

Committee Meeting

MINUTES

Monday 1 August 2022, Island Bay Community Centre
7-9 pm

Welcome and apologies

Chair: Bruce Gadd

Minute taker: Sonya Cameron

Members: Ben Everist, Sally Page, Catherine Inder, Mark Henderwood, Jeff McDonald, Jelle Kaiser, Fran de Gregorio, Sonya Cameron, Bruce Gadd, Pat Vinaccia, Chris Wratt, Ruby Ghanem

Apologies: Sheila Hart

In attendance in person: Jeff McDonald, Fran de Gregorio, Bruce Gadd, Jelle Kaiser, Pat Vinaccia, Sally Page

In attendance on Zoom: Catherine Inder, Ben Everist, Mark Henderwood

Invited guests: Brennan Baxley + Patrick (WCC), Brad Singh (WCC), Fleur Fitzsimmons (Councillor), Laurie Foon (Councillor).

Residents: Tom White, Renier Ackerman, Ainsile, Andrew Lourantos, Matt Sharpe. Alex Dyer

The Chair opened the meeting with a karakia and welcomed residents to the meeting.

Minutes and action points from previous meeting

Action Points:

- The action to improve the unsubscribe function on the Gmail account to better understand people's reasons for unsubscribing (OPEN).
- Ben - Comms plan - no action, however comms appears to be working well. Main issue is around subscribing to become a member. (OPEN).
- We have found out about the tired mural near New World- looking to put a board over the old mural so it is not lost, and update the mural. (CLOSED)
- Notice about support for people with rare diseases in our newsletter - Jeff to discuss with Sheila. (OPEN).
- Bruce - Bus route through to Kilbirnie - Metlink are under too much stress at present. Fleur recommended that we ask candidates to commit to this in the upcoming election.(CLOSED)

Matters arising

Ram Raid: Sally raised the ram raid on bottle store - upsetting for people in our community. A stolen car from Lyall Bay. Person was happy with police action, some community members provided moral support. Media came around. Under impression that culprits had been in shop before. The amount of damages incurred was around \$15-20,000, given they only took a few hundred dollars of alcohol. A passing security guard helped. Noted a lack of police presence in the area over the last couple of years.

Pat how do we prevent this? Bollards not necessarily helpful. Security cameras? Can we look at this as part of the Parade upgrade? Brad noted Tawa community board has local police coming to report to their Board every month which has helped increase presence to areas of concern.

Sally - Climate Change Adaptation: a letter going around about climate change from Eugene at Owhiro Bay. This should have come to us. It looks like an approach to Council for funding and referenced us. This is to look at developing an action plan for mitigation plan. Fran - why are council permits been given in Lyall Bay in affected areas. Fleur - district plan still allows for this, but insurance etc is much more expensive.

Bruce - Cycleway KPIs: what will be the KPIs and evaluation for the cycleway. Brad - this is not my area but will revert with what the KPIs etc.

Pat - New Chipseal: poor job, will this be fixed. Brad - this has not been performing as expected. This is both WCC and Contractor fault. Seal has failed due to the speed at which the bitumen was sprayed. Will be fixed in December - warmer month is better. Cost of chipseal is around \$100k. Will sweep before then. Fran - alignment of projects working together (with Parade upgrade) - have timelines changed? Brad - no. We will finish up next year. Bruce - what is on the Council agenda re: angle parking. Brad - in September only business parking changes on northern and southern end. Didn't want to take parking changes in September. This will be done together with the Parade Upgrade changes. Likely changes late this year.

Action points

- Pat will talk to the police and find out who our community police contact is with responsibility for this area, and how they patrol the area, plus for an update on the ram raid.
- Sheila to advise if she has seen the climate change adaptation letter from Owhiro Bay and what is happening about it.
- Brad - will revert with KPIs for the cycleway.
- Brad is looking to see if we can get the mechanical sweeper through to sweep streets on a more regular basis.

Treasurer's update

Jeff McDonald has taken over as Treasurer, and will manage IRD and the bank accounts. Jeff advised no changes to the bank accounts.

There is currently an issue accessing MyIRD for IBRA. The account was previously linked to the accounts of Maria, the accountant. Jeff needs to become the owner of this account.

A signed copy of these minutes are needed to confirm this for IRD purposes and for adding Jeff as a signatory to the Kiwibank account.

Action

Jeff to sort access to IRD account and add himself as a signatory to Kiwibank (with a copy of these minutes)

AGM Planning - Catherine

Next actions are that a form needs to be created for people who wish to stand. Also need to create an online form for voting

Action

Planning continues

Parade Upgrade Public space design component: Brennan Baxley

Brennan - concept plan being developed. Seeking one more final feedback from the working group before can be shared with us. Reminded us of through the purpose of the project, and areas of focus.

- Planting - coastal connection but more flowering, dense. More domestic planters - rosemary, lavender. Backyard / homely feel.
- Lighting - bollard lights on path, tree uplighting, seat lighting.
- Surfaces - pavers slightly darker for pedestrians with a lighter paver for cycling / shared areas. Some issues raised re accessibility which are being weighed up. Concrete with shells - tie into seaside theme. All will be anti-slip. Still have a detailed design etc to do.
- Furniture - some standard and bespoke. Existing furniture will be salvaged and used elsewhere. Bins, benches, cycleracks, community cygnage, wayfinding signage, circular and rectangular planters.
- Tom - Asked for increased safety for electric bikes.
- Furniture to be placed all down the Parade to Shorland Park.
- Two tone of lighter paver darker paver to indicate shared space.
- Library - raising planter with tree with timber seating, and an area for kids chalk drawing area.
- Highlighted main area, more planting. Mural around toilet block. Kids play area, Bespoke seating plus bins.
- Putting together a brief for the mural.
- Spaces being connected with bands, and perhaps some quotes or shipnames to connect to Island Bay. Give a laneways feel.
- Sally / Fleur / Fran - Concerns raised about children chalk play area by traffic - this to be rethought. Activities are good however. Chalk board is good.
- Pat / Fran - Tree by the toilet is dark - can be trimmed up and open up? Tree uplighting?
- Fleur - Paving - will this come from a separate budget? Brennan - This is part of the Parade Safety improvement project. Paving can be more permeable to reduce flooding, but this is costlier. Driveways leads to sinking. Small pebbles?
- Two metre clearance in front of shops for accessibility, then spill space for coffee tables, signage etc.
- Now taking for final feedback from working group. All will be integrated with Parade Safety improvements so delivered together.
- Putting together briefs for two murals. New World mural is now out of scope. But have talked with Neill and Jo from Arts Trail, and will look to over and upgrade mural. Buildings in the area can apply for funding. Noted it was more around strengthening than murals.

- Can pedestrian laneway be improved with lighting? Also by Bluebelle toward New World? Fence encroaching on laneway.
- Mana whenua contacted, but have not responded. Ngati Toa said interested but have not heard anything further.
- Following ram raid - extra curb plus planters. If project wants to make this a priority it would require further thinking.
- Low maintenance planting scheme for planters and ground beds.

Action

Brennan and Patrick to take into account feedback and along with final feedback from the working group.

Parade Upgrade Road safety improvements implementation: Brad Singh

Initial stages complete eg. concrete buffers southern end. Northern end nearly complete, just some weather delays due to wet winter. Should be done in next couple of weeks. Town centre will then be next focus. September taking up some traffic resolutions e.g. businesses who have requested changes to parking - going before Council. Town centre is being aligned to the Parade Upgrade - will all being taken up together with the Parade upgrade later this year.

Tom - thanks Brad for responses to his email. Width of gutter sweepers - gutters increasingly full of leaves. Makes the cycleway more dangerous. Concrete buffers are leaking water which is causing staining. Doesn't look good, may suggest a problem.

Brad - street sweeping is on a regular frequency but this has changed this year due to increased wind and rain leading to more debris. Cycleways have been treated as roads so far but now purchasing mechanical footpath sweepers for these. At present treating streets as we usually do, but waiting to see if this is required on a more regular basis. Want to get balance right to not waste money, operating at a complaint basis at present.

Fran - shrub growing in gutter by Medway. Wasn't dealt with by Council, so was dealt with by local businesses with shovels. Went out before last downpour as well to prevent flooding. Need to clear shrubs and other debris.

Brad - at present the large mechanical sweeper can't get into the gutters. Need these smaller footpath sweepers with regular schedule.

Action

Community Survey Update: Sonya Cameron

59 responses so far. Being promoted at schools, churches, community centre. Poster still being completed then will be distributed. Older population having difficulties - library is available to help.

Could do a competition? Could run facebook ads? Council promotion?

Action
Sonya to coordinate with members: Agreed to do facebook ads and a competition to support participation - Pat 2 x double movie vouchers, Fran - White Room 2 x \$10 vouchers.
Any Other Business
Nil
Date and time of next meeting
5 September 2022, Island Bay Community Centre, 7-9pm.

Action running sheet

Date	Actions	Who	Status
	Upgrade the unsubscribe function on the mailchimp account	Jelle	OPEN
	Progress the comms plan	Ben	OPEN
1 Aug	Register people on the IRD account	Jeff	OPEN
1 Aug	Advise if we have seen the climate change adaptation letter from Owhiro Bay and what is happening about it.	Sheila	OPEN
1 Aug	Advice on KPIs or evaluation of the cycleway performance	Brad	OPEN
1 Aug	Advise whether we can get a mechanical street sweeper through on a more regular basis	Brad	OPEN
1 Aug	Notice about support for people with rare diseases in our newsletter	Jeff	OPEN
1 Aug	Talk to the police and find out who our community police contact is with responsibility for this area, and how they patrol the area, plus for an update on the ram raid.	Pat	OPEN
1 Aug	Organise Facebook ads and a competition to encourage involvement in the survey	Sonya	OPEN

4 July	Export the membership database of IBRA members and share with the Committee.	Fran	Open
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4 July	Update Nomination Form on the AGM Information Sheet	Catherine	Open
4 July	Progress the online voting option for the next AGM	Ben & Sonya	Open
4 July	IBRA to encourage public support and engagement in the WCC elections up to 7 October.	Comms team	Open
4 July	A message to be added to the IBRA website indicating interest in and support for people in Island Bay managing rare diseases.	Jeff & Comms team	Open
13 June	Confirm requirements for minor changes to constitution	Catherine	Open
13 June	Consider any major changes to constitution to be tabled at next AGM	All	Open
2 May	Put together a budget of operating costs for this and future committees.	Jelle	Open
2 May	Share the draft comms strategy for feedback	Ben	Open
AGM	Consider size of the Committee	Sheila	Open

* Items that are crossed out will be removed following the next meeting