



Te Kaunihera-ā-Rohe o Ngāmotu

**New Plymouth  
District Council**

## **AGENDA**

# **INGLEWOOD COMMUNITY BOARD**

**11 August 2020  
at 1.30pm**

**Inglewood Library & Service Centre**

Chairperson:	Mr	Mel	Cook
Deputy:	Mr	Phill	Hird
	Mr	Jono	Burrows
	Mr	Graeme	Sykes
	Cr	Marie	Pearce

## **Community Boards**

### **Role of community boards (s52 Local Government Act 2002)**

- a) represent, and act as an advocate for, the interests of its community; and
- b) consider and report on matters referred by the council and other matters of interest
- c) maintain an overview of services provided by the council within the community; and
- d) prepare an annual submission to the council for expenditure within the community;
- e) communicate with community organisations and special interest groups within the community; and
- f) undertake any other responsibilities that are delegated to it by the territorial authority.

### **Addressing the community board**

Requests for public forum and deputations need to be made at least one day prior to the meeting. The Chairperson has authority to approve or decline public comments and deputations in line with the standing order requirements.

#### Public Forum

Public Forums enable members of the public to bring matters to the attention of the committee which are not contained on the meeting agenda. The matters must relate to the meeting's terms of reference. Speakers can speak for up to 5 minutes, with no more than two speakers on behalf of one organisation.

#### Deputations

Deputations enable a person, group or organisation to speak to the meeting on matters contained on the agenda. An individual speaker can speak for up to 10 minutes. Where there are multiple speakers for one organisation, a total time limit of 15 minutes, for the entire deputation, applies.

### **Purpose of Local Government**

The reports contained in this agenda address the requirements of the Local Government Act 2002 in relation to decision making. Unless otherwise stated, the recommended option outlined in each report meets the purpose of local government and:

- Promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.
- Would not alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of the Council, or transfer the ownership or control of a strategic asset to or from the Council.

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END

## **HEALTH & SAFETY**

## **APOLOGIES**

## **CONFLICTS OF INTEREST**

## **PUBLIC COMMENT**

## **DEPUTATIONS**

None advised

## **COMMUNITY BOARD MINUTES**

### **Recommendation**

That the minutes of the Inglewood Community Board (ECM8309320) dated 23 June 2020 and the proceedings of the said meetings, as previously circulated, be taken as read and confirmed as a true and correct record.

## **REPORTS**

### **ITEMS FOR DECISION BY INGLEWOOD COMMUNITY BOARD**

- 1 Members Activity Report – Mel Cook
- 2 Members Activity Report – Jono Burrows
- 3 Members Activity Report – Graeme Sykes

### **ITEMS FOR RECOMMENDATION TO COUNCIL**

- 5 Approval of Charger for HMNZS Aotearoa
- 6 Meeting Cycle for 2021

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END

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## COMMUNITY BOARD ACTIVITY REPORT – MEL COOK

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### PURPOSE

1. This report advises of the community board activities of Mel Cook, Chairperson, in the period to 3 August 2020.

### ACTIVITIES

Date	Meeting
08/06/2020	Community Board Workshop for Community Plan
17/06/2020	Meet with Taranaki Stadium Trust Board
23/6/2020	Community Board meeting
30/06/2020	Te Huinga Taumatua Committee meeting
01/07/2020	Elected members LTP Workshop
08/07/2020	Community Board Chairs Zoom meeting re POE Project Planning
13/07/2020	ICB LTP Point of Entry workshop at NPDC
20/07/2020	Community Board Chairs meeting with the Mayor
21/07/202	Elected members LTP Workshop
27/07/2020	Meet with Kahikatea St residents regarding footpath and berm
29/07/2020	Elected members LTP Workshop
03/08/2020	Road safety meeting with Inglewood schools

### Report Details

Prepared By: Mel Cook, Chair  
 Team: Inglewood Community Board  
 Ward/Community: South-West Ward/Inglewood  
 Date: 30 July 2020  
 File Reference: ECM8337037

-----End of Report-----

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## MEMBERS ACTIVITY REPORT – JONO BURROWS

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### PURPOSE

1. This report advises of the community board activities of Jono Burrows in the period to 30 July 2020.

### ACTIVITIES

#### Long-Term Plan Workshops

Over the last month I have participated in four Induction / Long Term Plan (LTP) workshops. These covered extremely informative subjects which I believe will enable me to serve the Inglewood Community Board to the full extent of my abilities.

These were on the following subject matter:

- Introduction and Overview
- Quality Decision Making
- Standing Orders
- Asset Management and Infrastructure

I attended a community board workshop to determine a number of point of entry projects to be included in the LTP.

I attended a bus trip tour around the district, along with the Chief Executive Officer, Mayor, a number of councillors and community board members, visiting a number of the council infrastructure sites including the Zoo, Crematorium, Cemetery, Waiwhakaiho River water source / input into Lake Mangamahoe, Waitara pump station and the New Plymouth Wastewater treatment plant. This was an eye opening experience.

I look forward to participating a number of further LTP workshops coming up in the coming months.

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#### Report Details

Prepared By:	Jono Burrows
Team:	Inglewood Community Board
Ward/Community:	South-West/Inglewood
Date:	30 July 2020
File Reference:	ECM8337047

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## **MEMBER ACTIVITY REPORT – GRAEME SYKES**

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### **PURPOSE**

1. This report advises of the community board activities of Graeme Sykes in the period to 30 July 2020.

### **ACTIVITIES**

#### **Elected Member Workshops**

2. LTP & Decision-making Workshops. Five excellent workshops on the LTP process, project management stages, business case and establishing how the priorities are set.
3. Attended an elected member's bus tour. This visited current sites that require special attention in the LTP. This was an extremely good experience, despite the weather. This included the Inglewood Railway Station upgrade opportunity, zoo, crematorium, water quality & supply, sewerage treatment, waste recovery systems, laboratory testing and Waitara to Bell Block walkway extension.
4. Attended Urenui & Onaero compliance issues for wastewater and septic tank systems, 28/7. I am interested in understanding the standards and maintenance of such systems. These are prevalent in Egmont Village & rural areas with no apparent problems. Another common issue is dealing with flood waters and blocked drains e.g. on Egmont Rd outside the Egmont Village School and beside the service station. Water does disappear eventually. July has been quite wet.

#### **Community Board Plan**

5. Inglewood CB LTP projects agreed. Slightly rushed due to COVID-19 as the results of the survey have still to be evaluated.

#### **Age & Accessibility Working Party**

6. Attended Age & Accessibility committee meeting on 1 July. Tabled issues in Egmont Village regarding a lack of suitable footpath paving for wheelchairs, prams and mobility scooters. A submission from an Inglewood resident highlighted a need for mobility parking spaces that provide easier access to bank & shopping facilities in Inglewood.

#### **EQUIP Seminars**

7. Attended EQUIP zoom session 18/6 sponsored by Waka Kotahi NZ Transport Authority "vision zero" – I.e. zero deaths. The 2020 to 2030 NZ road safety strategy, to improve the safety of roads.

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8. Attended EQUIP zoom session on 23/6 – Investment Decision Making Framework for Waka Kotahi. It seems that NZTA are trying extremely hard to change the way they treat their customers and stakeholders. It’s interesting that Local Government have to prepare 10 and 30 year infrastructure plans but that Waka Kotahi NZ Transport Agency traditionally operate in a 3 year planning cycle. These workshops seem to indicate a change.
  
  9. Lower Carbon Healthy Homes, an EQUIP zoom session sponsored by NZ Green building Council. (25/6) How could we understand the state of our current housing!
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**Report Details**

Prepared By:	Graeme Sykes
Team:	Inglewood Community Board
Ward/Community:	South-West/Inglewood
Date:	30 July 2020
File Reference:	ECM8337069

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**CHARTER FOR HMNZS AOTEAROA**

**MATTER**

1. The matter for consideration by the Council is approval of a Charter for the HMNZS AOTEAROA.

**RECOMMENDATION FOR CONSIDERATION**

**That having considered all matters raised in the report the Council approve a Charter for the HMNZS Aotearoa.**

**STRATEGY & OPERATIONS COMMITTEE RECOMMENDATION**

2. That having considered all matters raised in the report the Council approve a Charter for the HMNZS Aotearoa.

<b>COMPLIANCE</b>	
Significance	This matter is assessed as being of some importance.
Options	This report identifies and assesses the following reasonably practicable options for addressing the matter:  1. Approve a Charter  2. Not approve a Charter
Affected persons	The persons who are affected by or interested in this matter are citizens of the District and the Royal New Zealand Navy.
Recommendation	This report recommends option 1 for addressing the matter.
Long-Term Plan / Annual Plan Implications	No
Significant Policy and Plan Inconsistencies	No

**EXECUTIVE SUMMARY**

3. This report recommends the adoption of a Charter between the New Plymouth District Council and the HMNZS AOTEAROA.
4. The recommendation formalises the Council’s intention (resolution of April 2017) to enter into a Charter with the new Navy vessel following the decommissioning of the HMNZS ENDEAVOUR and the cessation of the previous Charter with that vessel.



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## **BACKGROUND**

5. Following decommissioning of the HMNZS ENDEAVOUR, the Council's Charter with the vessel was discontinued. In 2017, the Royal New Zealand Navy advised they would be constructing a new ship (HMNZS AOTEAROA) which would provide a Maritime Sustainment Capability.
6. The Council subsequently accepted the Royal New Zealand Navy's invitation to be the home port for HMNZS AOTEAROA and approved the drafting of a new Charter to formalise the relationship and confer HMNZS AOTEAROA the Freedom of the District. This report presents the draft Charter for Council approval.

### *A Charter is a formal declaration*

7. A Charter is a formal declaration of the relationship between the HMNZS AOTEAROA and the citizens, allowing the freedom to parade through the district "with drums beating, colours flying, and bayonets fixed". This most commonly occurs during a charter parade which allows citizens the opportunity to acknowledge appreciation for the vessels service to the country and recognise the support of families, friends and work colleagues that enable participants to deploy on operations.
8. It is usual for the granting of the Freedom of the District to be reciprocated by having Navy personnel attend the Mayor on official occasions.

### *Being the home port*

9. The HMNZS ENDEAVOUR developed close relationships with local hapū and local schools. It is envisaged that the relationships will continue with HMNZS AOTEAROA.

## **NEXT STEPS**

10. Initial planning is underway for HMNZS AOTEAROA's first visit to her home port, along with a Charter Parade and other formalities.

## **SIGNIFICANCE AND ENGAGEMENT**

11. In accordance with the Council's Significance and Engagement Policy, this matter has been assessed as being of some importance because there is no impact on the Council's statutory purpose, obligations, duties and requirements. There are no financial implications or impacts on levels of service. The signing of a Charter is consistent with previous the previous Charter and the current Charter between the District and the City of New Plymouth Cadet Unit. Charter

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## OPTIONS

12. There are two reasonably practicable options: approve a Charter or not approve a Charter. The following assessment relates to both options.

### *Financial and Resourcing Implications*

13. There are no financial and resourcing implications associated with adopting a Charter. There may be some cost associated with hosting Civic Events and Functions when the HMNZS AOTEAROA is in port. These can be met from within the current Civic Functions budget.

### *Risk Analysis*

14. There may be reputational risk if within the New Zealand Defence Force if the Council decides not to approve a Charter at this point in time.

### *Promotion or Achievement of Community Outcomes*

15. Adoption of a Charter promotes the People community outcome by supporting our community.

### *Statutory Responsibilities*

16. There are no statutory responsibilities relating to either option.

### *Consistency with Policies and Plans*

17. Both options are consistent with the Council's policies and plans.

### *Participation by Māori*

18. The HMNZS ENDEAVOUR developed a strong relationship with Ngāti te Whiti as the hapū with mana whenua over the Taranaki port area.
19. The Royal New Zealand Navy are working to formalise the relationship of HMNZS AOTEAROA with Ngāti te Whiti hapū, who carved the mauri (life force) and Symbol of Command for the ship.

### *Community Views and Preferences*

20. The community have been supportive of previous visits of the HMNZS ENDEAVOUR. It is anticipated that the community will be supportive of continuing a Home Port relationships with the HMNZS AOTEAROA.
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**Recommended Option**

This report recommends option 1 – Approval of a Charter for addressing the matter.

**APPENDICES**

Appendix 1 Draft Charter (ECM 8316786)

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**Report Details**

Prepared By: Julie Straka (Governance Lead)  
Team: Governance  
Approved By: Liam Hodgetts (Group Manager Strategy)  
Ward/Community: District Wide  
Date: 8 July 2020  
File Reference: ECM 8308941

-----*End of Report*-----

# Charter

## HMNZS AOTEAROA

Whereas the Mayor, Councillors and Citizens of the District of New Plymouth, New Zealand have agreed to adopt HMNZS AOTEAROA

And whereas the Chief of Navy has agreed to such adoption

And whereas it is desired to place on record this close relationship between the District of New Plymouth and HMNZS AOTEAROA

Now therefore the Mayor and Councillors do confer upon the Officers and Ship's Company of HMNZS AOTEAROA the right and privilege of marching with drums beating, band playing, colours flying, bayonets fixed and swords drawn through the streets of the District of New Plymouth when such processions are approved and mutually convenient

And do further respectfully and dutifully confer upon all those who serve or shall serve in HMNZS AOTEAROA all the rights and privileges of citizenship of the District of New Plymouth

And the said Mayor, Councillors and Citizens of the District of New Plymouth do hereby acknowledge the responsibilities accepted by their adoption of HMNZS AOTEAROA

And do hereby accept the honour of having the Officer's and Ship's Company of the said ship on parade for an inspection by His or Her Worship the Mayor on suitably mutually agreed occasions

And do hereby accept the further honour of having two Officers of HMNZS AOTEAROA when in New Plymouth, being in attendance in uniform upon His or Her Worship the Mayor of New Plymouth on all appropriate occasions.

The Common Seal of the New Plymouth District Council was hereto affixed Pursuant to a resolution of the Council on [insert date] 2020.

.....  
Neil Holdom, Mayor

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Craig Stevenson, Chief Executive

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## ADOPTION OF MEETING CYCLE FOR 2021

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### PURPOSE

1. The matter for consideration by the Council is the adoption of ordinary meetings for Council, Committees and Community Boards for 2021.

### RECOMMENDATION

**That, having considered all matters raised in the report, the following meeting schedule be adopted:**

	Strategy and Operations	Comm Bds	Te Huinga Taumatua	Finance, Audit & Risk	CCOs Committee	Strategic Projects	Council
January	26						
February		4-9	16	23		24	
March	9	18-23	30		31		2
April	20	29-30		6			13
May		3-4	11	18			25
June	1	10-15	22	29	23	16	
July	13	22-27					6
August	24		3	10			17
September		2-7	14	21	15	8	28
October	5	14-19	26				
November	16	25-30		2			9
December			7	14	8	1	21

### STRATEGY & OPERATIONS COMMITTEE RECOMMENDATION

2. The Strategy & Operations Committee endorsed the officer's recommendation.

### SIGNIFICANCE AND ENGAGEMENT

3. This matter has been assessed as being of some importance due to its administrative nature.
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## **DISCUSSION**

4. Following the 2019 triennial election, the Mayor established a committee structure with a six weekly meeting cycle. This report presents the ordinary meeting dates for 2021 based on that structure.
5. At least one week of every school holidays remains clear of Council and committee meetings.
6. The Council have previously determined that Council and committee meetings will generally commence at 1pm. Unless a meeting falls on a statutory holiday, Community Board meeting times will be held as follows:

Clifton Community Board	Thursdays at 4pm
Waitara Community Board	Fridays at 9am
Kaitake Community Board	Mondays at 5pm
Inglewood Community Board	Tuesdays at 1.30pm

## **NEXT STEPS**

7. Once approved, electronic meeting notices will be sent to elected members.
8. The Council can review its committee structure at any time. If changes require a new meeting schedule, Council officers will present a revised meeting schedule to the Council for adoption at the appropriate time.

## **FINANCIAL AND RESOURCING IMPLICATIONS**

9. There are no financial or levels of service implications.

## **IMPLICATIONS ASSESSMENT**

10. This report confirms that the matter concerned has no particular implications and has been dealt with in accordance with the Local Government Act 2002. Specifically:
  - Council staff have delegated authority for any decisions made;
  - Council staff have identified and assessed all reasonably practicable options for addressing the matter and considered the views and preferences of any interested or affected persons (including Māori), in proportion to the significance of the matter;
  - Council staff have considered how the matter will promote the social, economic, environmental, and cultural well-being of communities in the present and the future.
  - Unless stated above, any decisions made can be addressed through current funding under the Long-Term Plan and Annual Plan;

- Any decisions made are consistent with the Council's plans and policies; and
  - No decisions have been made that would alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of the Council, or would transfer the ownership or control of a strategic asset to or from the Council.
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**Report Details**

Prepared By: Julie Straka (Governance Lead)  
Team: Governance  
Approved By: Liam Hodgetts (Group Manager Strategy)  
Ward/Community: District Wide  
Date: 22 June 2020  
File Reference: ECM 8305288

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