

Cambridge Community Board Agenda - 9 May 2024



Kaipaki Room, Cambridge Service Centre, 23 Wilson Street, Cambridge

Members:

JM Davies-Colley (Chairperson); EJ Badger (Deputy Chair); AJM MacKay; SDC Milner; AD Myers; Councillor MG Montgomerie; Councillor PJ Coles

09 May 2024 06:00 PM

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Workshop:

Draft Local Alcohol Policy

Who are we?

The Cambridge Community Board is made up of members who were elected onto the board in the local government elections in 2022. The community board is made up of five elected members and two appointed Waipā district councillors.

Chairperson Jo Davies-Colley
Deputy Chair Elise Badger
Members Alana MacKay
 Sue Milner
 Andrew Myers
 Councillor Philip Coles
 Councillor Mike Montgomerie

Contact CBCommunityBoard@waipadc.govt.nz

What do we do?

We are a link between residents in the Cambridge and Maungatautari communities and Waipā District Council. We believe that we are an important step in the process to achieve council’s vision to build connected communities.

We are advocates for and representatives of the Cambridge and Maungatautari communities to ensure council and other agencies have a clear understanding of our local needs and aspirations.

We will consider matters raised by members of our communities.

We will maintain an overview of the services council delivers to its communities and assess the extent to which these services meet our community needs.

We are decisions-makers on issues that are delegated to the community board by council.

We will consider matters referred to the community board by council or council staff including reports relating to the provision of council services within the board’s areas and make submissions or recommendations in response to those matters as appropriate.

Delegated Functions

Aside from statutory functions as set out in the Local Government Act 2002, Cambridge Community Board has also been delegated the following from Waipā District Council:

- Support community activities and, where necessary, allocate funding within the approved Waipā Community Discretionary Fund budget
- Organise our own projects for works or services, or supporting council projects, and allocate appropriate funding within the approved budget
- Organise annual Anzac and Armistice civic events in Cambridge
- Maintain and enhance sister city relationships between Cambridge and Le Quesnoy (France) and Cambridge and Bihoro (Japan)

Vision Statement

*“We are **friendly and visible** representatives **working effectively together** for the good of our communities”*



Te Ōko Horoi

CAMBRIDGE
COMMUNITY BOARD

“working together for the good of our communities”



Who to Contact

We are keen to further develop relationships and communicate with key community organisations, special interest groups, residents and businesses within the community. We have allocated portfolios to make it easier for people to contact a community board member who shares the same interest as you.

Arts/Culture	Alana MacKay & Sue Milner
Urban Mobility	Jo Davies-Colley & Andrew Myers
Community Connections	Jo Davies-Colley, Elise Badger, Andrew Myers & Alana MacKay
Special Projects	Elise Badger & Sue Milner
Community Services & Facilities	Alana MacKay & Sue Milner
Mana Whenua	Jo Davies-Colley & Elise Badger



Our Strategic Priorities

- **A new library/community hub**

We champion the opportunity to create a new library/community hub (integrating other community services) to replace our current library.

- **Urban mobility – Shakespeare Street**

We advocate for permanent active mobility safety measures across and through Shakespeare Street to be implemented immediately.

- **A vibrant and people friendly CBD**

We advocate for the Cambridge CBD to be a vibrant, connected and inspired public space with comfortable seating, spaces to rest and spaces to play. We want to see Cambridge be a welcoming town centre that supports active mobility, prioritises people and celebrates its culture and history.

The community board sees the town hall as one of Cambridge’s most significant assets that will become of higher value to Cambridge as upgrades are made.



Meetings, Agendas and Public Forum

We meet every third Wednesday of the month (excluding January & July), in the Kaipaki Room of the Waipā District Council Cambridge Service Centre, 23 Wilson Street, Cambridge. The meetings start at 6.00pm.

You can find our agendas here: <https://www.waipadc.govt.nz/our-council/agendas-and-minutes> or you can pick up a copy from any Waipā District Council office or library.

Our meetings are open to the public and they start with opportunity for residents to express an opinion or an idea in the public forum. Please let the governance team know if you want to speak in the public forum (governance.support@waipadc.govt.nz).

Strategic Priority Overview

When considering our strategic priorities, the community board endeavours to ensure they:

- Are community driven, reflected and centred
- Specific
- Are advocated for in partnership with council staff and councillors
- Demonstrate the purpose of the community board as an effective advocate for the needs of its community
- Advocate for Cambridge to continue to be a great town to live in
- Utilise Ahu Ake as a way of connecting with the community and council



COMMUNITY BOARD AGENDA



To: The Chairperson and Members of the Cambridge Community Board
From: Governance
Subject: **Apologies**

1 PUPOSE - TAKE

A member who does not have leave of absence may tender an apology should they be absent from all or part of a meeting. The Chairperson (or acting chair) must invite apologies at the beginning of each meeting, including apologies for lateness and early departure. The meeting may accept or decline any apologies. Members may be recorded as absent on community board business where their absence is a result of a commitment made on behalf of the community board.

The acceptance of a member's apology constitutes a grant of 'leave of absence' for that specific meeting.



To: The Chairperson and Members of the Cambridge Community Board
From: Governance
Subject: **Disclosure of members' interests**

1 PURPOSE - TAKE

Members are reminded to stand aside from decision making when a conflict arises between their role as an elected members and any private or external interest they may have.

COMMUNITY BOARD AGENDA



To: The Chairperson and Members of the Cambridge Community Board
From: Governance
Subject: **Public forum**

1 PURPOSE - TAKE

Public forums are designed to enable members of the public to bring matters, not necessarily on the meeting's agenda, to the attention of the local authority. In the case of a community board, any issue, idea or matter raised in a public forum must fall within the terms of reference of that body.

Requests to attend the public forum must be made to the Governance Team (Governance.Support@waipadc.govt.nz) at least one clear day before the meeting. Requests should outline the matter that will be addressed by the speaker.

Speakers can speak for up to five (5) minutes. No more than two speakers can speak on behalf of an organisation during a public forum. At the conclusion of the presentation elected members may ask questions of speakers. Questions are to be confined to obtaining information or clarification on matters raised by the speaker.

Following the public forum, no debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda.

COMMUNITY BOARD AGENDA



To: The Chairperson and Members of the Cambridge Community Board
From: Governance
Subject: **Minutes of the Previous Meeting**
Meeting Date: 9 May 2024

1 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

The local authority, its committees, subcommittees and any local and community boards must keep minutes of their proceedings. These minutes must be kept in hard or electronic copy, authorised by a Chairperson’s manual or electronic signature once confirmed by resolution at a subsequent meeting. Once authorised the minutes are the *prima facie* evidence of the proceedings they relate to.

The only topic that may be discussed at a subsequent meeting, with respect to the minutes, is their correctness.

2 RECOMMENDATION – TŪTOHU Ā-KAIMAHI

That the Cambridge Community Board confirms the minutes of the meeting held 17 April 2024, as circulated with the agenda, as a true and correct record of proceedings.

3 ATTACHMENT - ĀPITITANGA

Unconfirmed minutes of the Cambridge Community Board meeting 17 April 2024



Cambridge Community Board

Time: 6.00pm

Date: Wednesday 17 April 2024

Location: Kaipaki Room, Cambridge Service Centre, 23 Wilson Street, Cambridge

PRESENT

Chairperson

J Davies-Colley

Members

AJM MacKay; SDC Milner; AD Myers; PTJ Coles; MG Montgomerie

Chairperson Davies-Colley opened the meeting with a karakia timatanga.

1 APOLOGIES

RESOLVED

5/24/09

That the apologies for non-attendance from Board Member Badger be received.

Davies-Colley/MacKay

2 DISCLOSURE OF MEMBERS' INTERESTS

Item 7 - Councillor Coles - Cambridge Tree Trust and Cambridge Safer Community Trust
Item 7 – Board Member Myers - Cambridge Safer Community Trust

3 PUBLIC FORUM

Adrian Pett from Riding for the Disabled Cambridge Incorporated spoke to their application for a defibrillator on site. The Board were advised of the importance of locating a defibrillator on site, which could not only be used by its club members, but also the general public.



Eileen Hawkins spoke to the application from the Cambridge Safer Community Charitable Trust for wages for a temporary employee to continue updating the CNS database, including the importance of connecting people.

Pete Fisher, Chairperson of the Cambridge Tree Trust spoke in support of their application for funding towards a vehicle. The groups work in the community was highlighted. The vehicle is important for carrying tools, mulch, trees for planting and taking trimmings and weeds away.

Lynda Curin spoke to the application from the Rotorangi Hall Society for funding to complete repairs to the hall, which is the hub of the community. The group have been doing a lot of fundraising for repairs, but require funding from the Community Board for repairs to the weatherboards and the playcentre.

Ian McNeil representing the Harbour City Rod Club spoke to their application for funding towards an event they will be running in Cambridge. The event will use a lot of Cambridge services and will include a public display at the raceway.

Carey Church presented on her concerns with the Cambridge Connections project, which included the impact on residents and neighbours, the need for Council to have an email contact list to keep people informed and the closing of the Victoria bridge to traffic. She requested that modelling be done again to cover: options where Victoria Bridge is kept open to one-way tidal flow traffic for all scenarios; where all options considered have all the bells and whistles and consider the time frame for data collection.

Pip Kempthorne spoke to his concerns with the Cambridge Connections project, including the process to date, communications from Council and meetings held. He had a number of recommendations for next steps, including the Community Board hosting a detailed question and answer section via video link. He praised the role the Community Board had undertaken in the process.

Kellie Smith spoke to her concerns with the Cambridge Connections project, including the lack of information, clarity on what feedback is being sought on, the process and the importance of transparency.

Idele Heistand spoke to her concerns with the Cambridge Connections project, including that two of the location options for the bridge were through the town belt and highlighted the importance of open spaces. She queried why the location for a



bridge was not identified earlier and encouraged Council to designate space now that did not affect current residential areas.

Craig from Cambridge spoke to his concerns with the Cambridge Connections project, including the process, his view that the bridge should not be in town which would encourage more traffic, including more heavy traffic through town.

Peter Lawor spoke to his concerns with the Cambridge Connections project as he believes this proposal will bring more traffic back into town from the highway.

Warwick Roberts spoke to his concerns with traffic designs in Cambridge.

Ian Beard spoke to his concerns with the Cambridge Connections project and highlighted that the traffic will go where the roads are. He has concerns with heavy traffic going through communities. He thanked the Chair of the Community Board for her work on the Cambridge Connections issue.

Jarred Milbank thanked the Community Board for their work on the Cambridge Connections issue. He had some questions/comments from a recent poll which were: what is the timeline for the bridge and people want to be consulted and part of the process for a new bridge.

John Lenhart spoke to his concerns with the Cambridge Connections project and highlighted the need to get traffic out of Cambridge that doesn't need to be there. He requested that consideration be given to traffic patterns in 20 years time. He also highlighted concerns with heavy vehicle routes.

Michelle Willis spoke to her concerns with speed bumps and the impact these had on ambulances and other emergency services. She also highlighted her concerns with congestion on Bryce Street.

Brenda highlighted her concerns with the 60 minute parking in town and ability to get around shops and do the things people needed to in town in that time.

Robyn Watson had concerns with works on the footpath on her street.

Adjourned for 15 mins at 8.01pm

COMMUNITY BOARD MINUTES



4 CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETING

RESOLVED

5/24/010

That the Cambridge Community Board confirms the minutes of the meeting held 20 March 2024, as circulated with the agenda, as a true and correct record of proceedings, subject to the correction of typographical errors.

Davies-Colley/MacKay

5 ENHANCED ANNUAL PLAN

Manager Strategy, Melissa Russo, presented her paper on the draft 2024/2025 Enhanced Annual Plan consultation. The plan is open for consultation between 5-26 April.

The Community Board discussed a number of topics to include in their submission on the 2024/2025 Enhanced Annual Plan.

RESOLVED

5/24/11

That the Cambridge Community Board

- a) *Receives the report of Melissa Russo, Manager Strategy, titled 'Draft 2024/25 Enhanced Annual Plan consultation' (ECM 11200668), and*
- b) *Makes a submission to the Draft 2024/25 Enhanced Annual Plan before 26 April 2024 which shall include the following points:*
 - i. *Accepting the pause on the library but would still like to see future planning for the library continue;*
 - ii. *Water Tower – ask questions on the process, including; how long does demolition take, what would go there in its place, and what is the process around the possibility of demolition around the heritage 2 listing;*
 - iii. *Acknowledge the impact that these rates increases will have on members of our community who will find the increase a struggle;*
 - iv. *Recognise the need to reduce the Cambridge Community Board grant allocation to \$20,000 per annum in these financial times but would like to see this grant level increase when economic circumstances allow;*
 - v. *Any other matters subsequently identified in the Community Board Members review of the Draft 2024/2025 Enhanced Annual Plan;*

COMMUNITY BOARD MINUTES



- c) *Delegates authority to Chair of the Cambridge Community Board, Jo Davies-Colley, to finalise the community board's submission to the Draft 2024/205 Annual Plan in consultation with the community board members and ensure our submission is received by Council by 5pm Friday 26 April 2024.*

Davies-Colley/MacKay

Councillors Coles and Montgomerie abstained

6 TREASURY REPORT

The treasury report for the period ended 31 March 2024 was included in the agenda.

RESOLVED

5/24/12

That the Cambridge Community Board receive the report of Nada Milne, Financial Accountant titled Treasury Report - for the period ended 31 March 2024.

Davies-Colley /Myers

7 DISCRETIONARY FUND ALLOCATION

The Community Board considered the discretionary grant applications that were included in the agenda.

RESOLVED

5/24/13

That the Cambridge Community Board

- a) *Receives the report of Jo Gread, Manager Governance, titled Discretionary Fund Allocations April 2024 (ECM 11202280);*
- b) *Allocate grants from the Community Discretionary Fund as stated in the following schedule:*

Organisation	Amount Allocated (plus GST)
Cambridge Tree Trust	\$2000
Harbour City Rod Club	\$1000
House of Science	\$1000

COMMUNITY BOARD MINUTES



Pirongia Forest Park Lodge	Nil
Riding for the Disabled - Cambridge Incorporated	\$2,750
Roto O Rangi Memorial Hall Society Inc	\$3,683
Te Awamutu Community Cadet Unit	Nil
Ko Wai Au Trust	\$500 – subject to the Trust confirming that this funding will be spent in Cambridge.
Waikato Role-Playing Guild	Nil
Cambridge Safer Community Charitable Trust	\$7,500
Leamington Croquet Club Inc	\$1000

Davies-Colley/MacKay

8 BIHORO DELEGATION

The Community Board discussed the proposal to set up a selection process for candidates to participate in a delegation to Bihoro in September/October 2024 at their own cost.

RESOLVED

5/24/14

That the Cambridge Community Board

- a) *Receives the report of Jo Gread, Manager Governance titled 'Bihoro Delegation 2024' (ECM Number 11207088) and*
- b) *Delegates authority to Mayor Susan O'Regan, Chair of the Cambridge Community Board, Jo Davies-Colley and Community Board Member MacKay to establish a process and select people for the delegation to Bihoro in 2024 and to finalise the details of the trip.*

MacKay/Coles



9 BOARD MEMBERS' REPORTS FROM MEETINGS ATTENDED ON BEHALF OF THE CAMBRIDGE COMMUNITY BOARD

Chairperson Davies – Colley has been focused on Cambridge Connections and met with Board Member MacKay in relation to the Bihoro delegation.

Board Member MacKay attended the ANZAC Day Working Group and noted there is a concert at the Town Hall on the Wednesday night before ANZAC day. She also attended an Enhanced Annual Plan Chamber of Commerce event and has been part of Le Quesnoy discussions.

Board Member Myers attended the Safer Community Trust meeting and noted they had received grant money from lotteries. He also attended meetings in relation to the Cambridge Connections project.

Board Member Coles thanked Brad Ward and Matt Johnstone for coming along to the Safer Communities Trust meeting and he had discussions with residents regarding starting a Cambridge Menzshed.

Board Member Milner attended the ANZAC Working Group and the Tree Trust meeting.

11 DATE OF NEXT MEETING

The next Cambridge Community Board meeting is to be held at 6.00pm on Thursday 9 May 2024.

Chairperson Davies-Colley closed the meeting with a karakia whakamutunga

That being all the business the meeting closed at 9.30pm

CONFIRMED AS A TRUE AND CORRECT RECORD OF PROCEEDINGS

CHAIRPERSON

DATE

COMMUNITY BOARD REPORT



INFORMATION ONLY

To: The Chairperson and Members of Cambridge Community Board
From: Financial Accountant
Subject: **Treasury Report for the period ended 30 April 2024**
Meeting Date: 9 May 2024

1 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

The report details the funds available to the Cambridge Community Board for the allocation of discretionary grants.

2 RECOMMENDATION – TŪTOHU Ā-KAIMAHI

That the Cambridge Community Board receive the report of Nada Milne, Financial Accountant titled Treasury Report for the period ended 30 April 2024.

3 COMMENTARY - KŌRERO

3.1 Discretionary Grants – funds of \$4,544.96 have been committed from the prior year, with \$3,478.11 having been paid to date. Funds of \$49,981.11 have been committed from the current year with \$35,456.07 being paid to date. There is a balance of \$5,838.84 in uncommitted funds.

Sister Cities

The Sister City Reserve Balance Report for the period ended 30 April 2024. Funds of \$36,535.32 have been committed from the current year with \$ 25,091.94 being paid to date. Funds of \$255.97 have been committed from the prior year with \$255.97 paid.

NADA MILNE
FINANCIAL ACCOUNTANT

Reviewed by Jolanda Hechter
MANAGER FINANCE

**CAMBRIDGE COMMUNITY BOARD
DISCRETIONARY GRANTS**

Balance as at 1 July 2023	10,764.91	
2023/24 Allocation from Council	49,600.00	
		60,364.91
Revenue		
	-	-
Less Committed Projects	54,526.07	
		54,526.07
Uncommitted funds		<u>5,838.84</u>
 Summary of Uncommitted Funds		
Annual Grants		<u>5,838.84</u>
		<u>5,838.84</u>

CAMBRIDGE COMMUNITY BOARD

Commitments 2023/24	Resolution No	Committed	Expenditure	Balance
Cambridge Town Hall Trust	5/23/46	1,500.00	1,500.00	-
Typeform	5/23/57	USD 29.00	-	29 USD
Discretionary Grants	5/23/63	22,380.43	22,380.43	-
Paper Plus Cambridge	5/23/69	86.96	-	86.96
ANZAC Day 2024	5/24/03	6,551.72	4,075.64	2,476.08
Cambridge Tree Trust	5/24/13	2,000.00	-	2,000.00
Harbour City Rod Club	5/24/13	1,000.00	-	1,000.00
House of Science	5/24/13	1,000.00	-	1,000.00
Riding for the Disabled - Cambridge Incorporated	5/24/13	2,750.00	-	2,750.00
Roto O Rangī Memorial Hall Society Inc	5/24/13	3,683.00	-	3,683.00
Ko Wai Au Trust	5/24/13	500.00	-	500.00
Cambridge Safer Community Charitable Trust	5/24/13	7,500.00	7,500.00	-
Total		49,981.11	35,456.07	14,525.04

Prior Year Commitments

	Resolution No	Committed	Expenditure	Balance
Pop Up Edible Garden	5/23/23	300.00	300.00	-
Cambridge Bowling Club	5/23/42	2,500.00	2,500.00	-
Cambridge Christmas Tree Lights	5/23/40	1,500.00	678.11	821.89
Reimburse Typeform platform	5/23/48	94.96	-	94.96
Typeform	5/23/48	150.00	-	150.00
		4,544.96	3,478.11	1,066.85
Total Commitments		54,526.07	38,934.18	15,591.89

Returned to Uncommitted:

Anzac Day 2022	5/21/10	1,330.87		
Cambridge Town Hall and Clock Tower	5/22/32	686.96		
ANZAC Day 2023 Services	5/23/15	445.72		
Cambridge Community Pop Up Garden	5/20/85	60.00		
Pop Up Community Edible Garden Project	5/20/85	35.60		

Sister Cities Reserve Balance Report
For the Period Ended 30 April 2024

Balance Carried Forward	17,531.14	
Funding Budget for 2023/24	<u>12,033.00</u>	
		29,564.14
Returned to Uncommitted:	6,971.18	36,535.32

Commitments 2023/24	Resolution No	Committed	Expenditure	Balance
Annual Expenses	5/23/62			
Sister Cities Conference 2024 - Accommodation		600.00	-	600.00
Sister Cities Conference 2024 -Registration		1,000.00	800.00	200.00
Annual Sister Cities Membershio		600.00	300.00	300.00
Annual Website doamin name		35.00	35.00	-
Annual webiste fees		180.00	180.00	-
Community Engagement		453.70	-	453.70
Armistice Civic Services		2,000.00	2,000.00	-
Kaz Desing	5/23/69	46.30	46.30	-
Official Opening of NZ Liberation Museum - Te Arawhata, Le Quesnoy		4,470.17	4,361.51	108.66
Le Quesnoy Delegation to Cambridge		11,359.00	9,406.08	1,952.92
Bihoro Delegation to Cambridge		10,494.00	6,520.61	3,973.39
Gifts (3 up to \$1000 each)		2,997.00	817.46	2,179.54
Le Quesnoy and Bihoro delegations sundry costs		<u>2,300.15</u>	<u>624.98</u>	<u>1,675.17</u>
		<u><u>36,535.32</u></u>	<u><u>25,091.94</u></u>	<u><u>11,443.38</u></u>

Prior Yer Commitments	Resolution No	Committed	Expenditure	Balance
Ambassador of France vist	5/23/49	55.97	55.97	-
Bastille Day 2023	5/23/49	200.00	200.00	-
		<u>255.97</u>	<u>255.97</u>	<u>-</u>

Summary of Uncommitted Funds

Funds Available		-
		<u>-</u>

Returned to Uncommitted	Resolution No	
Le Quesnoy Sister City	5/22/48	278.69
Conferences -		
Sister City Accommodation	5/22/70	800.00
Sister City - Registration	5/22/70	2,000.00
Community Engagement	5/22/70	1,000.00
Bihoro Sister City Relationship Engagement	5/22/70	500.00
Le Quesnoy Sister City Relationship Engagement	5/22/70	500.00
Armistice Civic Service	5/22/70	1,658.85
Bihoro 25 year anniversary	5/22/71	139.61
Ambassador of France vist	5/23/49	94.03



To: The Chairperson and Members of the Cambridge Community Board
From: Governance
Subject: **Board Members Report from Meetings Attended on Behalf of the Cambridge Community Board**

1 PURPOSE - TAKE

Community board members who have attended meetings on behalf of the Cambridge Community Board may give feedback to the community board. This is a discussion item only and no resolutions can be made from the discussion.



To: The Chairperson and Members of the Cambridge Community Board
From: Governance
Subject: **Date of the Next Meeting**

1 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

The next Cambridge Community Board meeting is to be held at 6.00pm on Wednesday 19 June 2024.