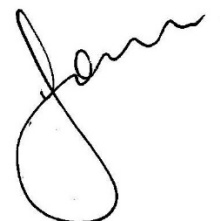


Notice is hereby given that a meeting of the Mataura Community Board will be held in the Mataura Marae, 17 Dorset Street, Mataura, on Monday 1 August 2022, at 5.30pm

PLEASE NOTE THE CHANGE OF VENUE

A handwritten signature in black ink, appearing to read 'Susan Jones', with a large loop at the end.

Susan Jones
Governance Manager

28 July 2022

Agenda

1. Confirmation of the minutes of the ordinary meeting of the Mataura Community Board, held on Monday 27 June 2022.

Pages 1-4
- Confirmation of the minutes of the ordinary meeting of the Mataura Community Board, held in committee, on Monday 27 June 2022 (members only).

Pages 5-8
2. Update on Mataura time and temperature display

Page 9
3. Elderly Citizens Centre verandah

Page 10
4. Mataura Community Centre – building maintenance

Pages 11-12
5. Mataura dump station

Pages 13-14

6. Mataura welcome signs – progress report

Page 15

7. Date of next meeting – Monday 12 September 2022, at 5.30pm

RURAL CITY LIVING



Minutes of a meeting of the Mataura Community Board, held in the Elderly Citizens Centre, McQueen Avenue, Mataura, on Monday 27 June 2022, at 5.32pm.

Present	Alan Taylor (Chairman), Cr Phillips, Linda Sinclair, Sue Taylor and Greg Chaffey.
In attendance	The Governance Manager (Susan Jones), Parks and Recreation Manager (Mr Keith McRobie) and Roding Asset Manager (Mr Murray Hasler).
Apology	Steve Dixon apologised for absence.

1. CONFIRMATION OF MINUTES

Linda Sinclair moved **THAT** the minutes of the meeting held on Monday 2 May 2022, as circulated, be accepted and signed by the Chairman as a true and complete record.

The motion was seconded by Sue Taylor.

Cr Phillips questioned whether the Board intended that the Coster Fund would be used to meet the cost of the dump station. The Roding Manager recalled discussion that the fund was to be used for beautifying the park area. Cr Phillips agreed but could not recall the dump station being included.

With the agreement of the mover and seconder, the Board **agreed** to remove the words "*to be funded from the Coster Fund*" from the recommendation.

The motion was put and it was **carried**.

2. PROPOSED EXTENSION OF HENDERSON PARK WALKWAY TO ALBION STREET WEST ENTRANCE (SC3271)

A memo had been received from the Parks and Recreation Manager following the Board's request at its previous meeting about an extension to the Waimumu Walkway. The extension involved 580 lineal metres with an idea path width of 1.5 metres, which equated to a total of 870m² of finished surface. A quotation based on a per metre price had been obtained at \$45.20 per metre, making a total of just over \$39,000. There would be additional costs for the removal of the wire fence and tree stumps.

The Manager advised some blue gums were sprouting and work would be required to mitigate that.

In response to Greg Chaffey, the Manager said spraying the regrowth multiple times would eventually stop the growth. There was funding of \$20k per year set aside in the Long Term Plan for work on Culling Terrace to a maximum of \$60k. He suggested that project be completed first. The provision for Culling Terrace was more than required and the remaining funds could be used for a similar purpose within the Maitua rating area. There was potential for about 20k to be allocated towards the Waimumu Walkway extension. The Chairman advised Hokonui Runanga had native plants available for the walkway. Environment Southland had had an approach from the Maitua Lions Club to replant those areas where the trees had been removed. He thought the Board should think about where the funding could be used. In response to Greg Chaffey, the Manager advised there was no firm cost from the contractor for completing the Culling Terrace project.

The Chairman asked if the Board could meet with the contractor and get an idea of what the costs may be. The Manager agreed and said the lower part of the terrace could be more complex than the upper section. With regard to the Waimumu Walkway, he was happy to speak with Riki Parata of the Hokonui Runanga about plants. The Maitua school was also keen to be involved with planting work.

RECOMMENDED on the motion of Greg Chaffey, seconded by Linda Taylor, THAT the Board proceed with extending the Waimumu walkway at an estimated cost of \$39,000, noting there would be additional costs required for removal of the wire fence and tree stumps,

THAT the work be programmed to commence after the completion of the Culling Terrace walkway,

AND THAT the Board note the interest from the Hokonui Runanga and the Maitua school with new plantings along the walkway.

3. REQUEST FOR STREET NAMES TO BE CHANGED (SC2617)

A memo had been received from the Governance Manager together with a letter from the Maitua and Districts Marae Charitable Trust following a meeting by representatives with His Worship the Mayor and the Chief Executive in early April regarding the process of changing street names. The Trust had proposed that Dorset Street be renamed to Nolan Raihania Road and Blampied Street be renamed to Waihape Drive. Following some concern at the previous Board meeting to ensure there was no disrespect accorded to the original street names, it had been suggested that enquiries be made about their origin before making any decision to change.

A copy of an email from the Council's Heritage Research Officer, Bruce Cavanagh detailing the comprehensive history about the origin of Blampied Street in particular had been circulated with the agenda.

Cr Phillips did not believe the name of Blampied Street should be changed. There was a long history with it. The Chairman said there had been further discussions with the Marae and the request may be better delayed until after its redevelopment work had been completed.

RECOMMENDED on the motion of Sue Taylor, seconded by Greg Chaffey, THAT the matter be held in abeyance until further information has been received from the Mataura and Districts Marae Charitable Trust.

3. PROPOSED MATAURA CAMPERVAN DUMP STATION (SC0613)

A report had been received from the Roding Asset Manager updating the Board on the investigation of a proposed campervan dump station in Mataura. The Board had requested the installation of a dump station at Coster Park adjacent to Bridge Street. The Council's 3 Waters staff advised that some informal discussion about a dump station had been held around early 2020. The potential sites discussed were at Tulloch Park behind the former swimming pool and another undetermined site along Kana Street.

The New Zealand Motor Caravan Association had an interest in new dump sites and had provided co-funding in the past for sites that met its criteria, including location. The Manager said dumpsites could be an emotive issue and careful consideration needed to be given to the best potential site. Siting a station in the middle of the CBD, especially with the Mataura Medical Centre close by and the intended future use of Coster Park for community purposes may not be appropriate. The proximity of existing suitable water and foul sewer connections was also an important factor to consider.

Greg Chaffey did not think Tulloch Park was a suitable location for a dump station with the bike park in close proximity.

Cr Phillips said Coster Park had been touted as a possible site for a dump station for a number of years. The Gore dump station was near the children's bike park. There were two in Invercargill, one of which was near a shopping centre. The reason for siting the station at Coster Park was the proximity to the infrastructure it needed to be connected to. Coster Park was intended to be developed more for a parking area rather than a recreational area. The Manager said he had not ruled Coster Park out. He had relied on information from others as the basis of his report.

RECOMMENDED on the motion of Linda Sinclair, seconded by Sue Taylor, THAT the report be received,

AND THAT the Board request the Roding Asset Manager to enter into discussions with the New Zealand Motor Caravan Association regarding the potential installation of a dump station in Mataura.

4. DATE OF NEXT MEETING – Monday 1 August 2022, at 5.30pm

The meeting concluded at 6.06pm

MATAURA COMMUNITY BOARD AGENDA

MONDAY 1 AUGUST 2022

2. UPDATE ON MATAURA TIME AND TEMPERATURE DISPLAY (*Neil Mair*)

(Report from Facilities Administration Officer – 24.07.22)

The previous mechanical town clock became unviable to repair and is being replaced with a digital led display which will show both time and temperature.

The new digital LED display unit arrived after a supply delay and once programmed by Council staff, it was given to electrical contractors for installation in May.

Before installation, the contractors needed to identify a power source, as the previous power box may not be suitable. A bracket to hold the display unit also needed to be custom-made.

I have recently been told that the power supply has been sorted out and the unit should be on display in Bridge Street by mid-August.

RECOMMENDATION

THAT the information be received.

3. ELDERLY CITIZENS CENTRE VERANDAH

(Report from Facilities Administration Officer – 24.07.22)

Background

The verandah on the Elderly Citizens Centre (ECC) had dropped slightly at the north end and this had caused water to pool in the guttering.

The verandah was inspected by a structural engineer, late last year after my initial observation of the gutters leaking showed that the verandah structure had begun to droop at the north end. The actual cause could not be determined without some invasive deconstruction. The engineer agreed that the priority was to stabilize the verandah to prevent any continuation of the sagging towards the south end. A temporary pole was installed to take the weight of the verandah until a solution was found.

A contractor cut a hole so we could obtain some internal images of how the verandah had been attached to the original building structure. These photos were inconclusive.

There are two general methods for solving the issue – either strengthening and reattaching the existing verandah or completely rebuilding a new verandah. Both will require removing the front cement sheeting below the roofline. Partial removal will be required to enable internal investigation. The verandah abuts against a gable front as well as a parapet at the south end.

I had purposely delayed moving forward with this project, believing that the original plans of the verandah's construction were possibly available. A student was recently employed to sort plans which had been stored in three different Council locations. These have now been transferred to the civic administration building, sorted into Council departments and sub-sorted by asset type and locations for easier access by staff in the future.

The 1988 plans for the ECC upgrade which included the addition of the verandah were found and have now been forwarded to a structural engineer for their perusal and comment.

At this stage, while awaiting the engineer's report, there is no finite date for the completion of this project.

RECOMMENDATION

THAT the report be received and noted.

4. MATAURA COMMUNITY CENTRE – BUILDING MAINTENANCE

(Report from Facilities Administration Officer – 24.07.22)

The Board has asked how the Mataura Community Centre appears in the Council's current Building Management Plan.

Every three years, following a visit by an engineer and Quantity Surveyor, the Building and Management Plan (BMP) for Council buildings is reviewed. This has determined the basis of finances available for both the 3 year plan and the Long Term Plan.

The BMPs which we have been supplied serve a purpose, however, the information they contain has often been weak. We have found that some obvious structural maintenance and other routine tasks have been missed while some routine maintenance is listed when not required. The inspection has always been done approximately a year before the BMP takes effect and the cost estimate is then already 12 months old.

Previously the plan had not financially allowed for general tasks, such as water blasting, window cleaning, carpet cleaning, heating maintenance and building compliance. Previous BMPs did not have any allowance for urgent reactive repairs, and an additional amount has been set aside in the existing plan for unplanned maintenance and repairs.

The next 3-year plan will commence in July 2024, with the intention of engaging new consultants to work with the Council to develop the BMP.

It is planned to use the services of specialist contractors prior to then, to do a detailed analysis of all aspects of the building's maintenance alongside GDC staff.

Regarding the Mataura Community Centre, some extra high window cleaning and reactive roof repairs were completed, while this year's maintenance will include some internal painting and the unplanned cleaning of carpet and chairs.

- ✎ Attached are the details from the current BMP for the Mataura Community Centre.

Conclusion

The last two years has seen many covid-related delays in work schedules and delivery of supplies, however, we have endeavoured to continue with the required maintenance. Reactive maintenance will usually take priority.

Across all Council departments, unplanned building and construction work has had to be undertaken due to necessity, so the priority status of work is constantly changing.

RECOMMENDATION

THAT the report be received.

[illegible]

5. MATAURA DUMP STATION

(Report from Roading Asset Manager – 25.07.22)

Purpose

The purpose of this report is to provide the Board with an update on the investigation into a campervan dump station in Mataura.

Background

The Board requested that the installation of a campervan dump station in Mataura be investigated. It has been suggested that the dump station be located at Coster Park adjacent to Bridge Street.

The New Zealand Motor Caravan Association (NZMCA), which many of the potential users of a dump station belong to, has an interest in the construction of new dump sites and has provided co-funding for dumpsites which meet its criteria including location, in the past.

At the June 2022 meeting, the Board approved discussion between the Council and NZMCA regarding the potential installation of a dump station in Mataura.

Progress update

Following the Community Board meeting, I contacted the NZMCA with the following questions:

- Is there a need for a dump station in Mataura?
- Would it get used?
- What would be the best location for the dump station if installed?
- Potential funding

The NZMCA subsequently arranged consultation with its committee members on these questions. The comments received from the committee members was very favourable and the committee congratulated the Community Board and the Council for the initiative. This provides an affirmative response to the first two questions posed. The following suggestions were made regarding the location of a dump station.

- The waste area by the bridge (assumed to be Coster Park gravel area). This site appeared to be the site most favoured by the Community Board at the previous meeting.
- Beside the Railway Station
- Close to the RSA

The NZMCA also provided guidance on criteria it considered important such as the large size of some motorhomes which requires spacious entry and exit points as well as room for those waiting to use the facility.

Financial support towards construction of a new dump station meeting the requirements of the NZMCA consists of its provision of the pre-cast dump station unit and signage valued at \$1,200. It is expected that the full cost of constructing facility will be approximately \$20,000 (rough order of costs). No funding is currently allocated to this project.

RECOMMENDATION

THAT the report be received,

THAT the Board approve the provision by Council staff of the detailed costing for the construction of a dump station at Coster Park,

AND THAT in the event the construction of a dump station proceeds, the Board investigate a source of funding for it.

6. MATAURA WELCOME SIGNS - PROGRESS REPORT

(Report from Roading Asset Manager – 25.07.22)

Purpose

The purpose of this memo is to provide the Board with a progress update on the installation of the Welcome to Mataura entrance signs.

Background

The Board has previously requested the installation of upgraded Welcome to Mataura signs adjacent to SH1 at the northern and southern approaches to Mataura. The type of signs, actual locations, funding and the providers of various components of the signs have also been approved by the Community Board.

Progress update

The civil engineer for the project, Tim Bradshaw from Bradshaw Lewis recently advised that due to the weak nature of the existing ground at both sign locations more detailed investigation of both sites was required to enable the foundation design to ensure the signs will remain upright in all conditions.

As a result of this a geotechnical engineer from Geosolve will be carrying out testing of the ground at both sites during the last week of July. Geosolve will be assisted by McDonough Contracting who will provide the corridor access and traffic management requirements. Geosolve will then provide a report on its findings to Bradshaw Lewis to enable it to complete the foundation design. This likely to be mid-August. Once this is available construction of the signs will commence. Unfortunately the foundation investigation will add approximately \$3,000 to cost of the project.

RECOMMENDATION

THAT the report be received.