



# AGENDA

## Pleasant Point Community Board Meeting Tuesday, 2 July 2024

**Date** Tuesday, 2 July 2024

**Time** 7pm

**Location** Pleasant Point Town Hall

**File Reference** 1680253

## Timaru District Council

**Notice is hereby given that a meeting of the Pleasant Point Community Board will be held in the Pleasant Point Town Hall, on Tuesday 2 July 2024, at 7pm.**

### **Pleasant Point Community Board Members**

Raewyn Hessel (Chairperson), Ross Munro (Deputy Chairperson), Anna Lyon, Michael Thomas, Kathleen Wilkins, Michelle Pye and Scott Shannon

### **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.

Nigel Trainor  
**Chief Executive**

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- 1 Apologies**
- 2 Public Forum**
- 3 Identification of Items of Urgent Business**
- 4 Identification of Matters of a Minor Nature**
- 5 Declaration of Conflicts of Interest**
- 6 Chairperson's Report**
- 7 Elected Member Update**

## **8 Confirmation of Minutes**

### **8.1 Minutes of the Pleasant Point Community Board Meeting held on 21 May 2024**

**Author:** Jessica Kavanaugh, Team Leader Governance

#### **Recommendation**

That the Minutes of the Pleasant Point Community Board Meeting held on 21 May 2024 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

#### **Attachments**

- 1. Minutes of the Pleasant Point Community Board Meeting held on 21 May 2024**



# MINUTES

## Pleasant Point Community Board Meeting Tuesday, 21 May 2024

Ref: 1680253

**Minutes of Timaru District Council  
Pleasant Point Community Board Meeting  
Held in the Pleasant Point Town Hall  
on Tuesday, 21 May 2024 at 7pm**

**Present:** Raewyn Hessell (Chairperson), Ross Munro (Deputy Chairperson), Anna Lyon, Michael Thomas, Kathleen Wilkins, Michelle Pye, Scott Shannon

**In Attendance:** Nicole Timney ( Manager of Property Services and Client Representative), Troy Titheridge (Development Liaison Officer), Meghan Taylor (Executive Operations Coordinator – Minutes)

## **1 Apologies**

### **1.1 Apologies Received**

#### **Resolution 2024/161**

Moved: Raewyn Hessell  
Seconded: Michael Thomas

That the apologies of Mayor Nigel Bowen, Councillor Michelle Pye, Councillor Scott Shannon, Councillor Peter Burt and Deputy Chairperson Ross Munro are received and accepted.

**Carried**

## **2 Public Forum**

No items for public forum were received.

## **3 Identification of Items of Urgent Business**

No items of urgent business were received.

## **4 Identification of Matters of a Minor Nature**

No matters of a minor nature were received.

## **5 Declaration of Conflicts of Interest**

No declaration of conflicts of interest were received.

## **6 Chairperson's Report**

### **6.1 Presentation of Chairperson's Report**

#### **Resolution 2024/162**

Moved: Raewyn Hessell



Seconded: Michael Thomas

The chairperson acknowledged the great turnout and positive feedback that was received following the last Pleasant Point Community Board meeting held in Cave. The chairperson attended the Water for Kai hui at Arowhenua Marae and found it valuable and interesting. Thanks was given to Michael Thomas for writing a submission on behalf of the Pleasant Point Community Board for the Long Term Plan Consultation, to which the Community Board will speak to at the upcoming hearings. The chairperson gave an update on the School's board mural location.

**Carried**

## **7 Elected Member Update**

No update from Elected Members were received.

## **8 Confirmation of Minutes**

### **8.1 Minutes of the Pleasant Point Community Board Meeting held on 16 April 2024**

#### **Resolution 2024/163**

Moved: Raewyn Hessel

Seconded: Michael Thomas

That the Minutes of the Pleasant Point Community Board Meeting held on 16 April 2024 be changed to reflect minor grammatical changes by Council Officers and that 9.4 be changed to reflect that the playground was still under construction with no safety inspection undertaken yet, and that 9.5 be changed to reflect the neurodiverse equipment will be replicas, not rehomed from Caroline Bay. Based on those changes, the Minutes of the Pleasant Point Community Board Meeting held on 16 April 2024 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

**Carried**

## **9 Reports**

### **9.1 Jaycees Adventure Playground Renaming Options**

The Development Liaison Officer presented potential renaming options for the current Jaycees Adventure Playground in Halstead Road. Discussion was had regarding keeping Jaycee's in some format to preserve the history. A framed memory/history board that incorporates the current sign was discussed. The Development Liaison Officer is to return to the Community Board with possible options. It is to be noted that Michael has found a relatives contact number for the Jaycee's family, and it was of the view it would be considerate to let them know of the name change.

#### **Resolution 2024/164**

Moved: Raewyn Hessel

Seconded: Anna Lyon

That the Pleasant Point Community Board endorses Option 1 renaming the Halstead Road playground as Pleasant Point Adventure Playground to replace the current Jaycees Adventure Playground name, on the basis the current Jaycee's sign will be preserved and a history/memory board be on display at the playground. **Carried**

## **9.2 Pleasant Point Domain Walking and Cycle Track Consultation Summary and Project Options**

The Development Liaison Officer presented the report regarding the Pleasant Point Domain Walking and Cycle Track Consultation Summary and preferred next steps to complete this project. It was agreed that this will increase accessibility to the grounds via this walking/cycle track for all members of the community.

### **Resolution 2024/165**

Moved: Raewyn Hessel

Seconded: Kathleen Wilkins

That the Pleasant Point Community Board:

1. Receive and note the Pleasant Point Domain Walking and Cycle Track Consultation Summary and Project Options report; and
2. Endorse the preferred option, which is to pursue the walkway/cycleway project as per the consultation document and continue the path in front of the clubrooms.

**Carried**

## **9.3 Pleasant Point Community Rate: Application from Pleasant Point Climbing Club**

The Pleasant Point Community Board considered the funding request from Pleasant Point Climbing Club for a grant towards the building of a climbing wall.

The Manager of Property Services and Client Representative spoke to her knowledge of the project from when the club first approached Council. Concern was raised regarding the accessibility for community use, and granting the full sum where restrictions regarding accessibility may not benefit the entire community. It was agreed that further information was needed, and with no representative from the Pleasant Point Climbing Club in attendance to address the raised concerns, that the application will be declined at this time.

However, the Pleasant Point Climbing Club are invited to re-apply but are required to appoint a representative to speak to the application to the Pleasant Point Community Board Targeted Rate Fund where further consideration will be given. The Pleasant Point Community Board were in agreement that the Chairperson will provide the Pleasant Point Climbing Club with a letter of support to return to the Donations and Loans Committee to request additional funding if they so wish.

### **Resolution 2024/166**

Moved: Raewyn Hessel

Seconded: Kathleen Wilkins

That the Pleasant Point Community Board

1. Receives the report titled Pleasant Point Community Rate: Application from Pleasant Point Climbing Club and;
2. The Pleasant Point Community Board declines funding from the Pleasant Point Community Board Targeted, to go towards the building of a climbing wall and;
3. The Pleasant Point Community Board gives delegation to the Chairperson to write and provide the Pleasant Point Climbing Club with a letter of support to present to the Donations and Loans Committee to request further funding if they so wish. **Carried**

**10 Consideration of Urgent Business Items**

No items of urgent business were received.

**11 Consideration of Minor Nature Matters**

No matters of minor nature were raised.

**12 Public Forum Issues Requiring Consideration**

There were no public forum items.

**13 Exclusion of the Public**

**1.1 Resolution 2024/167**

1.2 Moved: Raewyn Hessel

1.3 Seconded: Michael Thomas

1.4 That the public be excluded from the following parts of the proceedings of this meeting on the grounds under section 48 of the Local Government Official Information and Meetings Act 1987 as follows at 7.37pm:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
<p><b>14.1 - Pleasant Point Community Rate: Application from Pleasant Point Climbing Club - Supporting Documentation</b></p>	<p>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p>	<p>To protect a person’s privacy, including the privacy of deceased persons</p> <p>To protect commercially sensitive information</p>

1.5

1.6 **Carried**

**14 Public Excluded Reports**

**14.1 Pleasant Point Community Rate: Application from Pleasant Point Climbing Club - Supporting Documentation**

**15 Readmittance of the Public**

**1.7 Recommendation**

1.8 That the meeting moves out of Closed Meeting into Open Meeting at 7.38pm.

1.9

**The Meeting closed at 7.39pm.**

.....  
**Chairperson**

## 9 Reports

### 9.1 Strategic Framework Community Project Updates

**Author:** Rosie Oliver, Development Manager

**Authoriser:** Andrew Dixon, Group Manager Infrastructure

#### Recommendation

1. That the Pleasant Point Community Board receive and note the Strategic Framework Community Projects Update; and
2. That the Pleasant Point Community Board identify a time and date to review and workshop their Strategic Framework refresh and FY 2024 – 25 project priorities.

#### Purpose of Report

- 1 The purpose of this report is to provide a progress update on the community projects approved in accordance with the Strategic Framework, and to determine next steps for implementation and review of the Strategic Framework pending the next funding allocation.

#### Assessment of Significance

- 2 This matter is of low significance in terms of the Timaru District Council Significance and Engagement policy because associated projects have been previously consulted on and approved in the Annual Plan and no change to funding or level of services is proposed in the present report.
- 3 However, the details of individual projects remain of interest to community users and associated groups, and ongoing engagement with those affected is undertaken by the Board members leading each project.

#### Background

- 4 In late 2023 the Pleasant Point Community Board adopted the Pleasant Point, Cave and Surround Areas Strategic Framework and Year 1 – 3 Action Plan (the Strategic Framework) and a suite of community projects corresponding with this Strategic Framework.
- 5 In their deliberations on 29 May 2024, Council resolved to provide confirmed funding of \$70,000 per annum to a total value of \$210,000 every three years.
- 6 Council also discussed the proposed approach for the annual review of the Strategic Framework, and for iterative project selection/prioritisation for the annual funding provision. It was agreed that Council would provide officer support to facilitate this process internally, avoiding the cost impact of re-engaging consultants on a regular basis.

#### Discussion

- 7 The status and next steps for these project as at June 2024 is outlined in the Table below.
- 8 The Board may review the scope of each project to clarify whether or not the allocated budget is required and/or sufficient. The Board may then consider whether or not reallocation of

budget across their suite of projects is required to facilitate project delivery and community impact within budget for FY24-25 including carry forwards.

- 9 For example, the Board may choose to reduce the budget allocation for the Waste Water Dump Station project and allocate this funding to another existing project.
- 10 It is also proposed that the Board workshop its Strategic Framework and revise the linked project suite and desired budget allocations, at the beginning of each financial year (see **Options**).
- 11 Following this workshop officers will review the refreshed project suite proposed by the Board with relevant council unit managers. The Board Chair or other delegated members will review with relevant external partner agencies. This step is critical to refine the scope and any parameters or dependencies for each project, and to confirm whether initial budget allocations are realistic and sufficient.
- 12 This information will then be collated into a report to be presented to the Pleasant Point Community Board which will recommend a finalised project suite and budget that balances both the priorities identified at the workshop, and any logistical or funding parameters identified through the review process.
- 13 Once the Pleasant Point Community Board has reviewed and adopted its FY2024 -25 Strategic Framework work programme, this would be finalised as an appendix to the Pleasant Point Strategic Framework.

### **Options and Preferred Option**

- 14 The Board must make a decision on the preferred approach to determine its strategic priorities and funding allocation to projects for FY2024-25.
- 15 The Preferred Option is for the Board to identify a time and date to workshop its Strategic Framework and revise the linked project suite and desired budget allocations. A revised, costed proposal would then be brought to a meeting of the Pleasant Point Community Board for subsequent endorsement.
- 16 A second Option is for the Board to defer any workshop (and subsequent decision on priorities and budget allocations for FY2024-25) until completion of the FY2023-24 project suite, however this is not recommended as it will compromise planning, procurement and delivery timelines for the relevant project suite once identified, and would set a precedent for ongoing reliance on carry forwards rather than work programmes linked to relevant financial years.

### **Consultation**

- 17 The details of individual projects remain of interest to community users and associated groups, and iterative engagement with those affected is undertaken by the Board members leading each project.

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

- 18 Council's Long Term Plan 2021-31 and Long Term Plan 2024-34 identify this project.

### **Financial and Funding Implications**

- 19 This suite of projects is funded under the Long Term Plan 2021-31 with additional funding identified under the Long Term Plan 2024-34.



<b>Project</b>	<b>Budget</b>	<b>Completion Date</b>	<b>Current Status</b>	<b>Next Steps</b>
<b>Cave Playground</b>	\$30,000	30-June-25	Playground complete.	Project close out in train.
<b>Pleasant Point Adventure Playground (Halstead Road Playground)</b>	\$100,000	30-June-25	Total cost likely to be \$300k with \$200k coming from Parks and Recreation Playground Renewals Budget.  Site has been partially fenced, some equipment assembly underway offsite with final shipment of equipment due to arrive by end of June 2024.	Site will be isolated (public excluded) from final week of June through to end of July/August for equipment installation and landscaping.
<b>Cycle Track and Signage</b>	\$50,000	30-June-24	Route and project scope confirmed by PPCB with stakeholder support following consultation. Site preparation underway with contractors (Midland) trimming vegetation and clearing relevant route.	Contractors for construction have been engaged and installation timeline TBC anticipated June or July.
<b>Pleasant Point Pool Mural</b>	\$10,000	30-June-24	Water blasting completed and site prepared. Equipment list and budget supplied and funding logistics confirmed.	Estimated completion of mural will be October, with unveiling in November.
<b>Waste Dump Station</b>	\$10,000	TBC	Feasibility study on hold.	Study will proceed following resolution of legal situation re possible acquisition of Meadows Link pressure sewer line. Consider reallocation of funding?

### Attachments

Nil



**9.2 Pleasant Point Community Rate: Application from Pleasant Point Climbing Club**

**Author:** Ashlea Whyte, Finance Manager  
Andrea Rankin, Chief Financial Officer

**Authoriser:** Nigel Trainor, Chief Executive

**Recommendation**

That the Pleasant Point Community Board

1. Receives the report titled Pleasant Point Community Rate: Application from Pleasant Point Climbing Club and:
2. The Pleasant Point Community Board approves/declines funding from the Pleasant Point Community Board Targeted Fund to the amount of (to be determined), to go towards the building of a climbing wall, and
3. Notes that where an amount is approved it is subject to review and acceptance of quotes by officers, the Ward Councillor's, and the Chair of the Community Board.

**Purpose of Report**

- 1 For the Pleasant Point Community Board to consider the funding request from Pleasant Point Climbing Club for a grant of \$9,999 towards the building of a climbing wall. Funding would be allocated from the Pleasant Point Community Board targeted rate fund.

**Assessment of Significance**

- 2 While the provision of funding is of importance to numerous community groups, the content contained in this report has been assessed as of low significance in accordance with Council's Significance and Engagement Policy. This has been based on the assessment criteria with a specific focus on the impact on the number of people affected, the degree that people may be impacted, community interest, financing and rating impact, and impact on wellbeing.

**Background**

- 3 A request for funding support has been received by the Pleasant Point Community Board from Pleasant Point Climbing Club. (Application has been placed in to the public excluded part of the meeting to protect privacy of individuals and commercially sensitive information)
- 4 In the 2021-31 Long Term Plan the Pleasant Point Community Board Charge was set to \$5.00. As at the 30 June 2023 the fund balance was \$29,679.70, with the addition of targeted rated received this year of \$6,697.05, less expenditure, the current balance as at 24 June 2024 is \$30,978.02.
- 5 The Pleasant Point Community Board has delegation to approve expenditure from this fund. Within the 2021-31 the following is noted: "The cost of providing specific Council services as determined by the Temuka, Geraldine and Pleasant Point Community Boards, is recovered from those ratepayers in the form of a targeted fixed amount per rating unit in each of the Temuka, Geraldine and Pleasant Point communities."

6 The following table outlines funding provided over the past three financial year:

<b>Financial Year</b>	<b>Applicant</b>	<b>Amount</b>	<b>Reason</b>
2023/24	Timaru District Council	\$1,873.30	PP Playground BBQ
2023/24	Pleasant Point Promotions Committee	\$3,500.00	Talking Point
2023/24	KG Photography	\$195.00	Photos for Community Boards
2022/23	KG Photography	\$195.00	Photos for Community Boards
2022/23	Pleasant Point Community Board	\$5,511.55	Installed bins
2022/23	Pleasant Point Promotions Committee	\$3,500.00	Talking Point
2022/23	Ace Picture Framers	\$133.91	Colour Photo framing
2021/22	Pleasant Point Promotions Committee	\$3,500.00	Talking Point
2020/21	KG Photography	\$195.00	Board Photos
2020/21	Copyfast NZ Limited	\$55.00	Board Photos resizing
2020/21	Ace Picture Framers	\$608.70	Board Photos
2020/21	Pleasant Point Promotions Committee	\$3,500.00	Talking Point

### Discussion

- 7 If the Pleasant Point Community Board determines this service to be provided funding, it can nominate a specific figure via a resolution.
- 8 The Pleasant Point Community Board needs to consider if the funding is approved, how it has met the purpose for the fund and the benefit to the community. Longer term, the Pleasant Point Community Board may wish to take a strategic view of the services it wants to support.
- 9 If approved by the Pleasant Point Community Board, Pleasant Point Climbing Club would then invoice Timaru District Council to receive the funds.
- 10 This decision is delegated to the Pleasant Point Community board and is at the discretion of such.

### Options and Preferred Option

- 11 There are two options available to the Pleasant Point Community Board.
- 12 Option 1 is to approve the funding request with discretion as to the value of the contribution. The Pleasant Point Community Board may consider any amount up to the full amount of \$9,999. Some examples are tabled below:

<b>Amount</b>	<b>Reserve Balance</b>
\$1,000	\$34,015.06
\$5,000	\$30,015.06
\$9,999 (full amount)	\$25,016.06

- 13 Option 2 is the funding application is declined.

**Consultation**

- 14 The Community Board Charges were consulted on during the Long Term Plan 2021-31 and adopted by Council in 2021.

**Relevant Legislation, Council Policy and Plans**

- 15 Local Government Act 2002  
16 Local Government (Rating) 2002

**Financial and Funding Implications**

- 17 This fund is available for the Pleasant Point Community Board to assess applications received or support local service provision within the Pleasant Point Community Ward. If the funds are not used, these continue to be held. Interest is accumulated at the close of the financial year and added to the balance of the fund.

**Other Considerations**

- 18 There are no other considerations.

**Attachments**

Nil

**10 Consideration of Urgent Business Items**

**11 Consideration of Minor Nature Matters**

**12 Public Forum Issues Requiring Consideration**

**13 Exclusion of the Public**

**Recommendation**

That the public be excluded from—

- \*(a)the whole of the proceedings of this meeting; or
- \*(b)the following parts of the proceedings of this meeting, namely,—

**14.1 Public Excluded Minutes of the Pleasant Point Community Board Meeting held on 21 May 2024**

**14.2 Pleasant Point Community Rate: Application from Pleasant Point Climbing Club - Supporting Documentation**

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
<p><b>14.1 - Public Excluded Minutes of the Pleasant Point Community Board Meeting held on 21 May 2024</b></p>	<p>Section 48(1) of the Local Government Official Information and Meetings Act 1987.</p>	<p>The public excluded minutes of the meeting held on 21 May 2024 are considered confidential pursuant to the provisions of the LGOIMA Act of 1987.</p> <p>The specific provisions of the Act that relate to these minutes can be found in the open minutes of the meeting held on 21 May 2024.</p>
<p><b>14.2 - Pleasant Point Community Rate: Application from Pleasant Point Climbing Club - Supporting Documentation</b></p>	<p>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p>	<p>To protect a person’s privacy, including the privacy of deceased persons</p> <p>To protect commercially sensitive information</p>

	s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	
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**Note**

[Section 48\(4\)](#) of the Local Government Official Information and Meetings Act 1987 provides as follows:

- “(4)Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof)—
  - (a)shall be available to any member of the public who is present; and
  - (b)shall form part of the minutes of the local authority.”

**14 Public Excluded Reports**

**15      Readmittance of the Public**