

Agenda for a meeting of the Onewhero-Tuakau Community Board to be held via Audio Visual Conference on **TUESDAY, 7 JUNE 2022** commencing at **6.00pm**.

Information and recommendations are included in the reports to assist the Board in the decision-making process and may not constitute Council's decision or policy until considered by the Board.

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

3. DISCLOSURES OF INTEREST

The register of interests is no longer included on agendas; however, members still have a duty to disclose any interests under this item.

4. CONFIRMATION OF MINUTES

Meeting held on Tuesday, 26 April 2022.

5. PUBLIC FORUM

6. REPORTS

6.1	Police Update	Verbal
6.2	Waka Kotahi Update - SHI Papakura to Drury Project	15
6.3	Community Board Charter Review	29
6.4	Works, Actions & Issues Report: Status of Items	36
6.5	Discretionary Fund (DF) Report	52
6.6	Waikato District Council Executive Update	Verbal
6.7	Chairperson's Report	Verbal
6.8	Councillors' Report	Verbal
6.9	Community Board Members' Report	Verbal

GJ Ion
CHIEF EXECUTIVE

To | **Onewhero-Tuakau Community Board**
Report title | **Confirmation of Minutes**

1. Purpose of the report
Te Take moo te puurongo

To confirm the minutes for a meeting of the Onewhero-Tuakau Community Board held on Tuesday, 26 April 2022.

2. Staff recommendations
Tuutohu-aa-kaimahi

THAT the minutes for a meeting of the Onewhero-Tuakau Community Board held on Tuesday, 26 April 2022 be confirmed as a true and correct record.

3. Attachments
Ngaa taapirihanga

Attachment 1 – OTCB Minutes, Tuesday, 26 April 2022

Date:	7 June 2022
Report Author:	Grace Shaw, Democracy Advisor
Authorised by:	Gaylene Kanawa, Democracy Team Leader

Minutes for a meeting of the Onewhero-Tuakau Community Board (OTCB) held via Audio Visual Conference on **TUESDAY, 26 APRIL 2022** commencing at **6.00pm**.

Present:

Ms C Conroy (Chairperson)
Cr CA Eyre
Cr SL Henderson
Mr S Jackson
Ms K Ngataki
Mr VL Reeve (arrived at 6.36pm)
Mrs BI Watson

Attending:

Mr T Whittaker (Chief Operating Officer)
Mr R Bayer (Roding Team Leader)
Ms G Shaw (Democracy Advisor)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Ms Conroy/Cr Eyre)

THAT the Onewhero-Tuakau Community Board:

- a. accepts the apology for non-attendance from Mr Lovatt; and
- b. accepts the apology for lateness from Mr Reeve.

CARRIED

OTCB2204/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Ms Conroy/Cr Eyre)

THAT:

- a. the agenda for the meeting of the Onewhero-Tuakau Community Board held on Tuesday, 15 March 2022 be confirmed, with all items therein being considered in open meeting; and
- b. all reports be received.

CARRIED

OTCB2204/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Mr Jackson/Cr Eyre)

THAT the minutes of the meeting for the Onewhero-Tuakau Community Board held on Tuesday, 1 February 2022 be confirmed as a true and correct record, subject to the following amendment:

CARRIED

OTCB2204/03

REPORTS

Subdivision 0072/21 Create Developments Ltd, 666 Onewhero-Tuakau Bridge Rd, Onewhero – Proposed Road Name List
Agenda Item 6.2

The report was received [*OTCB2204/02 refers*] and the following discussion was held:

- The report outlined details of the road naming process and sought a discussion to ascertain if the Board was willing to accept staff recommendations.
- The Board queried how suggested road names were created and/or received by Council.
- A list of suggested road names suitable for posting within the development had been prepared by Create Developments Ltd and reviewed by staff.
- Community Boards could identify names they would like to be utilised in their district. The developer then has the option of selecting those names. Additionally, if the Board provides strong reasoning for the adoption of a specific name, or names, then it would be acceptable for the developer to consider and approve those suggestions (unless there is a strong reason to exclude a particular name).
- According to Item 5.4 of the report, local Iwi had been included in the consultation group as part of the road naming process. The Board queried which Iwi/who had been included in the consultation process.
- Road names must meet New Zealand Post requirements.
- It was suggested the Board holds a workshop on road naming, including the local Marae for input of names that could be suggested to developers. Members felt this would be useful given several new subdivisions are under construction in the area.

- Workshop would be important to ensure developers are provided with an appropriate list of names for the area and to ensure local Iwi have suitable opportunity for input.

ACTION: Staff to provide information/a report regarding which local Iwi had been included in the consultation group as part of the road naming process and how local Iwi were consulted (e.g., an outline of the process and the extent of involvement).

ACTION: The Board to hold a workshop on road naming and will include the local Marae/s for input (local Iwi from the broader area to be invited – e.g., Onewhero, Tuakau, Port Waikato, etc).

Resolved: (Mr Jackson/Ms Conroy)

THAT the Onewhero-Tuakau Community Board approves the following three proposed road names submitted by the developer, Create Developments Ltd, for SUB 0072/21 666 Onewhero-Tuakau Bridge Road, Onewhero Road:

- **Kaipo Heights Drive**
- **Onehua Lane**
- **Teitei Drive**

CARRIED

OTCB2204/04

Subdivision 0003/19 19 Dominion Road, Tuakau – Proposed Road Name List
Agenda Item 6.3

- The Board felt it would be worth reviewing and updating the Revised Tuakau Community Board Road Names List (6 May 2019) which was provided in the report.
- If historical family names are used in the road naming process, it is important they were linked to areas where there was some connection to those names. Therefore, the more information that can be ascertained around suggested names, the more useful the information would be to developers.
- Local Iwi would be invited to the road naming workshop. Iwi from Port Waikato could also be invited (for the broader area – Onewhero, Tuakau, Port Waikato, etc.). The Board would keep a record of suggested names, including contact details for each group who has contributed.
- It was suggested a brief description outlining the significance of each proposed road name/why it would be meaningful to the development (one paragraph) be provided during the workshop.
- The Mana Whenua Forums update may provide some guidance regarding which individuals/groups are most appropriate to consult with.

Resolved: (Mr Jackson/Ms Conroy)

THAT the Onewhero-Tuakau Community Board approves the following proposed road name submitted by the developer for SUB 0003/19 19 Dominion Road, Tuakau Road I:

- **Will Cooper Way**

CARRIED

OTCB2204/05

Resolved: (Mr Jackson/Ms Conroy)

THAT the Onewhero-Tuakau Community Board holds a workshop to update the Revised Tuakau Community Board Road Names List (6 May 2019).

CARRIED

OTCB2204/06

Works, Actions & Issues Report: Status of Items March 2022

Agenda Item 6.4

The report was received [*OTCB2204/02 refers*] and the following discussion was held:

Lighting at Port Waikato

- It was advised a report would become available at the end of April 2022.

George Street/Buckland Road corner

- Construction was set to commence in October or November 2022 (the next construction season).

Speed Bend on Jellicoe Avenue, Tuakau – to be installed

- Concern that this corner was cut by motorists travelling in either direction.
- Proposed that a small traffic island be installed around the bend. The bend may require a speed sign.
- A Board member expressed the view it would only be a matter of time until an accident occurred on that corner.
- Staff would be reluctant to install an island around the corner as it might trigger claims from the public regarding tyre damage, etc.

ACTION: Staff would investigate the options available to address safety concerns at the speed bend on Jellicoe Avenue, Tuakau.

Tuakau Pool Upgrade Project

- Site meeting would take place in May 2022. Progress was being made on this project.

Tuakau Youth Centre Building Project

- The Community Led Development Team was to meet with the Tuakau Youth Group after the school holidays. An update would likely be provided at the next Board meeting.

Rubbish in the Tuakau CBD

- An audit is expected to be completed by the end of June 2022. A contractor was engaged to undertake this piece of work, however, there had been delays resulting from COVID-19.

St Stephen's Road Carpark

- This project was moving forward.

Speed on the Tuakau Bridge-Port Waikato Road

- Accident data had been provided to the Board (attached to the agenda).
- Changes in road markings were correlated with a significant drop in vehicle accidents. Thus, there was no reason to change the speed limit at this site. This decision was supported by accident data.
- There had been regular anecdotal accounts of vehicle accidents on this road, these often go unreported.
- There had been a proposal to reduce the speed limit around local Maraes. Council would report back to the Board with further detail.
- Need to take farmers reports/accounts of vehicles crashing through their fences into consideration. Overall, Council needs to consider a wide range of data.
- The Police confirmed there had been a reduction in speed because of the new road markings.

- It was suggested wandering livestock could contribute to some vehicle accidents on this road.
- Some drivers would continue to ignore signage, road markings, etc., regardless of the placement and/or frequency of roading messages, signage, markings, etc.
- Sometimes anecdotal evidence could contradict the data provided.
- It was queried whether Council could get feedback from the community regarding the safety of this road through the Blueprint Project.
- Data confirmed there had been four (4) fatal accidents, 16 serious injury accidents and 78 minor injury accidents on this road over a ten (10) year period.
- Need to look at vehicle kilometres travelled.
- Staff would provide the Board with traffic count data regarding the average operating speed on Tuakau Bridge – Port Waikato Road prior and post the addition of yellow road markings and may revisit conversations with the Police.

ACTION: Staff to provide the Board with information regarding speed limits around local Maraes in Onewhero/Tuakau.

ACTION: Staff to provide the Board with traffic count data regarding the average operating speed on Tuakau Bridge – Port Waikato Road prior and post the addition of yellow road markings.

West Street Carpark

- The West Street Carpark Project Manager would follow up with Mr Jackson around the possibility that this project could be wrapped up with the St Stephen Road carpark project. To wrap it up into works that have already been contacted.

ACTION: The West Street Carpark Project Manager would follow up with Mr Jackson around the possibility that this project could be wrapped up with the St Stephen Road carpark project.

Port Waikato Blueprint

- A public workshop would be held on 3 May 2022.

Public Toilets at the Alexandra Redoubt Reserve

- It was suggested that the toilets at the bottom of the Alexandra Redoubt Reserve be redeveloped instead of installing new sustainable toilets at this stage.

- Idea of the green/sustainable toilets is something to be considered for the future.

Resolved: (Mr Jackson/Mr Reeve)

THAT the Onewhero-Tuakau Community Board supports an upgrade of the Tuakau Domain Toilets.

CARRIED

OTCB2204/07

ACTION: Staff to provide the Board with an update regarding an upgrade of the Tuakau Domain toilets (instead of a new sustainable/green toilet project that was initially proposed).

Buckland Rd Development Park – Concept Planning and Engagement

- A concept plan was underway for the Buckland Rd Development Park and there had been engagement with the community board.
- Board was interested to understand details around the concept plan.
- Traffic assessments had suggested that the intersection on Elizabeth Street, George Street and Escott Way would cope with additional traffic resulting from the new development, but updated evidence had suggested this was not the case.
- There had been an additional development at the other end of Elizabeth Street (towards the high school), which also had an impact on this intersection.
- The issue would escalate once the developments were completed, so must be addressed sooner rather than later.
- Traffic assessments in this area should be forward looking (considering the potential impact of new developments).
- Future roading analysis would take the Board's concerns into account.

ACTION: This issue was to be transferred to the Roothing Team for reassessment.

ACTION: Board interested to understand any available details regarding the concept plan for Buckland Road Park. Staff to provide an update/status report around what is proposed for the development of this park. The Board would like as much information as possible, including entrance/s to the park, its impact on the community, etc.

Les Batkin Reserve

- Les Batkin Reserve was a work in progress. It could take up to two years to complete.

ACTION: This item was to be closed and removed from the report..

Liverpool Street Carpark Area

- There had been concerns the Liverpool Street Carpark was being used inappropriately.
- It is a Council asset, so at some point Council will work through what the potential uses of it could be.
- Any conversation regarding the future of this piece of land will be held with the community.
- Council would be undertaking a stocktake of Council owned land across the district to enable the potential for future strategic projects.

Review of Pedestrian Crossing in Tuakau main street

- No update.

Onewhero Village surveillance cameras

- No update at this stage. There would likely be an update at the next Board meeting.

Review of Community Board Charter

- A point was raised that it is wise to have a new Board to review the charter.
- It was decided the Board would look at the Review of the Community Board Charter at its next meeting.
- There may be an opportunity for the community board to come up with a list of suggestions regarding its role and delegations leading up to the next triennium.

ACTION: The Community Board Charter review is to be added to the next agenda for discussion. Democracy Team Leader would be required in this discussion.

Planned Works for the Onewhero-Tuakau Community Board's area

Community Projects Team – Project Update

Sunset Beach Toilet

- No new update

Maraetai Bay Playground Update

- No update.

Tuakau Skatepark

- Progressing as it should.

Tuakau Aquatic Centre

- An update would be provided at the next Board meeting.

Lightbody Reserve Carpark

- No update

St Stephen's Carpark

- Discussed earlier in the agenda.

Lightbody Reserve Courts Resurfacing

- Was still in its planning phase

Tuakau Memorial Hall Flooring Recoating

- Flooring upgrade received positive feedback.
- New fridge had been installed; however, its door opens the wrong way. Council would investigate options and follow up.

ACTION: Staff to follow up regarding the fridge door at Tuakau Memorial Hall (the door opens the wrong way) and report back to the Board with an update.

Harrisville Bridge Replacement

- This project has been approved in principle; however, the design won't be finished within the next six months. It will be built in the next financial year.
- Community consultation will be required as that area may need to be closed for weeks or months and may impact on traffic.

- The Board agreed that any measure involving a diversion will require community input.
- The project is funded by NZTA and Council.

Discretionary Fund Report to 1 March 2022
Agenda Item 6.5

The report was received [*OTCB2204/02 refers*] and discussion was held on the following matters:

- The Board has received an invoice for \$6,630.44 from Belgravia Health and Leisure Group but is still awaiting an invoice for \$3,222 for the 2020/21 swimming season. In the absence of receiving this invoice, it would be removed from the Discretionary Fund report.
- Flowers commemorating the passing of Bob McLeod, Raglan Community Board member (\$120.00 incl GST) had been purchased by the Chair. She had been reimbursed by Council; therefore, the item can be transferred from commitments to expenditure.
- Mr Reeve paid a donation of \$100 to the Breast Cancer Foundation (online) in memory of Mrs Hillary Harry. Mr Reeve would forward an invoice to Democracy for reimbursement.

Third Quarter Service Request Report to March 31 2022
Agenda Item 6.6

- The Chair noted that Tuakau had two dog welfare cases of immediate threat to life. It was queried if this was a threat to human life, or to the dogs. Council will clarify and provide the Board with a response.

ACTION: Staff to confirm if two dog welfare cases (immediate threat to life) in the Third Quarter Service Report, were referring to threat to human life or to dog life and provide a response to the Board.

Waikato District Council Executive Update
Agenda Item 6.7

The Chief Operating Officer noted the following matters:

- Council had still been experiencing COVID in the workplace and had been challenged by the availability of staff. COVID-19 had been quite disruptive, but Council had good systems in place to ensure staff could work remotely.
- Effects of COVID-19 had extended to contractors, the provision of physical works – all aspects of Council had been affected by the pandemic.
- Delivery of projects had also been impacted by COVID-19.
- Significant reform was happening within Council – e.g., the RMA reform, the district plan process, etc. Government continues to enforce directives which affect Councils. These can be disconnected with the needs/abilities that must be considered as part of local government service/project delivery.
- Council was undertaking work to improve engagement and voting numbers amongst residents.
- After the elections later in the year, there would be a new Mayor as the current Mayor would be stepping down.
- Note the importance around induction of new community board members into the business of Council.

Chairperson's Report
Agenda Item 6.8

The Chairperson noted the following matters:

- The Chair thanked and acknowledged the effort and work that Mrs Watson dedicated to the local ANZAC Day ceremony. She noted that significant work goes into these projects behind the scenes.
- The Chair would investigate having more people to help with the arrangements in the future.
- She had attended the Land Management workshop and appreciated having the option to attend via Zoom. Attending workshops via Zoom removes barriers for those from across the district to attend.
- Chairing community board meetings via Zoom also had its upsides.

To | **Onewhero-Tuakau Community Board**
Report title | **SH1 Papakura to Drury Project Update**

1. Purpose of the report
Te Take moo te puurongo

To update the Onewhero-Tuakau Community Board on the SH1 Papakura to Drury project.

2. Staff recommendations
Tuutohu-aa-kaimahi

That the Onewhero-Tuakau Community Board receives the SH1 Papakura to Drury project update.

3. Attachments
Ngaa taapirihanga

Attachment 1 – SH1 Papakura to Drury Project Update – Onewhero-Tuakau Community Board, 7 June 2022

Date:	7 June 2022
Report Author:	Jenni Wild, Senior Advisor Communication and Engagement Waka Kotahi NZTA
Authorised by:	Sue O’Gorman, General Manager Customer Support

SH1 Papakura to Drury project update

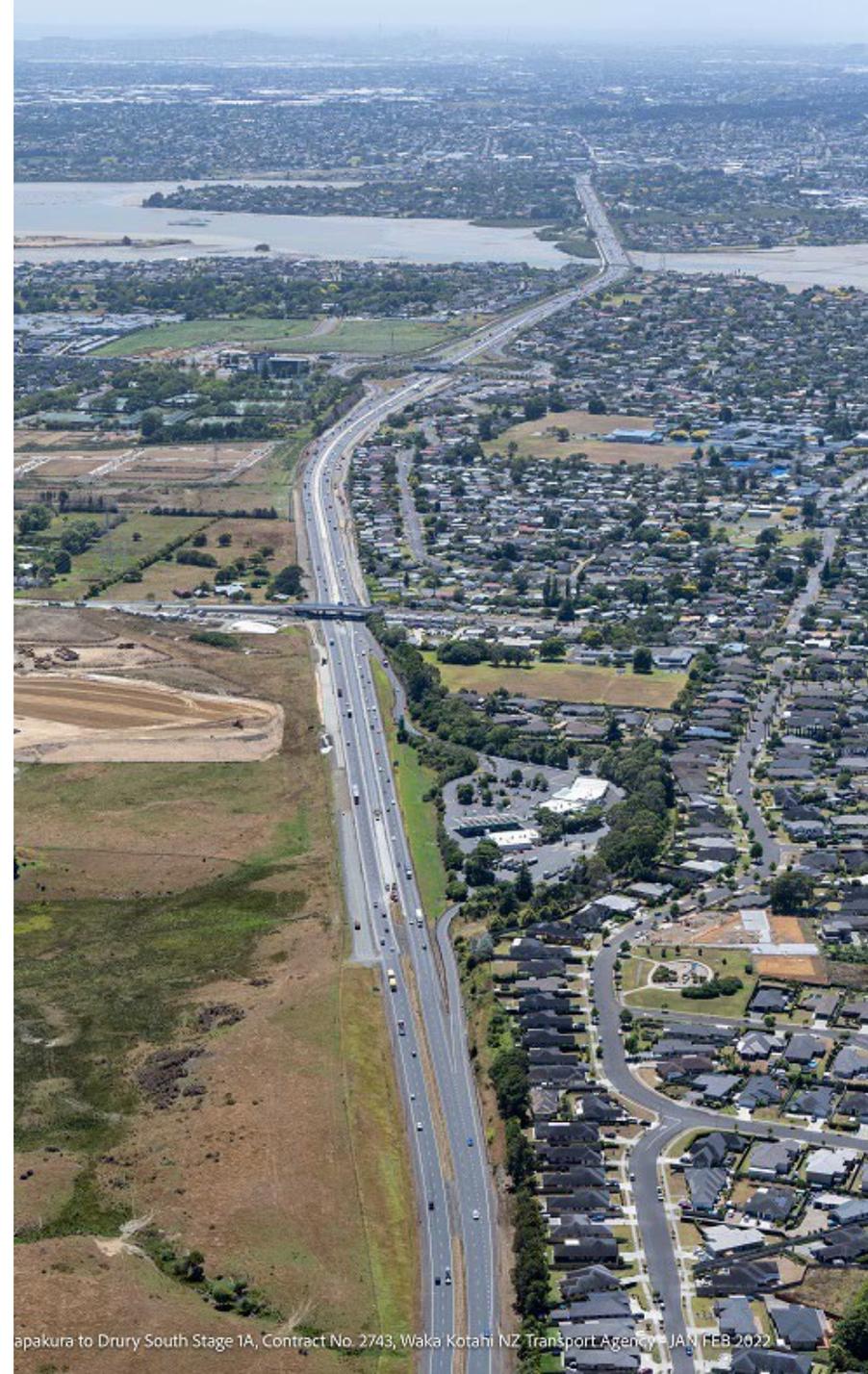
Onewhero-Tuakau Community Board
7 June 2022



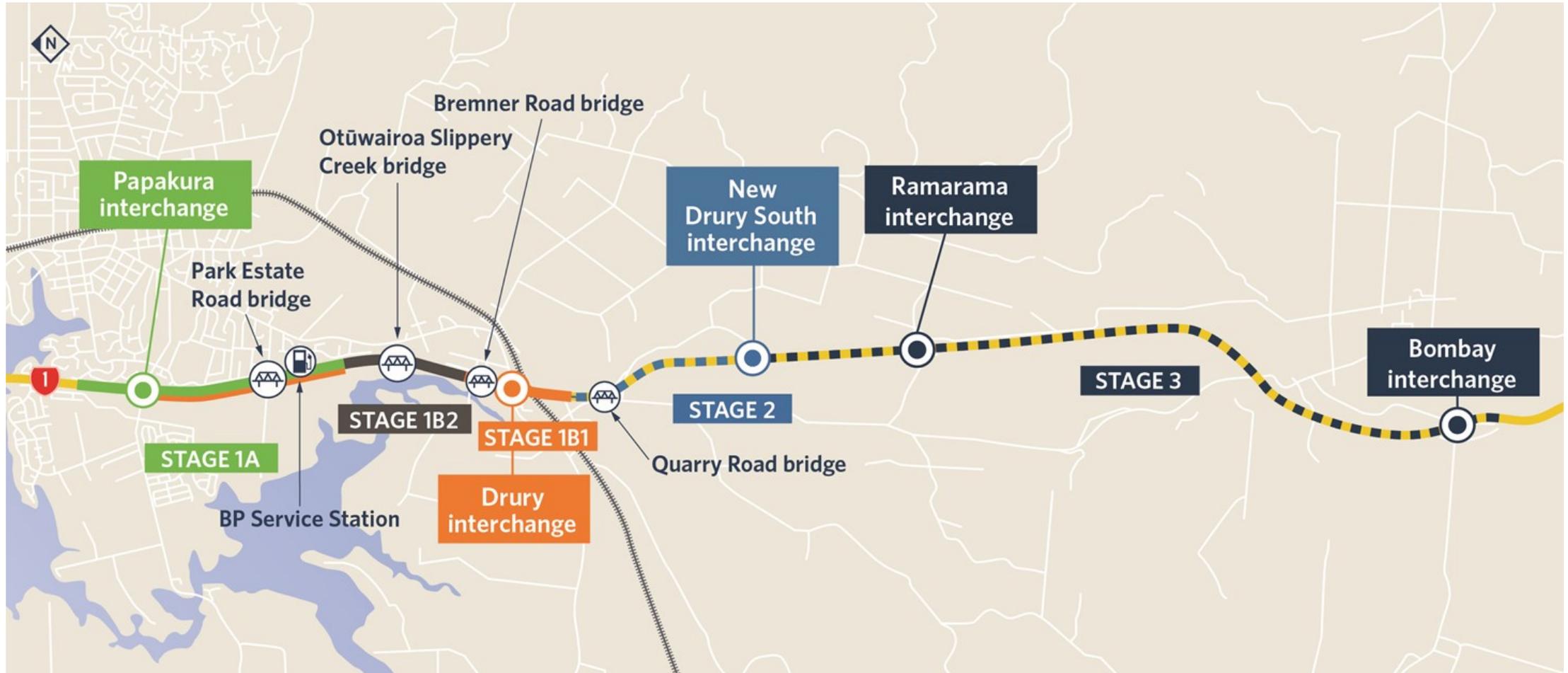
SH1 Papakura to Drury

Project overview

- A \$655 million project being delivered as part of the NZ Upgrade Programme.
- Supports growth in South Auckland with improved highway access, safety, resilience and capacity between Papakura and Drury interchanges.
- Includes an additional lane in each direction; wide shoulders for future bus services; a 4km shared walking and cycling path with connections into local roads; interchange improvements; improved access across SH1; improved safety, environmental and amenity features.
- Being consented in three stages and constructed over the next five years.



Project Stages



Stage 1A - Construction¹⁹ progress

Motorway widening and noise walls

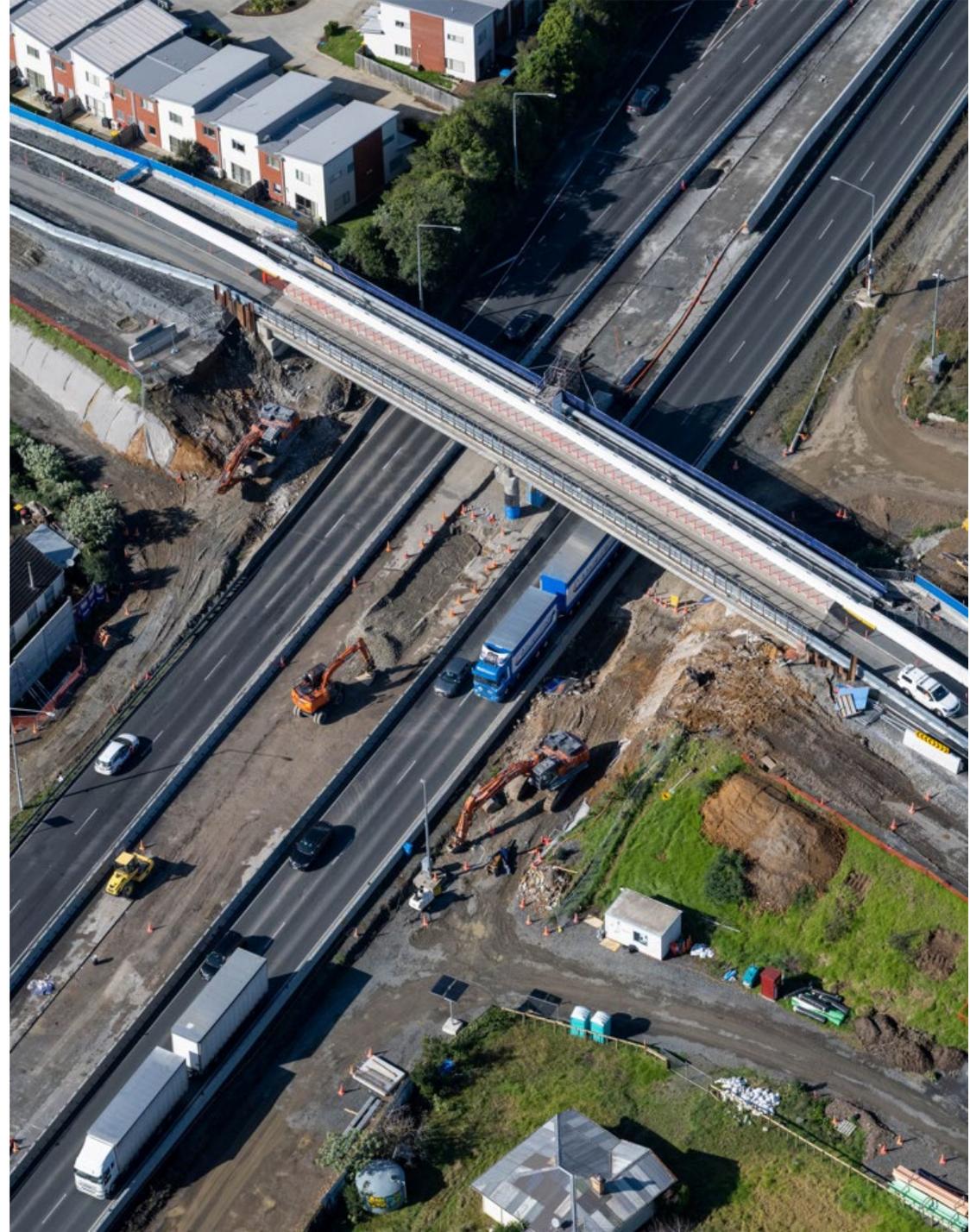
- Central median permanent concrete barrier installation continuing
- Two Noise Walls eastern side of motorway nearing completion
- Southbound Pavement Widening continuing
- Three retaining walls under construction on the Northbound side of the motorway
- Forward works are underway to build a second, southbound on-ramp at Beach Road



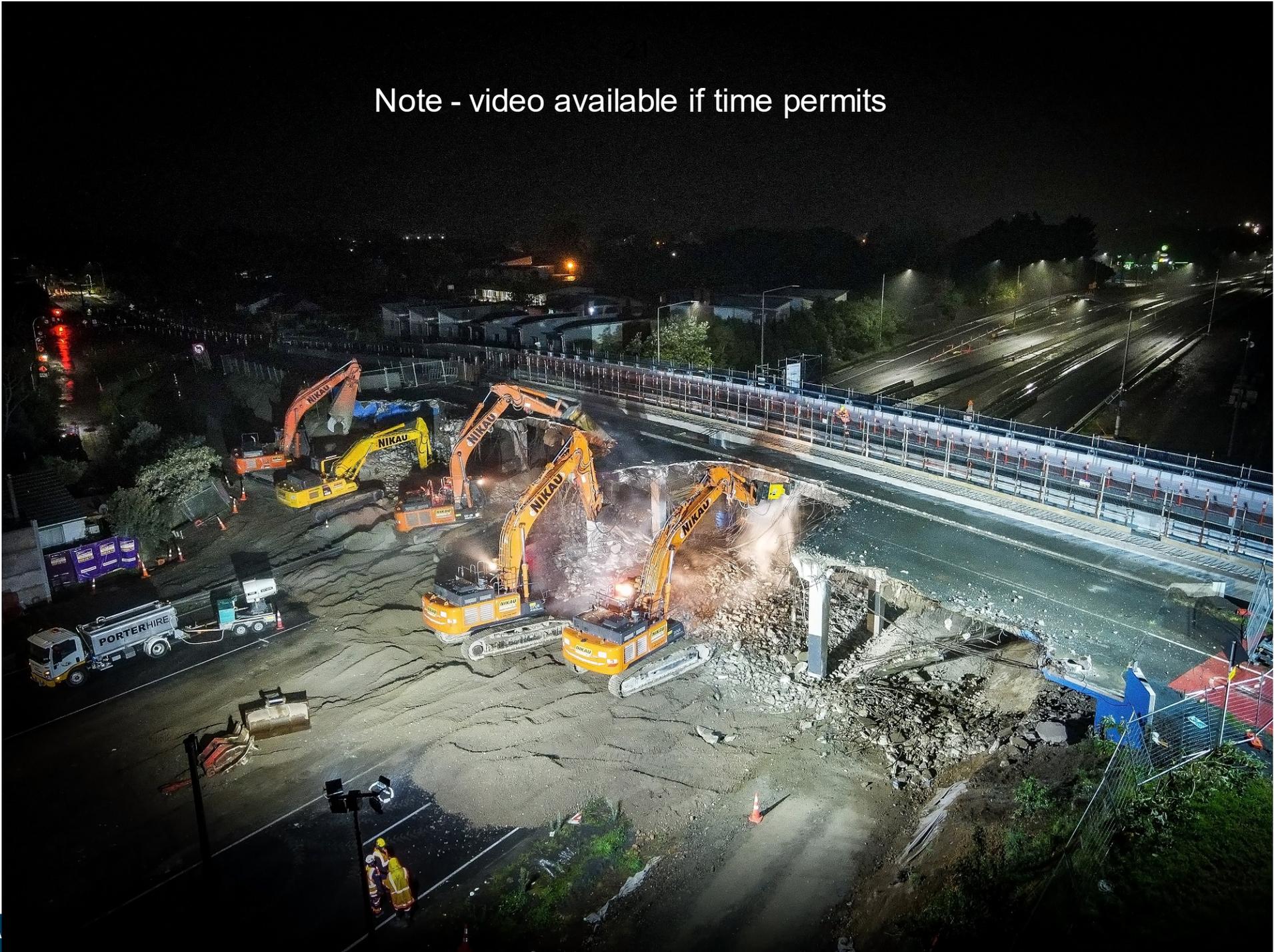
Stage 1A – Construction progress

Park Estate Bridge

- Traffic switched onto new southern half of bridge on 15 May
- Old bridge demolished overnight on 21 May
- Piling on central pier of new northern half has commenced
- Completion of bridge expected at end of 2022
- Services and pavement works commenced on northern side of Park Estate Road.



Note - video available if time permits



Stage 1B1 - NIMT bridges

- Karaka Reserve work site established and crane pad built
- Flanagan Road common service trench completed, road realignment underway
- Piling scheduled to commence in August on the first of three replacement motorway bridges being built in advance of main Drury interchange works.



Stage 1A – coming up*

**timeframes subject to change*

- Commence Papakura Interchange main works
- Complete Central Median works including asphaltting in preparation for Phase 2 (of 4) traffic switches
 - southbound vehicles will be switched into these two lanes currently being built, ~late August 2022
- Regular night works requiring closure of one side of the motorway to continue through to Phase 2 traffic switch
- Community open day being held at Papakura on Saturday 18 June, 10am to 2pm (venue TBC).



Stage 1B2 update

- Being consented separately to allow time to consider impact on identified site of cultural significance (Ōpaheke / Oopaheke) spanning both sides of SH1
- Working closely with iwi on environmental planning and design through this sensitive area
- Further round of affected landowner meetings being held in June
- Consent application expected to be lodged in late 2022 under COVID-19 Recovery (Fast-track Consenting) Act 2020.



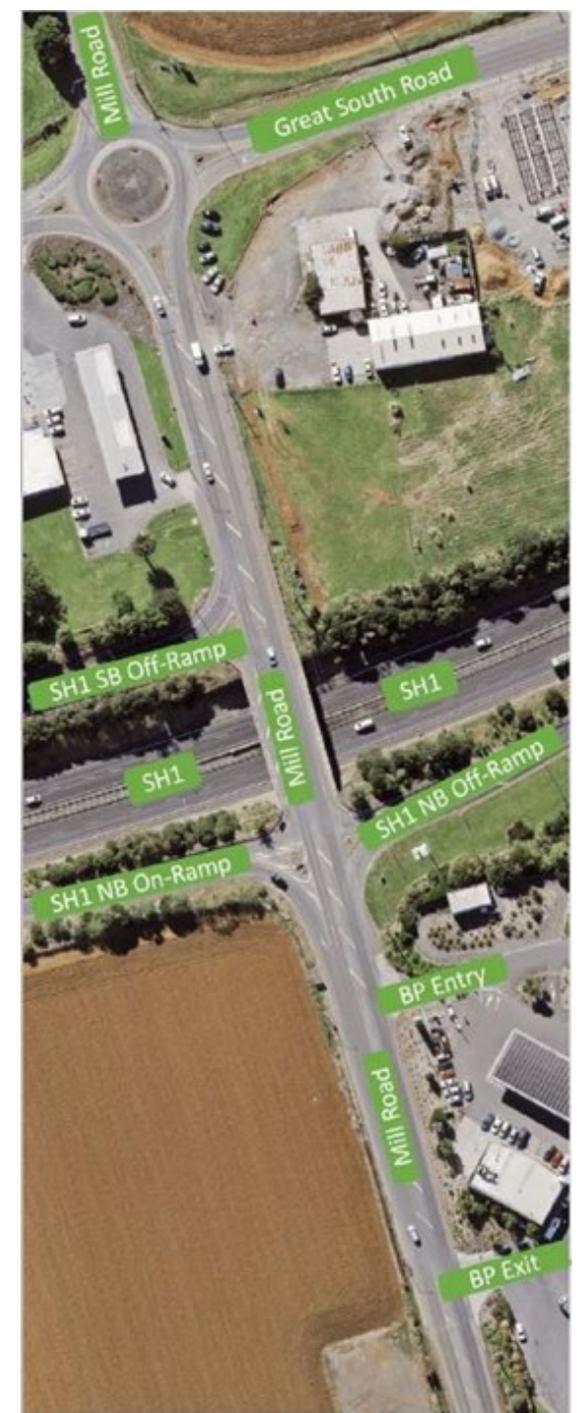
Stages 2 & 3 (Drury to Bombay) update

- Intention to lodge application in 2023 for Stages 2 & 3 route protection
- Currently working through design / land requirements
- Update sent to Stage 2 & 3 landowners about route protection process in March
- Expecting to meet with affected landowners in July/August to discuss design and potential property impacts.



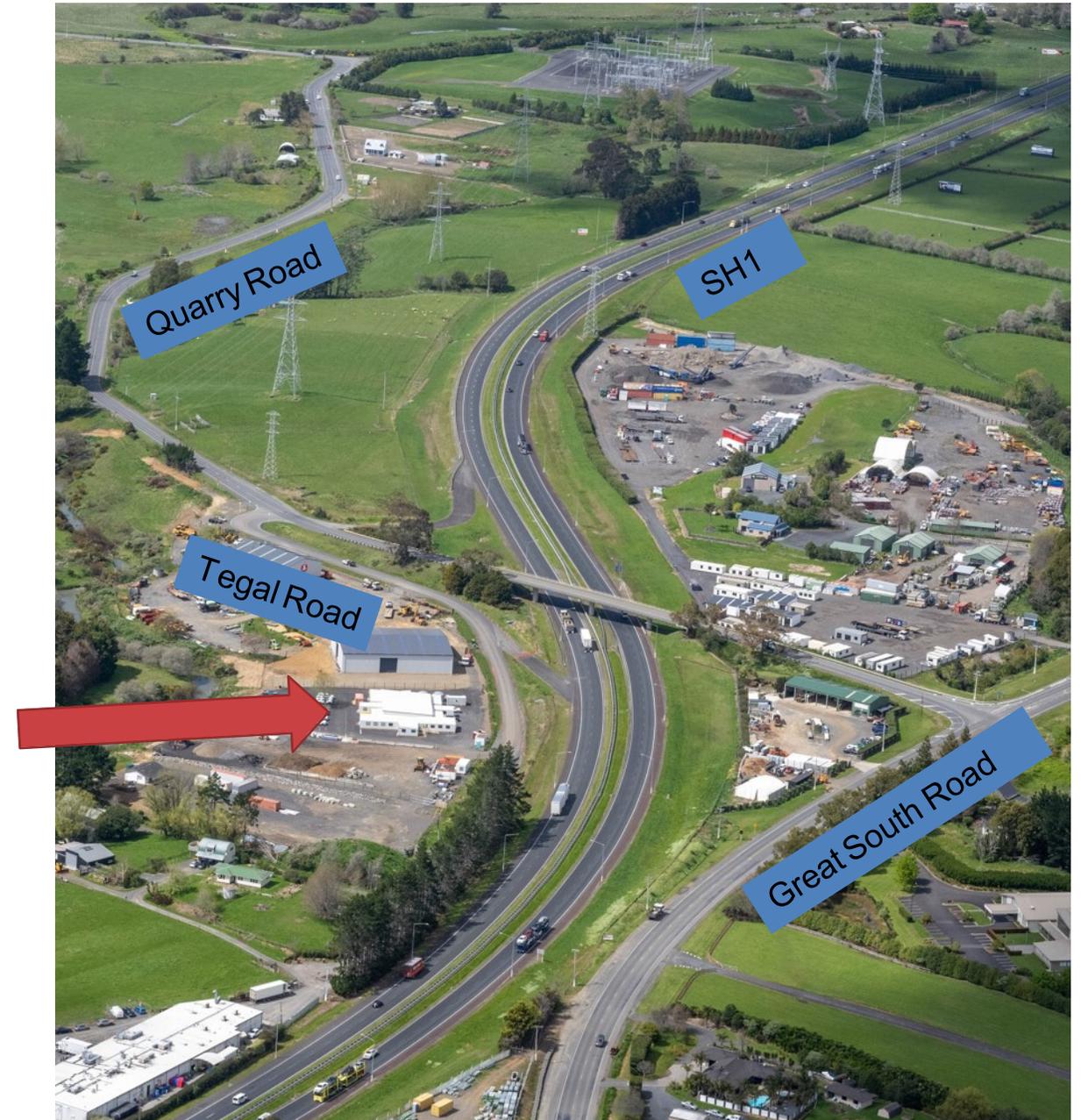
Bombay Interchange

- Signalisation (traffic lights) at Bombay Interchange being investigated as an interim measure ahead of longer term improvements
- Modelling undertaken shows traffic signals will provide safety benefits but still experience queues at peak times
- Concept design developed in conjunction with AT and BP includes signalling ramps and BP exit
- Topographical survey; review of existing utilities; and review of stormwater treatment requirements being undertaken to inform likely construction costs.



Project contacts

- Website: www.nzta.govt.nz/p2b
- Email: p2b@nzta.govt.nz
- Phone:
 - 0800 741 722 – general queries
 - 0800 796 796 – construction queries
- Project site office: 25 Tegal Road, Drury (off Quarry Road)
- Site office open by appointment under current Orange setting.





Questions?

To	Onewhero-Tuakau Community Board
Report title	Community Board Charter
Date:	7 June 2022
Report Author	Gaylene Kanawa, Democracy Team Leader
Authorised by:	Sue O’Gorman, General Manager Customer Support

1. Purpose of the report

Te Take moo te puurongo

The purpose of this report is to seek feedback from the Board on the current Community Board Charter.

2. Executive summary

Whakaraapopototanga matua

The Charter for each Community Board sets out the roles and responsibilities of the Community Board, and how the Council and Community Board will work together. This includes the delegations from the Council to the Community Board.

The current Community Board Charters will be reviewed by the Council in the near future. To this end, it would be helpful to understand the Community Board’s views on the current charter.

3. Staff recommendations

Tuutohu-aa-kaimahi

THAT the Onewhero-Tuakau Community Board provide staff with feedback on the current Community Board Charter for review by the new Council in October 2022.

4. Background

Koorero whaimaarama

Every triennium the Community Board Charters are reviewed by Council and updated Charters are provided once the Council have determined their governance structure. It was anticipated that Council would do a mid-term review of the Charters in 2021, however this was delayed due to the Representation Review along with COVID-19 lockdowns.

As the elections are approaching it would be appreciated to receive feedback from the existing Community Boards on what changes they believe should occur to the Charters. To this end, this report attaches the existing Charter and requests feedback from each Community Board by the end of June 2022.

5. Next steps

Ahu whakamua

Council staff will collate the feedback from the five (5) Community Boards for consideration by Council for review/amendment.

Once the new Council has determined their governance structure they too will advise of any further amendments/changes required to the Community Board Charters for the 2022-2025 triennium.

6. Attachments

Ngaa taapirihanga

Attachment 1 – Onewhero-Tuakau Community Board Charter

Community Board Charter

Policy Owner	Chief Executive
Approved By:	Policy & Regulatory Committee
Resolution Number	WDCI310/23
Effective Date	October 2013
Next Review Date:	October 2016

COMMUNITY BOARDS

Pursuant to Schedule 7 Clause 32 of the Local Government Act 2002 and recognising the role of Community Boards as defined in section 52 of that Act, the Waikato District Council delegates responsibilities, duties and powers to the Huntly, Ngaruawahia, Onewhero-Tuakau, Raglan and Taupiri Community Boards as follows:

- i) To liaise as necessary with any appointed Hall Committee to ensure that hire rates and charges are set for Council-owned halls and community centres within their Community Board area.
- ii) To consider applications for, and to distribute Discretionary Fund grants within their Community Board area, in a fair and equitable fashion.
- iii) To grant exemptions from Council bylaws for areas within their jurisdiction, where those bylaws so provide for an exemption or variation by consent of Council.

Pursuant to Schedule 7 Clause 32(3) of the Local Government Act 2002, any sub-delegation of these responsibilities, duties and powers by Community Boards is hereby expressly prohibited except the power to appoint sub-committees of management to administer Council-owned halls and community centres within their Community Board area.

The following Charter applies to all Community Boards.

COMMUNITY BOARD CHARTER

I Purpose

- I.1 The _____ Community Board (the Community Board) is set up by the Waikato District Council (the Council) to assist Council in dealing with local issues in the community of _____.

2 Roles and Delegations

- (a) The Council's roles are:
 - (i) To give effect to local identity and preferences.
 - (ii) To make the local authority more responsive to the community's preferences and more accountable for their actions.
 - (iii) To increase efficiency.
- (b) The Community Board's role is to express the community's views on local issues to the Council. In order to achieve this, the legislative guidelines for the Community Board shall be as follows:

- (i) Represent, and act as an advocate for, the interests of its community.
 - (ii) The consideration of and reporting on of all matters referred to it by the Council or any matter of interest or concern to the Community Board.
 - (iii) Maintain an overview of services provided by the Council within the community of _____.
 - (iv) The preparation of an annual submission to the budgetary process of the Waikato District Council for expenditure within the community of _____.
 - (v) Communication with community organisations and special interest groups within the community of _____.
 - (vi) Make recommendations to the Infrastructure Committee on the disbursement of any Township Development Funds. The final decision rests with Council.
 - (vii) To disburse within the community of _____ the discretionary funds allocated by the Council as part of its Annual Plan or Long-Term Plan budget.
 - (viii) Any other function and duties as may be delegated from time to time to the Community Board by the Council.
- (c) Pursuant to Schedule 7 Clause 32 of the Local Government Act 2002 and recognising the role of Community Boards as defined in Section 32 of that Act, the Waikato District Council delegates responsibilities, duties and powers to the Huntly, Ngaruawahia, Onewhero-Tuakau, Raglan and Taupiri Community Board as follows:
- (i) To liaise as necessary with any appointed Hall Committee to ensure that hire rates and charges are set for Council-owned halls and community centres within their community board area
 - (ii) To consider applications for, and to distribute Discretionary Fund grants within their Community Board area in a fair and equitable fashion.
 - (iii) To grant exemptions from Council bylaws for areas within their jurisdiction, where those bylaws so provide for an exemption or variation by consent of Council.
- (d) Pursuant to Schedule 7 Clause 32(3) of the Local Government Act 2002, any sub-delegation of these responsibilities, duties and powers by Community Boards is hereby expressly prohibited except the power to appoint sub-committees of management to administer Council-owned halls and community centres within their Community Board area.

3 Membership of Community Board

- (a) The membership of the Community Board shall be as determined by the review of boundaries and membership procedure as set out in the Local Government Act 2002 and as confirmed prior to each Local Government Triennial Elections.

- (b) In line with representation reviews and any applicable Local Government Commission determinations, Councillor(s) elected in the Ward representing the Community Board area shall be Community Board members either by election or appointment. (Please note that the Local Government Commission determination does not permit both elected Councillors from the Awaroa ki Tuakau Ward to be appointed to the Onewhero-Tuakau Community Board).
- (c) The role of the appointed Councillor shall be the liaison link between Council and the Community Board, in particular accepting the responsibilities as set out in Clause 8 of this Charter.

4 Chairperson

- (a) The Community Board shall appoint a Chairperson from within its membership.
- (b) The Community Board shall appoint a Deputy Chairperson from within its membership.

5 Remuneration

- (a) Remuneration to individual members shall be as resolved by the Remuneration Authority in consultation with the Council and Community Board from time to time.
- (b) Community Board members must comply with current Council policies and procedures for submitting claim forms.

6 Meeting Procedures

- (a) The Community Board shall follow the general principles of the New Zealand Standards (NZS 9202:2003) Model Standing Orders including Amendment 1 for Meetings of Local Authorities and other public bodies.
- (b) At each Community Board meeting there shall be an opportunity for informal discussion on matters of mutual interest to the Community Board and the Council, not covered by an agenda item. This general forum will enable:
 - matters to be raised in order that, if the Council agrees, they may be the subject of a staff report for inclusion in the subsequent agenda
 - concerns with Council operations to be discussed
 - Ward Councillors to report back to the meeting on Council discussions and decisions
 - Community Board members to provide any relevant updates

7 Communication

The objective is to retain quality relationships between the Council and the Community Board and the Community Board and the public.

8 Responsibilities of Ward Councillors and Staff

The Council, through the Ward Councillor(s) and the staff, will ensure that:

- (a) The Community Board is consulted in the November/December period on requests for works or projects to be included in the following year's draft Annual Plan and/or draft Long Term Plan (whichever is applicable).
- (b) The Community Board is consulted by way of detailed presentation on the contents of the draft Annual Plan or draft Long Term Plan (whichever is appropriate) in sufficient time to allow the Community Board to make a meaningful submission to Council.
- (c) The Community Board participates in the prioritising of capital works projects in the Community Board area such as:
 - seal extension
 - street lighting upgrades
 - footpath development
 - roading upgrades
 - utilities works
 - playground works
- (d) The Community Board members will be presented with a report on a monthly basis detailing the next month's programme of works.
- (e) The Community Board will be consulted by way of a detailed presentation on major policy issues initiated by Council that have an effect on the Community Board area. The consultation and presentation will either be made prior to the public submission process to enable the Community Board to have input into draft documents, or be made in sufficient time to allow the Community Board to make a meaningful submission.
- (f) The Community Board members will be invited to participate in all community or roadside meetings held in the Community Board area on proposed works projects.

9 Responsibilities of Community Board Members

- (a) The Community Board members will contact the Ward Councillor(s), Chief Executive or General Managers prior to the Community Board meeting if sufficient detail is not available in the agenda to make the correct or appropriate decision.
- (b) The Community Board members will undertake or recommend to the Council promotion of local cultural, sporting and enterprise initiatives or community events.
- (c) The Community Board members will ensure that Discretionary Fund grants are distributed in a fair and equitable manner.

- (d) The Community Board members have a responsibility to be active members of the Community Board, adhering to relevant Council policies and procedures in the discharge of their duties.
- (e) The Community Board members will take part in any training or workshop sessions arranged by Council to promote a greater understanding of their role on behalf of the community so as to enhance performance.

10 Responsibilities of Council

- (a) The Council agrees to hold at least one combined workshop per annum, at which the Council will participate with all Community Boards in discussing issues of mutual interest and clarification will be given on future Council direction.
- (b) The Council may accept representations from the Community Board at its ordinary meetings on issues of significance contained within the Community Board Minutes.
- (c) The Council employs the Chief Executive and the Chief Executive employs all staff. The Chief Executive is accountable to the Council not to the Community Board.

To	Onewhero-Tuakau Community Board
Report title	Works, Actions & Issues Report: Status of Items June 2022

1. Purpose of the report **Te Take moo te puurongo**

The purpose of this report is to update the Onewhero-Tuakau Community Board on actions and issues arising from the previous meeting and works underway in June.

2. Staff recommendations **Tuutohu-aa-kaimahi**

THAT the Onewhero-Tuakau Works, Actions & Issues Report: Status of Items for June 2022 be received.

3. Attachments **Ngaa taapirihanga**

Attachment 1 – OTCB Projects-Issues-Activities and Actions June 2022

Attachment 2 – Road Naming Policy 2016

Date:	June 2022
Report Author:	Evonne Miller
Authorised by:	Sue O’Gorman, General Manager Customer Support

Onewhero-Tuakau Community Board Actions – June 2022

	Actions	To Action	Update/Response
1.	<p>Lighting at Port Waikato</p> <ul style="list-style-type: none"> Clarification was required as to whether the Board or Council would need to allocate funding for the quote received for the Port Waikato and Tuakau lighting reports. Questions raised what actions would result with proceeding with the report. The District Wide Lighting Review had been budgeted for in the Long-Term Plan. The Board expressed support for expediting the lighting reviews for Port Waikato and Tuakau. <p>ACTION: 26/04/2022 – Awaiting report which was to be available at the end of April.</p>	Service Delivery Roading/Ross Bayer	<p>June 2022: Report has been received and is being reviewed/edited prior to being finalised.</p>
2.	<p>George St/Buckland Road corner Council was still waiting for funding determinations from Waka Kotahi.</p> <p>ACTION: 26/04/2022 - This item to remain on the schedule pending completion of job.</p>	Service Delivery - Ross Bayer	<p>April 2022: Staff are working on this as NZTA have approved funding. Will not be completed this financial year. Likely date for changes October/November.</p>
3.	<p>Speed Bend on Jellicoe Avenue, Tuakau, to be installed.</p> <p>ACTION: 26/04/2022 – Staff to investigate the options available to address safety concerns at the speed bend on Jellicoe Avenue, Tuakau.</p>	Service Delivery, Gareth B	<p>June 2022: There has been no service request for this work, the Board were to contact the person to lodge a service request for us to investigate.</p>
4.	<p>Tuakau Swimming Pool Upgrade Project</p> <p>ACTION: 26/4/2022: This item to remain on the schedule. Site meeting taking place May 2022. Future updates will be in the Community Projects Update.</p>	Service Delivery Facilities Caroline Conroy Shaun Jackson	<p>June 2022: Update in Community Projects Update</p>

	Actions	To Action	Update/Response
5.	<p>Tuakau Youth Centre Building Project A funding application for \$50,000.00 would be required to move this project forward.</p> <p>ACTION: 26/04/2022 - This item to remain on the schedule. Community Led Development Team to meet with the Tuakau Youth Group. Update to be provided at the next Board meeting.</p>	Community Growth – Economic Development Advisor, Jason Marconi	<p>June 2022: No Updates.</p> <p>April 2022: Jason Marconi met with the Tuakau Youth Group Committee (March 21st) to gain an understanding of the project/funding requirements of the group.</p> <ul style="list-style-type: none"> • The existing plan is to add a covered, wooden deck to the front of their building at Lightbody reserve. • This plan would allow for the youth group to continue providing their program during inclement weather- currently they either cancel or relocate • This plan would only address current demand and does not future proof for any community growth. • It is also very difficult to engage the older youth (and potential leaders) as they need their own space separate from the youngsters and to allow for age specific activities • Jason is currently investigating whether it is possible to increase the building footprint in the domain concept/masterplan to accommodate a larger (new?) building. Once established I will meet with the Youth Group committee again to discuss which option they would like to proceed with.
6.	<p>Rubbish in the Tuakau CBD Existing rubbish bins in Tuakau required refurbishment.</p> <p>ACTION: 26/04/2022 – This item to remain on the schedule. Awaiting results of audit which is expected to take place at the of June 2022.</p>	Service Delivery, Jackie B	<p>No further updates until July/August 2022 – awaiting results of audit which is expected to take place in June 2022</p> <p>April 2022: This will not be looking at requirements for additional bins. It's only looking at current bins and those needing replacement/maintenance so a prioritisation process can be undertaken.</p>

	Actions	To Action	Update/Response
			<p>Any additional bins can be a subsequent project, but noting that would also need to be subject to budgetary constraints which are not just in my area i.e. funded variably by Roading (if roadside) or Community Connections (in reserves etc) or NZTA (if on highways).</p> <p>March 2022: Cushman & Wakefield will be conducting a litter bin audit of the district, covering where the bins are situated; the contractors emptying them and a condition assessment of the bins to prioritise a programme for replacement.</p>
7.	<p>St Stephens Road Car Park Staff to provide the Board with information on the St Stephens Ave carparking spaces.</p> <p>ACTION: 26/04/2022 – This item to remain on the schedule. Project is progressing.</p> <p>Future updates will be in the Community Projects Update.</p>	<p>Service Delivery Community - Niall McGrath</p>	<p>June 2022: The detailed design by Tonkin & Taylor continues.</p> <p>April 2022: The team have liaised with Shaun Jackson and the recommendations/ideas provided will be considered in the design. Scope has been confirmed including entranceway condition/width, carpark layout/markings, how surrounding properties will access their land, signage & toilet/footpath interface. The carpark is to be upgraded with new, asphalt surfacing, kerb, line marking, and entrances. BTW surveyors have completed the site survey and are undertaking final checks before sending it through to Tonkin and Taylor consultants for detailed design. Timeframes will be made available once the schedule for design is confirmed. It is not expected to be available for review at the April meeting.</p>
9.	<p>West Street Carpark ACTION: 26/4/2022 – The West Street Carpark Project Manager to follow up with Mr Jackson around the possibility that this project could be wrapped up with the St Stephens Road carpark.</p> <p>Future updates will be in the Community Projects Update.</p>	<p>Service Delivery</p>	<p>June 2022: The Design Team has discussed the issues with Shaun Jackson and will look at what can be accommodated along with the Lightbody Reserve and St Stephen's carpark contract package, and will report back.</p>

	Actions	To Action	Update/Response
10.	<p>Port Waikato Blueprint</p> <p>ACTION: 26/04/2022 – This item to remain on the schedule. Public workshop to be held on 3 May.</p>	<p>Community Growth Jim Ebenhoh</p>	<p>June 2022: WDC followed up the questionnaire with an in-person public workshop that was held on Tuesday 3 May 2022. Following a review and discussion of the responses, knowledge and ideas provided, we will be returning to the community for a public drop-in session. The date and time are yet to be confirmed.</p>
11.	<p>Upgrade to the Tuakau Domain Toilets</p> <p>ACTION: 26/04/2022 - Staff to provide the Board with an update regarding an upgrade to the Tuakau Domain toilets (instead of a new green sustainable/green toilet that was initially proposed).</p>	<p>Service Delivery, Megan May</p>	<p>June 2022: The original request was for consideration for a toilet at Alexander Redoubt. The discussions around that were with Jason Marconi, This has now been replaced with a request to upgrade the Tuakau Domain Toilets which can service Alexander Redoubt. This will now be with the Community Connections/Service Delivery team. However, the Toilet strategy will be reviewed and included in the Facilities Strategy but at this stage, we are anticipating completing these upgrades in the next financial year.</p> <p>No further updates until September 2022 – awaiting new financial year for consideration.</p>
12.	<p>Buckland Rd Development Park – Concept Planning & Engagement</p> <p>ACTION: 26/4/2022: This issue transferred to the Roading team for reassessment of traffic assessment.</p> <p>ACTION: 26/4/2022: The Board are interested to understand any available details regarding the concept plan for Buckland Road Park. Staff to provide an update/status report around what is proposed for the development of this park. The Board would like as much information as possible, including entrance/s to the park, its impact on the community etc.</p>	<p>Service Delivery – Cory/Mark</p>	<p>June 2022: See update in Community Projects team update below.</p> <p>April 2022: I have looked at the Hughes Development at the end of Escotts Rd and confirm that traffic effects were considered at the time the consent was processed. The applicant provided a traffic assessment and this was then peer reviewed by an expert engaged by Council. The assessment did not consider the effects of the development to be no more than minor at George St.</p> <p>The more recent development at 39 Elizabeth St by GDP Developments also provided a traffic assessment which assessed the effects on the local road networks and acknowledged George St intersection would be the main connection to the site.</p>

	Actions	To Action	Update/Response
			<p>The assessment found the existing road network to have sufficient capacity and did not highlight any issues.</p> <p>I recommend that if the intersection is experiencing delays or an elevated level of potential for crashes then this should be investigated by the Roading team for reassessment.</p>
13.	<p>Liverpool Street Carpark Area</p> <p>ACTION: 26/04/2022 – This item to remain on the schedule.</p>	Service Delivery – Antony Averill	<p>June 2022: No change.</p> <p>April 2022: The property is held by the Council as general land and is not a reserve. It is zoned Business. The neighbour occupied the site temporarily without permission.</p> <p>We will need to undertake a review of this site to determine what it is to be used for with the Community.</p>
14.	<p>Review of Pedestrian Crossing in Tuakau main street</p> <p>ACTION: 26/04/2022 - This item to remain on the schedule.</p>	OTCB - Vern Reeve	
15.	<p>Onewhero Village surveillance cameras</p> <p>ACTION: 26/04/2022 - Council to investigate installation of additional surveillance cameras in Onewhero Village. Please provide an update to the Board.</p>	Service Delivery, Megan May	<p>June 2022: There is no budget allocated to install CCTV cameras at Onewhero. If budget was made available, through community funding, work would not be able to be completed until the current CCTV work is completed. The current work programme of CCTV is expected to take at least two years to complete and then we would be in a position to consider additional sites.</p> <p>April 2022: No update.</p>
16.	<p>Review of Community Board Charter</p> <p>Parked pending Representation Review.</p> <p>ACTION: 26/04/2022 – This item to remain on the schedule.</p>	Democracy	

	Actions	To Action	Update/Response
17.	<p>Proposed Road Name List (Subdivision 0072/21 Create Developments Ltd, 666 Onewhero-Tuakau Bridge Road)</p> <p>ACTION 1: 26/04/2022 – Staff to provide information/report regarding which local iwi has been included in the consultation group as part of the road naming process and how local iwi were consulted (e.g., an outline of the process and the extent of involvement).</p> <p>ACTION 2: 26/04/2022 – The Board to hold a workshop on road naming and will include the local Marae(s) for input (local iwi from the Broader area to be invited – e.g., Onewhero, Tuakau, Port Waikato, etc).</p>	Action 1 - Service Delivery – Roading Ross Bayer	<p>June 2022: Action 1: A copy of the draft report and information is emailed to the following people for their information:</p> <ul style="list-style-type: none"> - Chair of the Board/Committee - Local/Ward Councillors - Local iwi - Developer <p>Also, as part of the ‘Application for Road Name’ process, the developer should provide evidence of the significance of the proposed names eg iwi consultation.</p> <p>A copy of the Road Naming Policy is attached to this report for the Board’s information.</p>

Community Projects Team – Project Update (As at 22 May 2020)**Sunset Beach Toilet**

Architect Ian Thorn is producing drawings for the conversion of the toilet block to flush toilets, and consultants BCD are developing the service site design for the preferred option, Option A beside the existing toilets.

A planning assessment has been completed to identify consent triggers and what can be carried out as a permitted activity.

The Community Projects team are working to complete the relocation of the Ngarunui Beach toilets from Raglan, and its refurbishment, with the target of opening the facilities by Labour Weekend.

Maraetai Bay Carpark and Playground Upgrade.

The designers (Gray Matters) have been commissioned to develop the carpark concept plan. Consultation will continue around July and timeframes for detailed design and construction can then be determined.

Tuakau Skatepark

Subbase placement is almost complete, and steelwork is being installed. Foundations are being prepared for the two key skate features.



Tuakau Skatepark construction underway



Aerial view of skate park site on 12 May 2022

Tuakau Aquatic Centre

In discussion with architects for options following discussions with key stakeholders. Next step is to engage the architect to undertake the design of the entranceway upgrade.

A draft proposal has been received from the Architect to undertake a phased design approach (architectural sketch / concept / preliminary / detailed) for the entranceway upgrade.

Initial phase to complete basic Architectural Sketches are scheduled to be with Council for review in June. If suitable, these will be developed into Concept options and will be provided to the community for review in June/July.

Carparks – Tuakau Contract

Lightbody reserve Carpark

Design complete. Contract to go to the market for tendering over winter.

St Stephen's Carpark

The design is with Tonkin and Taylor consultants.

West Street Carpark

The Design Team has discussed the issues with Shaun Jackson and will look at what can be accommodated along with the Lightbody Reserve and St Stephens carpark contract package, and will report back.

Buckland Rd Development Park – Concept Planning & Engagement

The project team are engaging a designer in June to undertake concept designs for four Reserves, Buckland Rd Reserve is included in this.

Our aim is to have concept designs started in September, ready for Community engagement in November, and to have engagement completed by the end of January. The engagement will also include the playground. After the engagement has finished a detailed design will be developed for the construction phase. This is expected to take around three months.

Harrisville Bridge Replacement (intersection of Dominion Rd, Tuakau)

In the planning and investigation phase.

Lightbody Reserve Courts Resurfacing

In the planning phase.

Tuakau Memorial Hall Flooring Recoating

There are a number of works in the pipeline for the Tuakau hall including work on the roof, floors, and some seismic improvements over the three-year LTP. The flooring work scheduled for the current year has been deferred and the other works incorporated into the project for next financial year (2 months away). Other works are being brought forward to accommodate this. This approach will ensure the order of works avoids any rework.

Road Naming Policy

Policy Owner:	General Manager, Service Delivery
Policy Sponsor:	Infrastructure Committee
Approved By:	Policy Committee
Approval Date:	14 March 2016
Resolution Number:	WDC1603/06/1/18
Effective Date:	14 March 2016
Next Review Date:	October 2018

Scope

This Policy applies to:

- the naming of new or previously unnamed Public Roads;
- changing the name of an existing Public Road; and
- the naming of Private Roads.

Objectives

The objectives of this policy are to ensure that:

- Clear guidance of the criteria and process for road naming is provided to Council employees subdivision developers, Community Boards/Committees/ Groups and the general public.
- Council meets the requirements of the Local Government Act 1974.
- Communities and local iwi have input into road naming.
- Adequate consultation is undertaken with Community Boards/ Committees/ Groups.

Application

This Policy applies to the following parties:

- Waikato District Council - Service Delivery Group, Consents, Planning and Strategy
- General Public
- Subdivision Developers

Related Documents/Legislation

- Hamilton City Council – Infrastructure Technical Specification
- WDC Heritage Strategy
- Local Government Act 1974 – s319A
- Manual of Traffic Signs and Markings - Part 1 Section 7 Guide Signs (Design, Policy, Location)
- Road Naming Policy (2013)
- Guidelines for selection of road names

Definitions

Approved List	A list of road names which have been pre-selected by Community Boards, Community Committees, Community Groups, Iwi and approved by the Infrastructure Committee.
Private Road	Has the same meaning as private road in the Local Government Act 1974 (s315) Private Roads are not maintained by the Council.
Public Road	Has the same meaning as road in the Local Government Act 1974 (s315)Public Roads are maintained by the Council.
Subdivision Developer	A person, consultant or agent who is in the process of undertaking a subdivision development whereby subdivision resource consent is applicable.

The following definitions include the different types of road titles which could apply to both public and private roads:

Avenue	wide straight roadway or street usually planted either side with trees
Boulevard	once a promenade on the side of demolished fortifications; now applied to any street or broad main road
Close	a small quiet residential road or street
Court	an enclosed, uncovered area opening off a street(s)
Crescent	a crescent shaped street
Drive	a main connecting route in a suburb
Esplanade	Level roadway along the seaside, lake or a river
Glade	tree covered street or a passage between trees
Glen	in a narrow valley
Grove	a road lined with houses and often trees, especially in a suburban area
Hill	applies to a feature rather than a route
Lane	a narrow road or way between buildings, hedges, fences, etc.
Place	an open square lined with houses in a town
Quay	along the waterfront
Road/Street	route of way between places
Terrace	a street along the face or top of a slope
View	a street with a view
Way	a path or route

Community Boards, Committees and Groups to be consulted

A list of Community Boards, Committees and Groups is as follows:

Community Boards	Community Groups	
Huntly	Eureka	North East Waikato
Ngaruawahia	Glen Afton/Pukemiro	Newstead
Onewhero-Tuakau	Glen Massey	Pokeno
Raglan	Gordonton	Rangariri
Taupiri	Horongarara	Tamahere
	Horsham Downs	Tauwhare
	Matangi	Te Kowhai
Community Committees		
Meremere	Port Waikato Residents & Ratepayers	
Te Kauwhata	Whatawhata Residents & Ratepayers	

Policy Statements

All road names require approval by the Infrastructure Committee. This includes all road names to be included on the Approved List.

Naming Public Roads

Public Roads to be vested in Council shall be named (at the cost of the developer).

Public Road Signs shall be in accordance with Manual of Traffic Signs and Markings - Part I Section 7 Guide Signs (Design, Policy, Location)

Naming Private Roads

Private roads shall be named (at the cost of the developer) where there are 6 or more lots gaining access. If there are 5 or fewer lots gaining access, the developer may use the number with lettering suffix A-E or suggest a private name as per section 1.2.

Private Road Signs shall have blue lower case lettering with initial capitals lettering on a white background and shall have a supplementary 'Private Access' plate with blade height of 75mm attached to the bottom edge of the street name plate. All other sign attributes shall comply with the Manual of Traffic Signs and Markings.

I. Making a Request for Road Name(s)

I.1 Using a road name from the 'Approved List'

- (a) Where an 'Approved List' is available, the subdivision developer shall be invited to choose from that list and submit a written request to Council's Roding Asset Team. Note: It is advised that the subdivision developer discusses their road name selection with the Roding Asset Team to ensure the road name has not already been used (and not yet taken off the list) or is proposed to be used by another subdivision developer.

I.2 Request for Road Name not from the "Approved List" of Road Names

- (a) Where an "Approved List" is not available or the subdivision developer wishes to choose their own road names, the developer shall follow the guideline included in

section 3 of this policy and make a request to Council's Roding Asset Team. Council's Roding Asset Team shall then follow procedure as set out in section 2.3.

- (b) Council's Roding Asset Team shall ensure the request is complete before proceeding with the process for name approval, as set out in section 3 below. Should the request require further information, Council's Roding Asset Team shall contact the subdivision developer by phone, email or in writing.

2. Infrastructure Committee Procedure

2.1 Establishing Road Names onto the 'Approved List'

- (a) Ward Councillor's shall consult with Community Boards, Community Committees, Community Groups and local Iwi, in accordance with Guidelines section 3.2, to establish a tentative list of road names. Tentative names are to be checked by the Roding Asset Team then submitted and approved by the Infrastructure Committee before inclusion on the 'approved list'. Iwi consultation can be co-ordinated by Waikato District Council Iwi & Community Partnership Manager. Council shall hold the 'approved list'.

All road names, once approved by the Infrastructure Committee and included on the "approved list" do not require any further approvals from the Infrastructure Committee.

- (b) The "approved list" shall be reviewed from time to time as appropriate by the Community Boards/ Committees/ Groups to ensure the list comprises a sufficient number of road names (i.e. more than 20 names at any one time).

Note: An approved list may not be available for every Community. Ward Councillor's shall determine whether or not an approved list is required for their Community depending on whether there is a need.

2.2 Altering Existing Road Names

- (a) In the event an existing road requires renaming, a request shall be made by either the general public or Council in accordance with section 2.3.
- (b) Where the request is being made by the general public for the alteration, they shall be responsible for undertaking consultation with both the residents of the road to be renamed and the ward councillors. The ward councillors will advise whether further consultation is required with the Community Board/Committee before making the amendment request to Council.
- (c) Where the request for amendment is being made by Council, Council's Roding Asset Team shall undertake consultation with all owners and occupiers in the affected street or road; the local Ward Councillors; and Community Board/ Committees/ Groups before reporting to the Infrastructure Committee.
- (d) In the event of an unfavourable response from owners and occupiers (less than 75% in favour), the road name shall remain unchanged.
- (e) If 75% approval is gained from the responses received, Council's Roding Asset Team will recommend to the Infrastructure Committee that the name be approved.

2.3 Road Name Requests to the Infrastructure Committee or Council

- (a) Upon receiving a request as set out in section 1.2 from either a subdivision developer, or as required by Council (if there is a road name change required), shall undertake consultation with local iwi, Community Boards, Community Committees

and Community Groups. Following consultation a report (in accordance to Guidelines Section 3 shall be prepared by Council's Roading Asset Team recommending approval from either the Infrastructure Committee or Council.

- (b) In the case of no support from the Community Board/ Committees/ Groups the Infrastructure Committee will make final decision on approving the Road Name(s).
- (c) Upon approval of a road name Council's Roading Asset Team shall notify external agencies (i.e. Land Information New Zealand, Emergency Services).
- (d) Council's Roading Asset Team will report to Council twice yearly (in June & December) with a list and map of all new road names confirmed over the previous 6 months. An updated Road Name directory shall also be provided before this meeting.

3 Guidelines and Criteria for Selection of Road Names

3.1 Making a request to Council's Roading Asset Team

All requests for road names shall be in writing and submitted to Council's Roading Asset Team. All requests shall include the following details (as applicable):

- i) Three proposed road names (using guidance below); and
- ii) The reasons the subdivision developer wants to use these options (see guidance below); and
- iii) Evidence to support the reasons outlined above in criteria (ii) (if applicable)

3.2 When considering options for road names, the following criteria must be taken into account:

- (a) Names should be brief (i.e. restricted to one word only) and be easily and readily pronounced. Identical sounding names with different spelling are to be avoided.
- (b) Names should not duplicate any existing district roads and preferably any name occurring within surrounding districts, including Hamilton and Auckland.
- (c) The length of the name should preferably not exceed 12-15 characters. The use of hyphens to connect parts of names should in most cases be avoided and the name written either as one word or as separate words where established by usage.
- (d) Short names should be chosen for short streets for mapping purposes.
- (e) Reasons for a road name may include but is not limited to: political, historical (including Maaori or early settler), memorial, social or economic, natural features, outstanding events or persons as categorized in section 3.3 below.

3.3 Weighting Categories and Description

The following categories have been afforded a weighting based on their importance with respect to road name selection. The higher the weighting afforded (i.e. 3), the higher the importance.

History – Weighting 3

- (a) The name of a historical family, event industry or activity associated with the area. Such names may include early settlers and early notable families.
- (b) The family name of the former owner of a farm or property or the name of the farm or property may be used if a historical context is established. Permission of surviving relatives should be obtained where appropriate.

Culture – Weighting 3 (Cultural significance to Maaori or culture other than Maaori)

- (a) The category includes the name of a Maaori heritage precinct, site or track or traditional appropriate name for the area.
- (b) All Maaori names are to be submitted to Council's Iwi & Community Partnership Manager to ensure that they are appropriate; spelt correctly, interpreted correctly and are not offensive to Maaori.
- (c) Joint non-Maaori/Maaori names will not generally be considered.

Geography – Weighting 2

- (a) The category includes local geographical, topographical, geological and landscape features.
- (b) Local flora and fauna also included in this category eg. Trees, plants and animals that is widespread and plentiful in the area.
- (c) Views must be readily identifiable.

Theme – Weighting 2 (Common or established themes in the area)

- (a) Where more than one road is being created in a development, a common theme is recommended for the names.
- (b) Where there is an established theme in the area, new road names should reflect this theme.
- (c) Proposed themes for a new subdivision must be submitted to council for approval.

Noteworthy Person – Weighting 1

- (a) Persons who have made a notable contribution to the area of the District. The contribution may be in conservation, community service, sport, arts, military, commerce, local government or other activity.
- (b) Names from local war memorials will be considered where appropriate. Permission of surviving relatives should be obtained where appropriate.

Policy Review

This policy will be reviewed as deemed appropriate by the General Manager Service Delivery but not less than once every three years.

To | **Onewhero-Tuakau Community Board**
Report title | **Discretionary Fund Report to 23 May 2022**

1. Purpose of the report

Te Take moo te puurongo

The purpose of this report is to update the Onewhero-Tuakau Community Board on the Discretionary fund spend to date, commitments and balance as at 23 May 2022.

AND

Provides an discretionary fund application for consideration by the Board, along with background information to enable the Board to consider whether they will partially fund, fully fund or decline.

2. Staff recommendations

Tuutohu-aa-kaimahi

THAT the Onewhero-Tuakau Community Board:

- a. receives the Discretionary Fund Report to 23 May 2022; and**
- b. considers the application from Port Waikato Residents Association.**

3. Attachments

Ngaa taapirihanga

Attachment 1 – Discretionary Fund report to 23 May 2022

Attachment 2 – Port Waikato Residents Association Funding Application

Date:	07 June 2022
Report Author:	Jen Schimanski, Financial Accountant
Authorised by:	Alison Diaz, Chief Financial Officer

ONEWHERE TUAKAU COMMUNITY BOARD DISCRETIONARY FUND REPORT 2021/22 (July 2021 - June 2022)
As at Date: 23-May-2022

			GL	1.215.1704
2021/22 Annual Plan				28,878.00
2020/21 Carry forward proposed				58,177.00
Total Funding				87,055.00
Income				
Total Income				
				-
Expenditure				
				<i>excl GST</i>
15-Apr-21	Belgravia Health and Leisure Group for entry fees to the Centennial Pools Tuakau for 2020/21 swimming season.	OTCB2102/03		6,630.44
30-Aug-21	\$1,978.00 (incl GST) committed to the Lions Club of Tuakau towards the cost of Christmas Flag Decorations 2021	OTCB2108/06		1,978.00
30-Aug-21	Waikato District Council to raise an invoice on behalf of Onewhero-Tuakau Community Board to charge Belgravia the sum of \$3,222.00 (incl GST) being the total receipted money for entry fees into the Tuakau Swimming pool for the 2020/21 swimming season.	OTCB2108/05		(2,801.74)
11-Oct-21	\$980.00 (incl GST) paid to the Port Waikato Residents and Ratepayers Association towards the cost of the Christmas Parade, Childrens' Beach Dig and Music in the Gardens Event.	OTCB2110/06	980.00	
29-Mar-22	<i>less Funds returned - BS Returned OTCB2110/06 290322</i>	OTCB2110/06	(467.14)	512.86
11-Oct-21	\$900.00 (incl GST) paid to the Port Waikato Residents and Ratepayers Association towards the cost of The Port Report.	OTCB2110/07		900.00
11-Oct-21	\$1,293.73 (incl GST) paid to the Glen Murray Hall Association towards the cost of the 125th Year Commemorative Tea Towels.	OTCB2110/05		1,293.73
30-Aug-21	Flowers commemorating the passing of Mr Bob MacLeod, Raglan Community Board member (\$120.00 incl GST)	OTCB2108/04		101.74
Total Expenditure				8,615.03
Net Funding (Excluding commitments)				78,439.97
COMMITMENTS:				
				<i>excl GST</i>
04-Jun-19	Tuakau Youth Centre building project	OTCB1906/04		3,000.00
06-Mar-20	Entrance fees at the Tuakau Swimming Pool for the remainder of the 2019/20 summer season	OTCB2003/03		3,550.00
01-Dec-20	\$5000.00 (excl GST) committed to Belgravia Ltd or other nominated parties for additional enhancements to the Tuakau Swimming Pool	OTCB2011/10		5,000.00
22-Nov-21	Commitment for a donation for the amount of \$100.00 (excluding GST) commemorating the passing of Ms Hillary Barry to Breast Cancer Foundation by Mr Reeve online	OTCB2111/04		100.00
22-Nov-21	Commitment to Belgravia Leisure Ltd for the amount of \$7,000.00 (excluding GST) to subsidise the pool entry at the Tuakau Centennial Swimming Pool for the 2021-22 season	OTCB2111/04		7,000.00
22-Nov-21	Commitment for the amount of \$2,000.00 (including GST) towards the cost of Christmas events in Tuakau	OTCB2111/04		1,739.13
22-Nov-21	Commitment for the amount of \$3,000.00 (including GST) towards the cost of pool chemicals for the Onewhero, Naike, Pukekawa and Te Kohanga School pools.	OTCB2111/04		2,608.70
04-Mar-22	Commitment from Onewhero-Tuakau Community Board Discretionary Fund for the amount of \$400 towards ANZAC Day catering/food	OTCB2203/04		400.00
Total Commitments				23,397.83
Net Funding Remaining (Including commitments)				55,042.14



27 May 2022

The Port Waikato Resident and Ratepayers Association
15 Centreway Road
Port Waikato 2695

To The Onewhero - Tuakau Community Board

The Port Waikato Resident and Ratepayers Association would like to apply for discretionary funding to help with the costs of building an addition to our 'Little Library' located at the Cobourne Reserve.

The lack of decent library space was one of the key elements raised at our recent Community Blue Print meeting.

Our original library – a dedicated building located in the Albie Philips Reserve - was run by volunteers and well patronised by all the community – including the elderly, children and holidaymakers. It was closed down – due to rabbits burrowing underneath the floor.

Our existing 'Little Library' is also well used – and as it operates on a 'swap' system – with its growing popularity - it has become far too small. A local retired builder has volunteered his time and skills to build this addition for our community –with the support of our local fire brigade .

We are excited to have this opportunity to offer a solution to our community request and would like to apply for 950.00 - the amount of quote from Tuakau ITM for building materials.

The Port Waikato Resident and Ratepayers Association is a not for profit organisation
An Incorporated Society –and is not GST Registered.

Thank you for your consideration re request for funding for this project.

Jane Walter
Treasurer
Cell Ph 027 314 2458

COMMUNITY BOARD/COMMITTEE FUNDING APPLICATION FORM

Important notes for applicant:

- Prior to submitting your application, please contact the Chair/Funding Representative, to discuss your application requirements and confirm that your application meets the eligibility criteria
- Application form must be completed in full and can be emailed to the Chair/Funding Representative
- All parts of the application need to be completed and all supporting information supplied

Huntly	<input type="checkbox"/>	Meremere	<input type="checkbox"/>	Ngaruawahia	<input type="checkbox"/>
Onewhero-Tuakau	<input checked="" type="checkbox"/>	Raglan	<input type="checkbox"/>	Taupiri	<input type="checkbox"/>
Te Kauwhata	<input type="checkbox"/>				

Section 1 – Your Details:

Name of your organisation and contact person

The Post Waikato Residents Ratepayers Association Inc - Jane Walter

What is your organisation's purpose/background (who are you? what do you do?)

Serve the Community - Residents & Ratepayers

Phone number/s: 027 314 2458

Email/address: j.walter432@gmail.com

Section 2 – Your event / project

What is your event / project, including date and location? (please describe in full the project details)

Build Extension to 'Little Library' - at Cobourne Reserve

How will the wider community benefit from this event/project?

The 'little library' is very popular among the elderly the children and visitors

Are you GST registered?

No Yes

GST Number

PLEASE NOTE: The following documentation MUST be supplied with your application:

- Include copies of written quotes and any other additional information that may assist the board/committee to make an informed decision on your application
- How much your event/project will cost
- How much you are seeking from the Waikato District Council
- How much you are seeking from other providers
- Details of other funding and donated materials/resources being sourced
- **IMPORTANT: Please ensure all quotes supplied are clearly itemised and match the "Project Breakdown" (Total B)**

Section 3 – Project/Event Costs & Details

Please complete all of the following sections	GST Inclusive Costs (use this column if you are NOT GST registered)	GST Exclusive Costs (use this column if you are GST registered)
What is the total cost of your project/event	\$ 944.17	\$
Existing funds available for the project. Include any projected income i.e. ticket sales, merchandise etc. Total A	\$ None	\$

Only include the Funding being sought from Waikato District Council below:

Project Breakdown (itemised costs of funding being sought)	GST Inclusive Costs (use this column if you are NOT GST registered)	GST Exclusive Costs (use this column if you are GST registered)
Building Materials	\$ 944.17	\$
as per tax invoice	\$	\$
attached	\$	\$
	\$	\$
	\$	\$
Total Funds being sought from WDC Total B	\$ 944.17	0.00 \$ 0.00

Has / will funding been sought from other funders? Yes No

If 'Yes', please list the funding organisation(s) and the amount of funding sought

	\$	\$
	\$	\$
	\$	\$
	\$	\$
Total Funds being sought from other funders Total C	\$	0.00 \$ 0.00

Describe any donated material / resources provided for the event/project:

A local Resident is donating his time and skills to build the extensions to the little library - with the support of the local fire brigade

I certify that the funding information provided in this application is correct.

Name: Jane Wattle

Position in Organisation: Treasurer

Signature: Jane Wattle Date: 31 May 2022



Tuakau ITM
 27 Liverpool Street
 Tuakau
 Phone: 09 236 8226
 Fax: 09 236 8023
 Email: sales@tuakauitm.co.nz

Tax Invoice 563927

To:
 CASH8 CASH ON PICK UP OF GOODS
 CASH ON PICK UP OF GOODS
 NAME-
 PHONE-
 WHEN- -DATE-----
 Customer Ph :
 Customer Fax :

Tax Invoice # : 563927
 Invoice Date : 26/05/2022
 Customer Code : CASH8
 Our Int Ref# : 6882053
 Sales Contact : Peter Rack
 Your Reference : MARX
 GST : 133 031 103
 Page # : 1

<u>Code</u>	<u>Description</u>	<u>Qty</u>	<u>Retail</u>	<u>Nett Price</u>	<u>Extended</u>
06203	PLY DD H3.2 cca struct 2.4x1.2x12mm	5.00	73.07	73.07	365.35
07972	SUREFAST CSK SQDR S/S 8X32 200	1.00	28.33	28.33	28.33
01401	EX 50X25 MERCH PLUS CAVITY BATTEN H3.2 4 8M IN STOCK 7/4.8 (7 Pieces)	33.60	2.92	2.92	98.11
0040248	75 X 50 VSG8 MG WET H3.2 4.8M 4/4.8 (4 Pieces)	19.20	5.54	5.54	106.36
05905	DRICON HANDICRETE CONCRETE 25 kg .012 cu	2.00	13.86	13.86	27.72
15093	ONE SHOT LASERLITE FASTENERS 50PK	1.00	49.43	49.43	49.43
Z_ROOF^^XG17	LASERLITE 1000 CORRUGATE GREY TINT 1.8M *** YOU WERE SERVED BY PETER ***	4.00	36.43	36.43	145.72

Total Weight: 0		Subtotal	821.02
Total Units 24		Tax (GST)	123.15
Total Transaction Lines 8		Total	944.17

Payment Method Charge to Account
 Our bank account details are as follows:
 ANZ Tuakau 06 0103 0788566 00

**THE PORT WAIKATO RESIDENTS AND
RATEPAYERS ASSOCIATION INCORPORATED**

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MAY 2021

<u>Contents</u>	<u>Page</u>
Directory	2
Review Report	3
Management Report	3
Income and Expenditure Account	4
Balance Sheet	5
Notes to the Accounts	6

**THE PORT WAIKATO RESIDENTS AND
RATEPAYERS ASSOCIATION INCORPORATED**

DIRECTORY

Legal Entity	Incorporated Society
Society Number	2542477
Incorporation Date	26 November 2010
Registered Address	2 Centreway Road Port Waikato
Address for Service	2 Centreway Road Port Waikato
Executive	
Chair	Leah Fry
Secretary	Jo Webster
Treasurer	Jane Walter
Bankers	ASB Bank PUKEKOHE
Accountants	David Hurlle HB Accounting Services

**THE PORT WAIKATO RESIDENTS AND
RATEPAYERS ASSOCIATION INCORPORATED
BALANCE SHEET
AS AT 31 MAY 2021**

	\$	\$
<u>Current Assets</u>		
2,145 ASB Bank Ltd. - 00 Account		15,448
2,745 ASB Bank Ltd. - 50 Account		7,747
5,170 Bonus Bonds		-
803 Sundry Debtors		<u>780</u>
<u>10,863</u>		<u>23,975</u>
<u>\$10,863</u> Total Assets		<u>\$23,975</u>
Less Liabilities		
<u>Current Liabilities</u>		
- Give A Little - Erosion	138	
<u>123</u> Sundry Creditors	<u>378</u>	
<u>123</u> Total Liabilities		<u>516</u>
<u>10,740</u> NETT ASSETS		<u>23,459</u>

Represented By:

<u>Accumulated Funds</u>		
22,162 Opening Balance		10,740
<u>(11,422)</u> Excess of Income Over Expenditure		<u>12,719</u>
<u>\$10,740</u> Closing Balance		<u>\$23,459</u>

**THE PORT WAIKATO RESIDENTS AND
RATEPAYERS ASSOCIATION INCORPORATED**

Notes to the Financial Statements
For The Year Ended 31 May 2021

Statement of Accounting Policies

The Port Waikato Residents and Ratepayers Association Incorporated is a not for profit group operating at Port Waikato to produce a local quarterly newspaper, and to engage with the Waikato District Council on behalf of the Residents and Ratepayers. The Association also organises several community activities throughout the year.

General Accounting Policies:

Unless otherwise stated these financial statements have been prepared on a historical cost, going concern and accrual accounting basis.

Differential Reporting

The PWRARA INC is a qualifying entity for differential reporting. The entity is neither large nor publicly accountable and as such has taken advantage of all differential reporting exemptions.

Particular Accounting Policies:

The following accounting policies which materially affect the results were used in the preparation of these statements. These accounting policies have been consistently applied.

- (1) Goods and Services Tax - These accounts are GST inclusive, the Association is not GST registered.
- (2) Changes in Accounting Policies - there have been no changes in Accounting Policies.

**THE PORT WAIKATO RESIDENTS AND
RATEPAYERS ASSOCIATION INCORPORATED
REVIEW REPORT
FOR THE YEAR ENDED 31 MAY 2021**

To the readers of the Financial Reports for the PWRARA INC, I have reviewed the Financial Reports for the year ended 31ST May 2021. It is my responsibility as Reviewer to express an opinion on the Financial Reports as presented by the Administrator, and report my opinion to you.

I have conducted my Review in accordance with generally accepted Review Standards within New Zealand. With the exception that my work was limited (as explained below), I have obtained all the information necessary in order to provide me with sufficient evidence to give reasonable assurance that the Financial Reports are free from material misstatement, whether by fraud or error.

In forming my opinion I also evaluated the overall adequacy of the presentation of the information in the Financial Reports.

Other than in my capacity as Reviewer I am a rate payer at Port Waikato and a keen reader of the Port Report.

QUALIFIED OPINION

I was able to get all the information that a Reviewer usually requires, with the following (usual) exceptions - As with any entity of this type, that has material amounts of cash, I was unable to obtain sufficient evidence to substantiate that amounts reported as

Port Report Sales, Subscriptions and Donations are correct.

In my professional opinion, except for adjustments that might be found necessary had I been able to obtain sufficient evidence concerning Cash Deposits, the Financial Reports fairly reflect the results of Operations and Cash Flows for the year ended 31 May 2021, and of the Financial Position as at 31May 2021.

MANAGEMENT REPORT

FOR THE YEAR ENDED 31 MAY 2021

After reviewing the Books and Records of THE PORT WAIKATO RESIDENTS AND RATEPAYERS ASSOCIATION INCORPORATED for the year ended 31 May 2021, I have noted the following.

The books and records continue to be well maintained, the meetings regular and well minuted. Clearly there is a dedicated group of people involved.

The Association performs extremely well in this area.

Recommendations

Keep up the good work, maintain your systems.

IN SUMMARY

A very well organised and run Association doing great things for the Community.

David Hurlle
Mangatangi
6th August 2021

**THE PORT WAIKATO RESIDENTS AND
RATEPAYERS ASSOCIATION INCORPORATED
INCOME & EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MAY 2021**

2020	INCOME	\$	\$
61	Donations		50
2	Interest Received		2
10,300	NZ Breast Cancer		25,010
456	Port Report		-
-	NZ Prostrate Cancer		3,096
<u>1,160</u>	Subscriptions		<u>1,560</u>
11,979	TOTAL INCOME		29,718
	Less EXPENDITURE		
387	Administration	44	
100	Bank Fees	-	
-	Banner	150	
22,838	Donations	13,205	
-	Fake Cameras	105	
-	Funding - WDC 2019	285	
(375)	Insurances	269	
-	Port Report	2,507	
219	Printing Postage and Stationery	140	
<u>232</u>	Special Activities	<u>294</u>	
<u>23,401</u>	TOTAL EXPENSES		<u>16,999</u>
<u>(11,422)</u>	NETT INCOME		<u>12,719</u>