.3 INFRASTRUCTURE

8.3.1 COMMUNITY FACILITIES DEVELOPMENT PROJECTS - MATAMATA

File No: PRE520801
Responsible Officer: D Bellamy
Group Manager Environmental Services
Author: C Smithers
Parks and Property Planner

EXECUTIVE SUMMARY

Projects for the Community Facilities Bulk Funds for 2010/11 and 2011/12 are being raised for the Community Board to rank according to their preferences.

Community Board rankings along with staff rankings will be taken to Council on the 27 July for the final approval of projects.

BACKGROUND

The 2010/11 and 2011/12 Annual Plans both provide for a monetary allowance of \$305,000 (per annum) from the District Bulk Fund for Community Facilities. The process for the 2010/11 Bulk Funds has been delayed until now for several reasons. The first is that elections were held in October of 2010 and it was considered appropriate to wait until after the elections so if any new Councillors or Community Board Members were elected they would be able to have their input into the process and follow through with the projects selected. Other staff commitments have further delayed this process until now.

Potential Matamata Ward projects have been identified based on the needs staff have identified and feedback from user groups and the community. A workshop was held with the Community Facilities Staff and the Community Board to discuss the projects put forward and give the Board the opportunity to consider the projects further and suggest any additional projects. The Community Board now has the opportunity to rank these projects. Staff also rank the projects based on a set of criteria including whether the project is a renewal, the contribution to public safety, who (and how many) raised the issue and the projects alignment with strategic activity plans. These rankings will be taken to Council on the 27th for approval for the projects to proceed according to the funding available.

ISSUES

The following table itemises those projects for the Matamata Ward along with the preliminary budget estimates and a small project brief. The Te Aroha Spa hot water line replacement and the Te Aroha Leisure Pools heat pump replacement have been identified in the table but have already been approved out of this fund as they were emergency works that needed to be carried out.

The Community Facilities Manager now seeks an opinion from the Community Board as to the priority of the projects.

Rankings for the Community Board can be between 1 and 5

- 1 is ranked highest and are projects the Community Board would most like to see proceed
- 5 is ranked lowest and are projects the Community Board is less interested in proceeding with.

PROJECT	BUDGET	BRIEF	RANKING 1-5 1-highest 5-lowest
Te Aroha Spa -Hot water Line replacement	\$17,000	Council Approved	
Te Aroha Leisure Pools- Heat Pump Replacement	\$110,000	Council Approved	
District pools inflatables	\$22,000	Inflatable obstacles (2) for the Morrinsville and Matamata pools	
Matamata Sports Centre-Squash area upgrade	\$10,000	50% share of Kitchen, lounge upgrade and plastering of court wall	
Matamata Firth Tower-relocation of old gates	\$5,000	Refurbishment of old front gates and relocation to rear fence line	
Matamata Firth Tower-Bill board and equipment for school programmes	\$7,500	Bill board and equipment for school programmes	
Matamata Memorial Centre-Hall Sound System	\$7,500	Upgrading of Hall sound system	
Matamata Memorial Centre-new Chairs	\$20,000	New chairs	
Matamata Sports centre-Lane rope replacement	\$4,000	Total cost \$8,000, swim club to contribute \$4,000	
Matamata Cemetery-installation of "Service Tables"	\$14,000	Install 5 new service tables and removal of old bins	

Matamata Cemetery- Front drainage	\$5,000	Solve the issue of flooding at Cemetery entrance way	
Matamata Aerodrome- Boundary Fencing	\$18,000	Installation of security fencing along Marae Boundary	
Matamata-Rapid removal of Graffiti	\$8,500	To allow for rapid removal of graffiti within the urban area	
Neil Algar Reserve – walkway resurface	\$16,000	Resurface of existing walkway	
Swap Park BMX starting gates	\$7,500	Purchase and installation of starting gates, lights, speakers	
District portable security camera	\$10,000	For use on various sites to monitor issues	
Matamata Cemetery- new ash wall	\$20,000	New Ash Wall, this may be funded 50% by Veteran affairs for RSA usage	
Additional Projects			

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 Community Board select in order of rank their recommended preference to spend the Annual Plan Monetary allowance for Bulk Funded Development Works within the Community Facilities area.

8.3.2 PARKS AND RESERVES DEVELOPMENT PROJECTS - MATAMATA

File No: PRE520801
Responsible Officer: D Bellamy
Group Manager Environmental Services
Author: C Smithers
Parks and Property Planner

EXECUTIVE SUMMARY

Projects for the Parks and Reserves Bulk Funds for 2010/11 and 2011/12 are being raised for the Community Board to rank according to their preference for the projects.

Community Board rankings along with staff rankings will be taken to Council on the 27 July for the final approval of projects.

BACKGROUND

The 2010/11 and 2011/12 Annual Plans both provide for a monetary allowance of \$115,000 (per annum) from the District Bulk Fund for Parks and Reserves. The process for the 2010/11 Bulk Funds has been delayed until now for several reasons. The first is that elections were held in October of 2010 and it was considered appropriate to wait until after the elections so if any new Councillors or Community Board Members were elected they would be able to have their input into the process and follow through with the projects selected. Other staff commitments have further delayed this process until now.

Potential Matamata Ward projects have been identified based on the needs staff have identified and feedback from user groups and the community. A workshop was held with the Community Facilities Staff and the Community Board to discuss the projects proposed and give the Board an opportunity to consider the projects further and suggest any additional projects. The Community Board now has the opportunity to rank these projects. Staff also rank the projects based on a set of criteria including whether the project is a renewal, the contribution to public safety, who (and how many) raised the issue and the projects alignment with strategic activity plans. These rankings will be taken to Council on the 27 July for approval for the projects to proceed according to the funding available.

ISSUES

The following table itemises those projects for the Matamata Ward, along with the preliminary budget estimates and a small project brief.

The Community Facilities Manager now seeks an opinion from the Community Board as to the priority of the projects

Rankings for the Community Board can be between 1 and 5

- 1 is ranked the highest and are projects the Community Board would prefer to proceed with
 - 5 is ranked lowest and are projects the Community Board is less interested in proceeding with.
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PROJECT	BUDGET	BRIEF	RANKING 1-5 1-highest 5-lowest
Jaycee Reserve-Landscaping (Option 1)	\$15,000	Planting of reserve, to restrict vehicle access	
Jaycee Reserve-Landscaping (Option 2)	\$55,000 (estimate)	Planting of reserve, restricting vehicle access, tree work, installation of feature wall on machinery centre boundary and associated plantings	
Rapurapu Reserve	\$20,000	Fencing/gate, tree planting. This is to restrict and control opening hours	
Matamata Domain-irrigation	\$10,000	Site works to allow for rented travelling irrigator for athletic and football fields	
Matamata Domain-Swing set replacement	\$15,000	Replacement of swing set	
Matamata Park Signage	\$12,000	Replacement of old signage and installation of signs that are not present	
Furness Reserve-Boundary fence	\$8,750	Install boundary fence to stop motorbikes and sheep entering reserve	
Railside by the Green	\$6,500	Regrassing and levelling to make a more useable surface	
Additional projects			

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 Community Board select in order of rank their recommended preference to spend the Annual Plan Monetary allowance for the Bulk Funded Development Works within the Parks and Reserves area.

9 URGENT ADDITIONAL BUSINESS

10 EXCLUSION FROM THE PUBLIC

11 CLOSURE