

# **ATTACHMENTS**

**Ordinary Taupō Reserves and Roding  
Committee Meeting**

**19 March 2024**

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**TAUPŌ DISTRICT COUNCIL  
MINUTES OF THE ORDINARY TAUPŌ RESERVES & ROADING COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBER, 107 TE HEUHEU STREET, TAUPŌ  
ON TUESDAY, 5 DECEMBER 2023 AT 2.00PM**

**PRESENT:** Cr John Williamson (in the Chair), Cr Anna Park, Cr Rachel Shepherd, Cr Kevin Taylor, Cr Yvonne Westerman

**IN ATTENDANCE:** General Manager Operations and Delivery (A Moraes), Infrastructure Manager (R Stokes), Property Manager (S Attenborough), Senior Solicitor (K Hollman), Parks Manager Open Space (A Moor), Asset Manager Transportation (C Sharland), Senior Committee Advisor (K Watts), Committee Advisor (D Periam)

**MEDIA AND PUBLIC:** Nil

*Note:* Cr Anna Park opened and closed the meeting with a karakia.

**1 KARAKIA**

**2 WHAKAPĀHA | APOLOGIES**

**TRARC202312/01 RESOLUTION**

Moved: Cr Anna Park  
Seconded: Cr Kevin Taylor

That the apologies received from Cr Duncan Campbell, Cr Kylie Leonard, Cr Christine Rankin, Mr Te Moananui Rameka, and Mayor David Trewavas be accepted.

**CARRIED**

*Note:* All members present at the meeting voted in favour of resolution TRARC202312/01 above.

**3 NGĀ WHAKAPĀNGA TUKITUKI | CONFLICTS OF INTEREST**

Nil

**4 WHAKAMANATANGA O NGĀ MENETI | CONFIRMATION OF MINUTES**

**4.1 ORDINARY TAUPŌ RESERVES & ROADING COMMITTEE MEETING - 10 OCTOBER 2023**

**TRARC202312/02 RESOLUTION**

Moved: Cr Yvonne Westerman  
Seconded: Cr Rachel Shepherd

That the minutes of the Taupō Reserves & Roding Committee meeting held on Tuesday 10 October 2023 be confirmed as a true and correct record.

**CARRIED**

*Note:* All members present at the meeting voted in favour of resolution TRARC202312/02 above.

**5 NGĀ KAUPAPA HERE ME NGĀ WHAKATAUNGA | POLICY AND DECISION MAKING****5.1 REQUEST FOR TREE REMOVALS, 5 ARAMA STREET, TAUPŌ**

The Parks Manager Open Space summarised the report and answered questions from members:

- The Tree and Vegetation Policy 2014 was due to be reviewed but did allow for Tibetan Cherry (*Prunus serrula*) to be planted rather than native trees such as Kowhai.
- Currently the berm was difficult to mow due to the trees. Should the trees be replaced with the Tibetan Cherry (*Prunus serrula*), better planting techniques would solve the difficulty of mowing, and the other issues identified by the arborist in the report.

**TRARC202312/03 RESOLUTION**

Moved: Cr Rachel Shepherd  
Seconded: Cr Yvonne Westerman

That the Taupō Reserves and Roding Committee approves the removal of the two Liquidambar (*Liquidambar styraciflua*) from the berm outside 5 Arama Street, Taupō and replace them with one Tibetan Cherry (*Prunus serrula*).

**CARRIED**

*Note: All members present at the meeting voted in favour of resolution TRARC202312/03 above.*

**5.2 PROPOSED COUNCIL WASTEWATER DRAINAGE EASEMENT THROUGH RECREATION RESERVE TO SERVICE EAST URBAN LANDS DEVELOPMENT**

The Senior Solicitor summarised the report.

**TRARC202312/04 RESOLUTION**

Moved: Cr Yvonne Westerman  
Seconded: Cr Kevin Taylor

That the Taupō Reserves & Roding Committee:

1. gives Ministerial consent to a wastewater drainage easement in favour of Taupō District Council through the recreation reserve to vest in Council, being proposed Lot 105 on DP 594432, pursuant to section 48(1) of the Reserves Act 1977;
2. agrees to the easement being on Council's standard easement terms; and
3. authorises the Chief Executive and Mayor to sign the necessary consent form on behalf of Taupō District Council under s48(1) of the Reserves Act 1977, as delegate of the Minister of Conservation pursuant to section 10 of the Reserves Act 1977.

**CARRIED**

*Note: All members present at the meeting voted in favour of resolution TRARC202312/04 above.*

**5.3 PROPOSED COUNCIL WASTEWATER DRAINAGE EASEMENT WITHIN RECREATION RESERVE TO SERVICE 204 CROWN ROAD DEVELOPMENT**

The Senior Solicitor summarised the report and in answer to a question, the General Manager Operations and Delivery confirmed that any risks regarding subsidence had been mitigated.

**TRARC202312/05 RESOLUTION**

Moved: Cr Anna Park  
Seconded: Cr Rachel Shepherd

That the Taupō Reserves & Roding Committee:

1. gives Ministerial consent to a wastewater drainage easement in favour of Taupō District Council through Halley Park, a recreation reserve vested in Council and being Lot 51 DPS 43721, pursuant to section 48(1) of the Reserves Act 1977;
2. agrees to the easement being on Council's standard easement terms; and
3. authorises the Chief Executive and Mayor to sign the necessary consent form on behalf of Taupō District Council under s48(1) of the Reserves Act 1977, as delegate of the Minister of Conservation pursuant to section 10 of the Reserves Act 1977.

**CARRIED**

*Note: All members present at the meeting voted in favour of resolution TRARC202312/05 above.*

**5.4 DEDICATION OF LOCAL PURPOSE (ROAD) RESERVE AS PUBLIC ROAD UNDER SECTION 111 RESERVES ACT 1977**

The Senior Solicitor summarised the report and added that Contact Energy Limited had confirmed its consent to the road dedication in the knowledge that its rights in respect of the reserve would be removed.

**TRARC202312/06 RESOLUTION**

Moved: Cr Kevin Taylor  
Seconded: Cr Anna Park

That the Taupō Reserves & Roding Committee resolves, pursuant to section 111 of the Reserves Act 1977, to dedicate as road the Local Purpose (Road) Reserve that is vested in Taupō District Council and described as Lot 103 on Deposited Plan 464125.

**CARRIED**

*Note: All members present at the meeting voted in favour of resolution TRARC202312/06 above.*

**5.5 PROPOSED UNISON EASEMENT OVER RESERVE TO SUPPLY CROWN PARK PUMP TRACK**

The Senior Solicitor summarised the report and in answer to a question, advised that Unison would assume responsibility to make this work happen. Nothing would be registered until consent had been given. The General Manager Operations and Delivery advised that verification would be given that Council staff did not agree to this and allow it to happen before agreement was sought. This report enabled regularisation of work that had been completed.

**TRARC202312/07 RESOLUTION**

Moved: Cr Kevin Taylor  
Seconded: Cr Anna Park

That the Taupō Reserves & Roding Committee:

1. Exercises (under sub-delegation from Council) the Ministerial power of consent to the grant to Unison Networks Limited of unregistered rights to convey electricity across Crown Park, as depicted on the plan attached to the agenda, pursuant to section 48(1) of the Reserves Act 1977; and
2. agrees to the easement being on the standard easement terms of Unison Networks Limited;
3. authorises the Chief Executive to formally signify consent to the easement on behalf of Taupō District Council as delegate of the Minister of Conservation for the purposes of s48(1) of the Reserves Act 1977.

**CARRIED**

*Note: All members present at the meeting voted in favour of resolution TRARC202312/07 above.*

#### **5.6 CONSIDERATION OF KINLOCH REPRESENTATIVE GROUP RECOMMENDATION TO EXTEND THE LICENCE TO OCCUPY FOR THE KINLOCH COMMUNITY HALL FOR KINDERGARTEN PURPOSES**

The Property Manager confirmed that this was an extension of the existing lease to bring everything into line and was very straight forward.

#### **TRARC202312/08 RESOLUTION**

Moved: Cr John Williamson  
Seconded: Cr Rachel Shepherd

That the Taupō Reserves & Roding Committee adopts the Kinloch Representative Group recommendation as per resolution KIN202310/04 and therefore approves an extension to the licence for kindergarten purposes on the same terms subject to any amendments for the Central North Island Kindergarten Trust for a further one year.

**CARRIED**

*Note: All members present at the meeting voted in favour of resolution TRARC202312/08 above.*

#### **5.7 LICENCE TO OCCUPY ROAD FOR BAKERY TRAILER AT RAINBOW POINT SHOPS - SIMPLE SOMETHINGS**

The Senior Solicitor presented on behalf of the Transport Engineer. She highlighted that the applicant Siobhain Rainbow had a good following at Taupō's Sunday market and that Ploughman's Restaurant had given their consent. She clarified that the painted colour of the bakery trailer was teal blue.

In answer to a question from a member, the Infrastructure Manager confirmed that at the time the report was prepared, the report writer had received consent from all businesses at Rainbow Point, including the Rainbow Point Store. It was noted that the operator of the Rainbow Point Store had very recently changed and members requested as part of the licence that the prior approval of the new operator also be sought.

The General Manager Operations and Delivery confirmed that Council would enforce and ensure compliance of opening and closing to the agreed times of the licence. The Senior Solicitor confirmed that the right to extend was a right of first refusal.

#### **TRARC202312/09 RESOLUTION**

Moved: Cr Kevin Taylor  
Seconded: Cr Rachel Shepherd

That the Taupō Reserves & Roding Committee resolves to:

1. grant Siobhain Rainbow (trading as Simple Somethings) a short-term [November 2023 to 6 February 2024] Licence to Occupy the carpark area at the corner of Lake Terrace and Rainbow Drive for the purpose of selling, from a purpose-built trailer, freshly baked breakfast goods and light lunch goods, cold beverages, smoothies and drip coffee, with a right to extend up until February 2026 if Council officers determine the operation has been successful;
2. include provisions in any licence to ensure ongoing safe public access to/from Lake Terrace and Rainbow Drive, and prevent direct competition between Simple Somethings and the existing businesses at Rainbow Point, including Ploughman's Restaurant and the Rainbow Point Store; and
3. Authorises the Chief Executive and the Mayor to sign the relevant Deed recording the licence arrangement.

**CARRIED**

*Note: All members present at the meeting voted in favour of resolution TRARC202312/09 above.*

**5.8 LICENCE TO OCCUPY FOOTPATH OUTSIDE TUI'S NEST CAFE, RIFLE RANGE ROAD, TAUPŌ**

The Asset Manager Transportation summarised the report and noted that since writing the report, Tui's Nest had requested a further extension of dining options on the footpath. The General Manager Operations and Delivery clarified that only the initial Licence to Occupy request detailed in this report should be considered because it regularised the footpath. Any additional requests would need to come back to the Committee at a future meeting.

In response to concerns raised by members, the Asset Manager Transportation confirmed that crowding of the footpath could be managed by the Licence to Occupy specifying where tables and chairs were located. The General Manager Operations and Delivery noted that members were concerned about safety and asked that the Licence to Occupy be granted to allow Council officers to negotiate with Tui's Nest and ensure that safety measures were put in place. He noted that a wheel stop could be added within the parking spaces.

**TRARC202312/10 RESOLUTION**

Moved: Cr Kevin Taylor

Seconded: Cr Yvonne Westerman

That the Taupō Reserves & Roding Committee agrees to grant a new Licence to Occupy for outdoor dining on the following terms:

1. Licence term of three years commencing on 20 December 2023 with one right of renewal of three years with a fee adjustment at the beginning of year 4 be granted to Tui's Nest Café and;
2. The commencement and renewal licence fee will be the fee calculated pursuant to Council's operative Fees and Charges.

**CARRIED**

*Note: All members present at the meeting voted in favour of resolution TRARC202312/10 above.*

**5.9 AIRSPACE LEASE RENEWAL**

The Asset Manager Transportation advised that since writing the report, an engineering assessment had been requested from Crafty Trout Brewing Co. Crafty Trout Brewing Co had declined to provide this on the basis that they had provided it in the past. In addition, they had not signed a Licence to Occupy so were putting Council at risk.

Members emphatically declined granting a new Licence to Occupy airspace if the satisfactory engineering assessment was not received. They were concerned that this would affect the business at a busy time of year but noted that the balcony could be shut off and not used, allowing the business to continue to operate.

**TRARC202312/11 RESOLUTION**

Moved: Cr Kevin Taylor

Seconded: Cr John Williamson

That the Taupō Reserves & Roding Committee, subject to receiving a satisfactory engineering assessment, agrees to grant a new Licence to Occupy airspace for the Crafty Trout Brewing Co, at 135 Tongariro Street, Taupō with a licence term of three years commencing on 1 January 2024, with annual fees to be set in accordance with Council's operative fees and charges policy.

**CARRIED**

*Note: All members present at the meeting voted in favour of resolution TRARC202312/11 above.*

**5.10 TAUPŌ DISTRICT COUNCIL TRAFFIC CONTROL DEVICE UPDATE**

The Asset Manager Transportation talked through all of the options in the report.

The following was noted in relation to traffic controls:

Sign/Marking	Why	Where	Comments
1. No Stopping At All Times NSAAT (yellow broken lines)	To allow better access for fuel tankers to access the Gull Station	Gull Station at Rifle Range, within service lane.	Supported.
2. No Stopping At All Times NSAAT (yellow broken lines)	Vehicles are parking on a blind corner.	Matuku Street, intersection with Lake Terrace.	Supported.
3. Two No Stopping signs	To stop vehicles obstructing the footpath for those mobility impaired pedestrians, and general access for all.	Mapou Road cul-de-sac	The Asset Manager Transportation noted that there was a project in the Long-term Plan to look at this as a whole but in the interim, these no stopping signs would be a temporary measure. It was noted that mobility scooters could not navigate past the bins on rubbish collection day because there was no berm to put them on.
4. Four new Bus Stop signs (2 per bus stop) and bus stop markings	To allow Taupō Connector bus service to access the bus stops outside the new Countdown at Kokomea Village.	Tauhara Ridge Drive (both sides of road) near Countdown at Kokomea Village.	Supported.
5. P15 sign	To allow library users to drop off books quickly and close to the entrance	Outside Taupō library	Supported.
6. Bus Stop sign	To provide a dedicated bus stop for the Connect to Taupō bus service in Mangakino.	On Rangatira Drive near Kahu Street (to be confirmed following consultation).	The consultation period was until the end of December 2023, then the property owners would be contacted to decide the location of the bus shelter. This was for buses leaving Mangakino and heading towards Taupō. It was noted that Wairarapa Moana Incorporation would need to be consulted with.

**TRARC202312/12 RESOLUTION**

Moved: Cr Anna Park  
 Seconded: Cr Rachel Shepherd

That, pursuant to the Taupō District Council Traffic Bylaw, the Taupō Reserves & Roding Committee imposes the following traffic controls and/or prohibitions on roads and/or public spaces in the Taupō District:

Sign/Marking	Why	Where
1. No Stopping At All Times NSAAT (yellow broken lines)	To allow better access for fuel tankers to access the Gull Station	Gull Station at Rifle Range, within service lane.
2. No Stopping At All Times NSAAT (yellow broken lines)	Vehicles are parking on a blind corner.	Matuku Street, intersection with Lake Terrace.
3. Two No Stopping signs	To stop vehicles obstructing the footpath for those mobility	Mapou Road cul-de-sac



	impaired pedestrians, and general access for all.	
4. Four new Bus Stop signs (2 per bus stop) and bus stop markings	To allow Taupō Connector bus service to access the bus stops outside the new Countdown at Kokomea Village.	Tauhara Ridge Drive (both sides of road) near Countdown at Kokomea Village.
5. P15 sign	To allow library users to drop off books quickly and close to the entrance	Outside Taupō library
6. Bus Stop sign	To provide a dedicated bus stop for the Connect to Taupō bus service in Mangakino.	On Rangatira Drive near Kahu Street (to be confirmed following consultation).

**CARRIED**

*Note: All members present at the meeting voted in favour of resolution TRARC202312/12 above.*

**6 NGĀ KŌRERO TŪMATAITI | CONFIDENTIAL BUSINESS**

Nil

**The meeting closed at 2.48pm with a karakia from Cr Anna Park.**

**The minutes of this meeting were confirmed at the Ordinary Taupō Reserves & Roding Committee Meeting held on 19 March 2024.**

.....  
**CHAIRPERSON**

**Appendix 1 – Council Tree Assessment Checklist (SR#: 2317611)**

(Note: for provisions relating to notable and amenity trees and indigenous trees and vegetation within significant natural areas – refer to Taupo District Plan)

Location	Kenrigg Reserve, Kinloch (to rear of No.19 Susan Lane)
Tree Species	Mexican pine ( <i>Pinus patula</i> )
Girth	0.85 metres
Height	20 metres
Spread	12 metres
Approximate age	≥30 years (est.)
Tree Health/Condition	(1 excellent – 5 very poor) <u>3</u>
Berm Width	N/A

**1 Roadway Damage Assessment**

1.1	Footpath damage	Yes/Ne	N/A
1.2	Has the footpath been replaced	Yes/Ne	N/A
1.3	Kerb & channel damaged	Yes/Ne	N/A
1.4	Road pavement damage	Yes/Ne	N/A
1.5	Buried services damaged	Yes/Ne	N/A

**2 Adjoining Property Impact Assessment**

2.1	What side of the property is the tree on	North/South/East/West	N/A
2.2	Is the tree over shading the property in winter	Yes/Ne	N/A
2.3	Is the tree damaging the property	Yes/Ne	N/A
2.4	Comment on tree damage		

The customer’s address is not provided so no particular concern with respect to any property can be assessed, however the tree is standing well back from the adjacent private properties and does not overshadow any, and is well clear of any infrastructure apart from a park footpath.

The rationale provided by the customer for requesting tree removal is its untidy appearance and that two other trees of the same species in the vicinity have previously fallen over.

2.5	Is the tree a danger to the property if it falls	Yes/Ne	N/A
2.6	Do the adjoining owners want the tree removed	Yes/No	Unknown
2.7	Is the tree encroaching on power lines	Yes/ <b>No</b>	
2.8	Is the tree adversely impacting on adjoining services, e.g. footpaths, roads, underground services	Yes/ <b>No</b>	
2.9	Is there erosion potential if the tree is removed	Yes/No	See below











