

Agenda for a meeting of the Rural-Port Waikato Community Board at the Glen Murray Memorial Hall, 2400 highway 22, Glen Murray **THURSDAY, 11 MAY 2023** commencing at **6:30pm**.

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

Minutes of meeting held on Thursday, 30 March 2023 2

5. PUBLIC FORUM

6. REPORTS

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| 6.1 | Early engagement feedback for the Freedom Camping Bylaw 2023 | 12 |
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| 6.4 | Discretionary Fund Report | 30 |
| 6.5 | Waikato District Council Executive Update | Verbal |
| 6.6 | Chairperson's Report | Verbal |
| 6.7 | Councillors' Report | Verbal |
| 6.8 | Community Board Members' Report | Verbal |

GJ Ion
CHIEF EXECUTIVE

To	Rural-Port Waikato Community Board
Report title	Confirmation of Minutes
Date:	Tuesday, 2 May 2023
Report Author:	Rosa Leahy, Democracy Advisor
Authorised by:	Gaylene Kanawa, Democracy Manager

1. Purpose of the report

Te Take moo te puurongo

To confirm the minutes for a meeting of the Rural-Port Waikato Community Board (RPWCB) held on Thursday, 30 March 2023.

2. Staff recommendations

Tuutohu-aa-kaimahi

THAT the minutes for a meeting of the Rural-Port Waikato Community Board held on Thursday, 30 March 2023 be confirmed as a true and correct record.

3. Attachments

Ngaa taapirihanga

Attachment 1 – RPWCB Minutes – 30 March 2023

MINUTES for a meeting of the Rural-Port Waikato Community Board held in the Onewhero Society of Performing Arts, 14 Hall Road, Onewhero **THURSDAY, 30 MARCH 2023** commencing at **6:30pm**.

Present:

Mr B Cameron (Chairperson)
Ms L Fry (Deputy Chairperson)
Ms R Costar
Cr CA Eyre (*via audio visual conference*)

Attending:

(10) members of the public attended

Ms S O’Gorman (General Manager, Customer Support)
Ms R Leahy (Democracy Advisor)
Mr J Marconi (Economic Development Advisor)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Ms Costar/ Ms Fry)

THAT the apologies from **Cr Matatahi-Poutapu** and **Ms Coker-Grey** for non-attendance be accepted.

CARRIED

RPWCB2302/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Cameron/Ms Costar)

THAT the Rural-Port Waikato Community Board:

- a. the agenda for a meeting of the Rural-Port Waikato Community Board held on Thursday, 30 March 2023 be confirmed, and all items therein be considered in open meeting; and
- b. all reports be received.

CARRIED

RPWCB2303/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

The report was received [RPWCB2303/02 refers], and the following discussion was held:

- It was noted that Ms Coker-Grey was to set up the Community Facebook page.
- There was an error in Cr Eyre's report on what Bill submission was to be circulated.
- There was a spelling error in the Community Board Member's report.

Resolved: (Ms Fry/ Ms Costar)

THAT the minutes for a meeting of the Rural-Port Waikato Community Board held on Thursday, 23 February 2023 be confirmed as a true and correct record with the following amendments:

- i. **Item 6.3 – Action to reflect Ms Coker-Grey not Ms Costar to set up Community Board Facebook page;**
- ii. **Item 6.8 – Cr Eyre's report - Cr Eyre to send the Community Board submissions on the Natural and Built Environment Bill and Spatial Planning Bill.**
- iii. **Item 6. 9 – Ms Coker-Grey's report to read - "It was noted that Glen Murray was not badly affected by the cyclone, however, there was a power outage for 12 hours that was difficult to manage."**

CARRIED

RPWCB2303/03

PUBLIC FORUM

Jenny Hayman - Plastics

- A concern was raised about the use of plastics in consumer products and the lack of recyclable packaging.
- A discussion was held around waste minimisation of plastics, recyclables and food waste.

Trish Murray – Food Waste Bins

- A concern was raised that separate food waste bins would not be appropriate for the Rural-Port Waikato area.

Kate Creece – Rural power cuts, roading issues and tree trimming

- Ms Creece discussed rural power cuts in the area. It was noted that Counties Energy was seeking feedback from the community about this issue.
- Discussion was held about legislative changes being put in place to address trees that were causing power cuts.
- A concern was raised that there were still major roading issues in the Rural-Port Waikato area.
- General Manager, Customer Experience discussed the mobile app Antenno, which Council was considering implementing. It was noted that the app would allow users to take a photograph of council issues with GPS coordinates which would then be sent to relevant team to fix.
- A concern was raised that in springtime there was limited visibility on roads. Ms Creece expressed that it was best to use a hedge trimmer rather than a mower to trim trees.

Anne – Working with Council staff

- Commended the work from the staff at Waikato District Alliance, particularly when dealing with the slips after the cyclone.
- It was noted that service requests were being actioned and the communication skills of Council staff with the public had improved.

Slyvia – Council

- Discussed the positive interactions with Council's liquor licensing staff.

Terry – Hearing at Council Meetings

- A concern was raised about the ability of members of the public to be able to hear at Council meetings. It was noted that Council meetings should cater for those with impaired hearing.

Jason Marconi (Economic Development Advisor) – Blueprints

- The Economic Development Advisor discussed Blueprints and connecting to rural communities. He encouraged locals to connect with him when trying to get community-led projects off the ground.

Ann – Community Board projects

Does the Board have any plans for projects in the area? It was noted that the Board would like to better prepare community facilities for civil defence emergencies.

Barbara Knowles – Newsletter communications

- A discussion was held on the local newsletters. It was noted that many members of the community in the Rural-Port Waikato area still do not use Facebook.
- A discussion was held on establishing a North Waikato community website.

REPORTSWorks, Actions and Issues Report

Agenda Item 6.1

The report was received [RPWCB2303/02 refers], and the following discussion was held:

Lighting at Port Waikato

ACTION: Lighting at Port Waikato to be removed from Works, Actions and Issues Report.

Onewhero Area School Road Safety Plan

- It was noted that the issue was not just in relation to speed restrictions. Cr Eyre had followed up about the issue but had not yet received an update.
- Council staff were looking at creating a new budget for road safety in the Long-Term Plan.
- A concern was raised about the time it has taken to action the item. It was noted that the staff member who had been working on the plan had since left Council and the information was lost.

ACTION: Cr Eyre and General Manager, Customer Experience to follow up about the Road Safety Plan with General Manager, Service Delivery and Roading Manager.

Onewhero Drains

- A concern was raised about the time it takes to clear the drains.

ACTION: Cr Eyre to put in service request to clear the Onewhero Society of Performing Arts drain.

Community Pools Cleaning Chemicals

- It was noted that a blanket resolution for community pool cleaning chemicals was acceptable. A list of community pools and how much funding they need is required to commit the funds.

ACTION: Ms Costar to contact the Community Pool groups and ask if they require funding for pool cleaning chemicals.

Watercare Maintenance Plan

- A concern was raised about the plan and lack of timeframe for the works to be completed.

ACTION: Watercare to provide timeframes for the maintenance plan to the Community Board.

Underground Assets

- Information on this was provided in the Works, Actions and Issues report.

ACTION: Underground Assets to be removed from Works, Actions and Issues report.

Community Board Maps

- It was noted that draft maps were circulated to Councillors and amendments to the maps were being made. There was no timeframe for when the maps would be complete.

Location and venues for Board meetings

ACTION: Locations for meetings to be removed from Works, Actions and Issues report.

Roading Issues

- It was noted that the Community Board would like to engage more with Council on what roads should be prioritised for fixing and maintaining.

ACTION: General Manager, Customer Experience to advise Communications and Roothing Team to update the Community Board when considering road closures.

ACTION: General Manager, Customer Experience to find out how roads are prioritised on the work schedule and what the criteria is for fixing damaged roads caused by the Cyclone.

ACTION: General Manager, Customer Experience to find out what slips and road damage in the Community Board area were on the list to be fixed.

Community Board Facebook Page

- It was noted that a Community Board Facebook page had been created.

ACTION: Community Board Facebook Page to be removed from Works, Actions and Issues report.

Port Waikato Waikaretu Road Safety Concern

- A concern was raised about the safety of Waikaretu Road, there was currently single lane access. In an area called 'Pats Colvette' there had been two motor vehicle accidents due to mud on the road.

ACTION: Cr Eyre to follow up this matter.

Abandoned vehicle in waterway

- A concern was raised about an abandoned vehicle in a waterway. There was discussion on how long it takes for an abandoned vehicle to be removed. It was noted that there is a process that must be followed. If the vehicle is in a waterway it may be the responsibility of Regional Council.

ACTION: General Manager, Service Delivery to investigate if it is a regional or district council responsibility

Discretionary Fund Report

Agenda Item 6.5

The report received [RPWCB2303/02 refers], and the following discussion was held:

- A discussion was held on the Community Pool Cleaning Chemicals. The Board agreed to put the November 2021 commitment back into the Discretionary Fund.

Application 1: Te Kohanga Football Club

- A discussion was held about the Te Kohanga Football Club. It was noted that the Funding Representative had been unable to contact the applicant.
- A concern was raised about the quality of the products they were looking to purchase. The Board would like to support the Club; however, they would like to see the money used for higher quality equipment that would last.
- The Board agreed to defer a decision on the application until the next meeting.

Application 2: Onewhero Society of Performing Arts

- Ms Devlin attended the meeting and spoke to the Board about the application. It was noted that the Onewhero Society of Performing Arts building had become a meeting place for community engagement events and the facilities are made available to the community.
- As part of the liquor licence food was required and the fridge and freezer would be used meet this requirement.
- The Board agreed to fund the full amount to the Onewhero Society of Performing Arts.

Resolved: (Mr Cameron/ Ms Fry)

That the Rural Port Waikato Community Board:

- a. **receives the Discretionary Fund Report to 14 March 2023;**
- b. **agrees to move the \$2608.70 committed for pool chemicals back into the Discretionary Fund;**
- c. **agrees to defer the Te Kohanga Rugby Football Club application until the next meeting on 11 May 2023;**
- d. **approves a payment of \$2,500 (excluding GST) to the Onewhero Society of Performing Arts towards a replacement fridge and freezer.**

CARRIED

RPWCB2303/04

Waikato District Council Executive Update

Agenda Item 6.6

The General Manager, Customer Support provided a verbal update on Council and the following points were noted:

- A contingent of staff would be working on the post-cyclone recovery effort for the next six(6) months.
- A discussion was held around the Annual Plan. It was noted that the draft Annual Plan was going to Council on Wednesday, 5 April 2023.
- Council had met with Antenno to discuss their software and upgrading the Service Request System.
- It was noted that the Customer Portal system had been recently updated to be more user friendly.

Chairperson's Report

Agenda Item 6.7

The Chairperson provided a verbal report, and the following points were noted:

- Chairperson noted that it was a welcoming environment in Council now.
- A discussion was held on the lack of ongoing maintenance on the roading network and the Road to Zero road safety policy.

Councillors' Report

Agenda Item 6.8

Cr Eyre provided a verbal report, and the following points were noted:

- Cr Eyre encouraged the Community Board to contribute to the workshops and discussion at Council.
- A discussion was held on the Mayoral Disaster Relief Fund. It was noted that a subcommittee was set up to manage the funding applications. There were currently not enough applications to spend all the money.
- A decision would need to be made about funding remaining applications.
- A discussion was held on the Rural Advisory Panel. It was noted that this panel would help inform council on the economic and social wellbeing of the district.
- It was noted that the proposed Cemetery Bylaw is out for consultation that closes on Sunday, 16 April.

Community Board Members' Report

Agenda Item 6.9

Ms Costar provided a verbal update, and the following points were noted:

- It was noted that the Community Board put in a submission on the Public Places Bylaw.
- A concern was raised about the maintenance of the Onewhero Rugby Club goal posts. The posts had been removed by Council for maintenance, but staff had failed to advise the club of this and the Club thought they had been stolen.
- A concern was raised about safety barriers on rural roads and whether they were appropriate for some areas. It was noted that Cr Eyre had requested evidence from the Roothing Manager about the decision and criteria on road safety barriers on rural roads.

ACTION: Cr Eyre to update the Board at the next meeting about road safety barriers.

Ms Fry provided a verbal update, and the following points were noted:

- Ms Fry advised the Board that the community in Port Waikato was still in recovery mode. It was noted that the Civil Defence Emergency Management Plan would be updated.
- A discussion was held on the Erosion Committee. It was noted that there would be changes to the Committee in the near future.

There being no further business the meeting was declared closed at 8:12pm.

Minutes approved and confirmed this day of 2023.

B Cameron
CHAIRPERSON

To	Rural-Port Waikato Community Board
Report title	Early engagement feedback for the Freedom Camping Bylaw 2023
Date:	02 May 2023
Report Author:	Jodi Bell-Wymer, Corporate Planner
Authorised by:	Sue O’Gorman, Customer Support General Manager

1. Purpose of the report

Te Take moo te puurongo

The purpose of this report is to invite the Community Board to provide early engagement feedback on the Freedom Camping Bylaw 2023.

2. Executive summary

Whakaraapopototanga matua

Staff are seeking feedback from the Rural-Port Waikato Community Board to help shape the formal consultation material that will open to the public for submission in the coming months.

Specific information on reviewing and creating restricted and prohibited areas is sought in alignment with the relevant legislation in the Freedom Camping Act 2011 (The Act). The Community Board early engagement survey will close at 5.00pm Friday 19 May 2023.

3. Staff recommendations

Tuutohu-aa-kaimahi

That the Rural-Port Waikato Community Board:

- a. notes that the early engagement for the Freedom Camping Bylaw closes on 19 May 2023.**
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4. Background

Koorero whaimaarama

The Waikato District Council Freedom Camping Bylaw 2016 (**2016 Bylaw**) was due for review by 17 October 2021. The 2016 Bylaw still has legal effect under section 160A of the Local Government Act 2002 until it is automatically revoked on 17 October 2023 (unless replaced sooner).

What is freedom camping?

Freedom camping is defined in the Act as 'camping within 200 metres of a motor vehicle accessible area or the mean low-water springs line of any sea or harbour, or on or within 200 metres of a formed road or a Great Walks Track, using one of more of the following:

- a tent or other temporary structure
- a caravan, or
- a car, campervan, house truck, or other motor vehicle.

It does not include staying at a camping ground, temporary or short-term parking of a motor vehicle, day trips, or resting or sleeping at the roadside to avoid driver fatigue'.

What the Freedom Camping Act 2011 allows through a Bylaw

The Act is permissive by default, which means its starting point is to allow freedom camping on all public land. The Act does recognise that some areas may not be suitable for freedom camping.

The Bylaw identifies areas where freedom camping is prohibited and restricted to manage how and where freedom camping can occur and what criteria is needed.

The Act states that councils can only prohibit or restrict freedom camping in an area if this is necessary to:

- protect the area e.g., to protect areas that are: environmentally sensitive/culturally sensitive.
- protect health and safety to keep freedom campers and other visitors to an area safe.
- protect access to the area where the presence of freedom campers would block access or could damage infrastructure.

The Act also requires the Council:

- not to ban (or effectively ban) freedom camping on all the land we manage through our bylaw (blanket bans).
 - to be satisfied that any prohibitions or restrictions are the most appropriate and proportionate response to freedom camping demand in the area, and the problems it would cause if allowed.
 - to have considered other ways to manage the problem, other than through a bylaw.
 - to make a bylaw that is consistent with the New Zealand Bill of Rights Act 1990.
-

- to map or clearly describe each area covered by prohibitions or restrictions, so freedom campers have certainty about what rules apply.

5. Discussion

Matapaki

Informal engagement using a social mapping tool was open to the public from 31 October 2022 to 27 January 2023. Staff are now seeking input from Community Boards and Committees on whether areas in the current Freedom Camping Bylaw should remain restricted or prohibited sites, as well as any additional areas the board may recommend staff consider a restriction of prohibition at.

Both the current areas in the Bylaw and any new areas must be shown to comply with the legislation to 'Protect the area, access or health and safety' as discussed in section 4 of this report.

Staff invite the Boards and Committees to provide feedback using Councils online engagement portal, Shape Waikato using this link:

<https://shape.waikatodistrict.govt.nz/EE-Freedom-Camping>

This feedback form will close at 5pm on Friday the 19th of May 2023.

6. Next steps

Ahu whakamua

Once the Community Board feedback has closed, a workshop will be held with Councillors on 07 June to discuss the final consultation documents. Formal consultation approval will be sought at the 11 July Policy and Regulatory Committee meeting.

7. Attachments

Ngaa taapirihanga

Attachment 1 – Waikato District Council Freedom Camping Bylaw 2016

https://www.waikatodistrict.govt.nz/docs/default-source/your-council/plans-policies-and-bylaws/bylaws/freedom-camping-bylaw-2016-reduced.pdf?sfvrsn=63acbbc9_10#:~:text=The%20Waikato%20District%20Council%20General,are%20identified%20in%20this%20bylaw.

To	Rural Port Waikato Community Board
Report title	Levels of Services Schedule for the Port Waikato area
Date:	11 May 2023
Report Author:	Karen Bredesen, EA to the General Manager Service Delivery
Authorised by:	Megan May, General Manager Service Delivery

1. Purpose of the report

Te Take moo te puurongo

To provide the Community Board with a Schedule of the Levels of Services offered for the Port Waikato area. A copy is attached for the Board's information.

2. Executive summary

Whakaraapopototanga matua

In the past, there have been requests to develop a document identifying the Levels of Services provided for each main area in the Waikato District.

The Levels of Services Schedule is not an exhaustive list of services provided, but it includes the core maintenance works that are undertaken throughout the District. The Schedule will provide a better understanding of timeframes and when works are likely to be undertaken.

This document has been shared with The Port Waikato Residents & Ratepayers Association, and will be uploaded to Council's website.

3. Staff recommendations

Tuutohu-aa-kaimahi

That the Rural Port Waikato Community Board receives the Levels of Services Schedule for the Port Waikato area report.

4. Attachments

Ngaa taapirihanga

Attachment 1 – Levels of Services Schedule – Port Waikato

Levels of Service – Port Waikato

Description of Work	Frequency/Dates Scheduled	Contractor
<p>Boat Ramps Maintenance (Boat ramps are non-slip and have no build up of moss, lichen, algae or detritus; Boat ramp users are not injured by mollusc shells) <i>(Port Waikato esplanade and Les Batkin were inspected on 4 April, Hoods Landing and Elbows were inspected on the 12 April 2023)</i></p>	12 x per year Monthly around the same time each month for consistency (when the tide is at the lowest point)	Citycare
<p>Drainage Maintenance & Repairs (Including small culverts)</p>		
<ul style="list-style-type: none"> Culvert maintenance (walkways) 	Monthly	Citycare
<ul style="list-style-type: none"> Road stormwater drainage (Waikato Regional Council if Regional drains) 	As required (reactive) and to programme if non urgent	WDA
<p>Footpaths (Hard Surfaces) Maintenance & renewals (Urban & Rural) <i>Please note in accordance with the Grass Verge Policy the maintenance of all grass verges which includes grass growing over footpaths is the sole responsibility of the adjacent property owner.</i></p>	Trip hazards (Safety issues, other work scheduled by WDA)	WDA
<p>Gardens/Shrub Maintenance (Parks and reserves, street gardens – annual bedding plants, ecological sites, renewals, landscaping)</p>	Weekly to Monthly (Varies depending on location)	Citycare
<p>Graffiti Control It is not Council policy to remove graffiti from <u>private property</u>, however, we can help with a solution in most cases. Click here to report graffiti.</p>		
<ul style="list-style-type: none"> Council owned assets and reserves 	As required (Weather dependent)	Citycare
<ul style="list-style-type: none"> Graffiti on or in toilets/bus stops 	Monthly/As required	OCS
<ul style="list-style-type: none"> Rural & Urban District-wide (WDA for local road structures and highway structures that can be seen from the local road). 	As required and as funding allows	WDA
<p>Illegal Dumping</p>	Reactive response for significant visible household dumping	WDA
<p>Lighting</p>		
<ul style="list-style-type: none"> Inground-lights (Contractor varies depending on whether lights are roading, parks or other assets) 	As required (Reactive)	WDA or WDC
<ul style="list-style-type: none"> Street Lights Maintenance & Repair in reserves, walkways, cycleways 	As required (Reactive)	Cushman & Wakefield
<ul style="list-style-type: none"> Street Lights Maintenance & Repair (including under veranda lighting) 	As programmed (Reactive)	WDA
<ul style="list-style-type: none"> Sports Lighting (Flood Lights) 	As required (Reactive)	Cushman & Wakefield

Levels of Service – Port Waikato

Description of Work	Frequency/Dates Scheduled	Contractor
Line Marking – Sports Fields	24 x per year <ul style="list-style-type: none"> As requested in the event application and sporting season. Hard surface line marking must be scheduled once per year in late summer to autumn for the best conditions. 	Citycare
Litter Control		
<ul style="list-style-type: none"> Roadside (Rural District-wide) 	Cyclic activity done when resource is available	WDA
<ul style="list-style-type: none"> Within Parks and Reserves (Depending on spec – LB1 – twice a day summer (once a day winter) / LB2 – Daily / LB3 – 3 times a week / LB4 – 3 times a week summer (once a week winter) / LB5 once a week / loose litter – once a week) 	Frequency depends on location, also ad hoc based on service requests.	Citycare
Mowing		
<ul style="list-style-type: none"> Street Verges and some drainage swales if in reserve and stormwater ponds – Urban (Adjacent to Council owned properties) (Depending on spec – PM2 – weekly / PM3 – fortnightly / PM5 Fortnightly / PM4 – monthly / PM7 – 2 monthly) 	Fortnightly (Varies, automated based on previous sign off/completion date)	Citycare
<ul style="list-style-type: none"> Roadside - Rural (Both road verges and alongside footpaths/cycleways. WDA in non-urban areas outside 70km/hr zone) 	Once a year on main arterial roads	WDA
<ul style="list-style-type: none"> Parks & Reserves/Dog Parks (Depending on spec – PM2 – weekly / PM3 – fortnightly / PM5 Fortnightly / PM4 – monthly / PM7 – 2 monthly) 	Fortnightly	Citycare
Playground Structures – Maintenance	26 x per year - Fortnightly	Citycare
Pump Stations (The small pump was replaced in March 2023)	Annual electrical and mechanical inspection – February/March	Watercare
Roading		
<ul style="list-style-type: none"> Road maintenance 	As required (Reactive and to programme timeframe if non urgent)	WDA
<ul style="list-style-type: none"> Road upgrades 	Scheduled projects within the Long Term Plan	WDA
Rubbish/Litter Bins - Clearance		

Levels of Service – Port Waikato

Description of Work	Frequency/Dates Scheduled	Contractor
<ul style="list-style-type: none"> • <u>Roadsides, Parks and Reserves</u> Litter Bins - clearance 	Varies depending on location (from 3 x per day to fortnightly)	Citycare
<ul style="list-style-type: none"> • <u>Parks & Reserves</u> Litter Bins - clearance 	Low Use = 52 x per year Medium Use = 116 x per year High Use = 284 x per year Premier = 508 x per year	Citycare
Rubbish/Litter Bins - Maintenance		
<ul style="list-style-type: none"> • Bins in reserves and open spaces (Depending on spec – LB1 – twice a day summer (once a day winter) / LB2 – Daily / LB3 – 3 times a week / LB4 – 3 times a week summer (once a week winter) / LB5 once a week / loose litter – once a week) 	Low Use = 52 x per year Medium Use = 116 x per year High Use = 284 x per year Premier = 508 x per year	Citycare
Rubbish/Recycling Collection		
<ul style="list-style-type: none"> • Rubbish/Refuse Collection 	Weekly on Monday	Smart Environmental
<ul style="list-style-type: none"> • Recycling Collection 	Weekly on Monday	Smart Environmental
Spraying		
<ul style="list-style-type: none"> • In reserves and some drainage swales if in reserves 	3 monthly (Weather dependent – 3 months since last spray)	Citycare
<ul style="list-style-type: none"> • Roadside (outside 70km/hr zone) 	Once a year on main arterial roads	WDA
<ul style="list-style-type: none"> • Weed Spraying - Urban (Cobbles in CBDs and urban kerb and channel) 	3 x per year / November, February, May	WDA
Stormwater		
	<ul style="list-style-type: none"> • The number of Stormwater flood/blockage events that affected habitable floors (expressed per 1000 connections): < 0.3 • The total number of complaints received by Council about the performance of the stormwater system (expressed per 1000 connections): < 1.25 • Level of compliance, number of the following Abatement, infringement notices, enforcement orders or convictions – 0 (annually – none on 2022/23) 	Watercare
Street Cleaning		
<ul style="list-style-type: none"> • Car park sweeping (mechanically sweep/blow sealed carparks) 	Monthly – 12 x year	Citycare

Levels of Service – Port Waikato

Description of Work	Frequency/Dates Scheduled	Contractor
<ul style="list-style-type: none"> • Steam clean pavements – footpaths, hard surfaces 	Annual check and as required	WDA
<ul style="list-style-type: none"> • Street Sweeping (Debris clearing all streets in CBD, kerbs in urban, sweeping intersections in rural areas through cyclic maintenance) 	Annual check and as required	WDA
Street Furniture/Assets Cleaning		
<ul style="list-style-type: none"> • Park benches, seats, bollards, planter boxes 	Roadside only, on approved project by project basis	WDA
<ul style="list-style-type: none"> • Council facilities-halls, park benches, seats, bollards, planter boxes in reserves 	As required	Cushman & Wakefield
Sumps – Cleaning/Clearing (Urban)	Annual check and as required	WDA
Toilet Cleaning	Every day in main areas of district Every second/third day for rural areas	OCS Group
Tree Trimming		
<ul style="list-style-type: none"> • Urban areas and amenity trees 	Cyclic rotation 4 yearly/or as required	Asplundh
<ul style="list-style-type: none"> • Rural Roadside (outside 70km/h zone) Trimming or felling 	Cyclic rotation 4 yearly/or as required for safety	WDA
Water Leaks	<ul style="list-style-type: none"> • Attendance for urgent call-outs: from the time that Council receives a notification to the time that service personnel reaches the site- 60min • Resolution of urgent call-outs: from the time that Council receives a notification to the time that service personnel confirms resolution of the fault or interruption – 240min • Attendance for non-urgent call-outs: from the time that Council receives a notification to the time that service personnel reaches the site ≤ 3 days • Resolution of non-urgent call-outs: from the time that Council receives a notification to the time that service personnel confirms resolution of the fault or interruption < 3 days • The total number of complaints related to Water services received by Council (expressed per 1000 connections to the networked reticulation system): ≤ 22/1000 (District wide) 	Watercare
Water Treatment Plants	<ul style="list-style-type: none"> • The extent to which the Council's drinking water supply complies with Part 4 of the drinking water standards (bacteria compliance criteria). – Must comply (and do) 	Watercare

Levels of Service – Port Waikato

Description of Work	Frequency/Dates Scheduled	Contractor
	<ul style="list-style-type: none"> The extent to which the Council's drinking water supply complies with Part 5 of the drinking water standards (bacteria compliance criteria). - Must comply (and do) 	

Further Information:

- If you have noticed a problem in our district that requires our attention (roading, waters, animals, litter etc.), or have questions regarding one of our services (refuse, recycling, billing etc.) you can **log a request via our online Report it tool**. Please do **NOT** contact the Contractor directly.

[Report it here](#) →

- For more **information about Services and Facilities** provided by the Waikato District Council

[Click here](#) →

Please note:

- Various levels of service are subject to funding availability.
- The dates when some works are scheduled are weather dependent.

To help plan what's needed now and in the future in relation to maintenance and design, repairs and development various activities are undertaken, such as:

- Weekly road inspections (District is split into quarters with 4 Inspectors monitoring road conditions)
- Routine maintenance on roads is carried out as required
- Night time street lights inspections are undertaken annually

Levels of Service – Port Waikato



LEGEND

- Property
- Reserve
- Water Body
- Territorial Authority boundary



Port Waikato

GIS Department
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To	Rural Port Waikato Community Board
Report title	Works, Actions & Issues Report: Status of Items April 2023
Date:	11 May 2023
Report Author:	Elaine Digby, EA to the General Manager Customer Support
Authorised by:	Megan May, General Manager Service Delivery

1. Purpose of the report
Te Take moo te puurongo

The purpose of this report is to update the Rural Port Waikato Community Board on actions and issues arising from the previous meeting and works underway in April.

2. Staff recommendations
Tuutohu-aa-kaimahi

That the Rural Port Waikato Works, Actions & Issues Report: Status of Items for April 2023 be received.

3. Attachments
Ngaa taapirihanga

Attachment 1 – RPW Projects-Issues-Activities and Actions April 2023

23
Rural Port Waikato Community Board Actions – April 2023

	Actions	To Action	Update/Response
1.	<p>Onewhero Area School Road Safety</p> <p>ACTION: Roading team to contact Onewhero Area School Principal, Ms Rebecca Bills, to discuss options for road safety around the school including make the school entrance and surrounds safer.</p> <p>December 2022</p> <p>ACTION: Staff to find if there was Road Safety Management Plan created for the school understood that Gareth Bellamy had been involved in developing one.</p> <p>March 2023</p> <p>ACTION: General Manager Service Delivery to provide the Board with a road safety plan for Onewhero School</p> <p>April 2023</p> <p>ACTION: Cr Eyre and General Manager Customer Support to follow up about the Road Safety Plan with General Manager, Service Delivery and Roading Manager</p>	Service Delivery – Roading, Grant	<p>July 2022: Visited school and met with Principal, working through options to reduce vehicle use and improve safety.</p> <p>August 2022: Options still under development.</p> <p>November 2022: Speed changes will be done in the next few months.</p> <p>February 2023: Speed changes project is currently in progress and will be fully implemented in the next few weeks.</p> <p>March 2023: The recent speed limit changes project, which is currently in implementation stage is part of the road safety plan. Staff are looking at establishing a budget for school safety in the next LTP.</p> <p>April 2023: The Team is currently working on a safety project of speed changes outside schools across the district. Staff are also working with Waka Kotahi and looking to establish a budget for school safety projects which are markings on the ground along with digital speed signage outside schools across district.</p>
2.	<p>Onewhero Drains</p> <p>March 2023</p>	Rosemarie Costar – Board member	March 2023: Service request lodged by Rosemarie Costar.

	Actions	To Action	Update/Response
	<p>ACTION: Rosemarie to put in a Service Request about cleaning the drains in Onewhero</p> <p>April 2023</p> <p>ACTION: Cr Eyre to put in service request to clear the Onewhero Society of Performing Arts drain.</p>	Deputy Mayor Carolyn Eyre	April 2023: Deputy Mayor Caro to provide update at the May meeting.
3.	<p>Submissions</p> <p>March 2023</p> <p>ACTION: Deputy Mayor Eyre to send the Community Board submissions on the Natural and Built Environment Bill and Spatial Planning Bill.</p>	Deputy Mayor Carolyn Eyre	<p>March 2023: No update received from Deputy Mayor Caro at the time of this report</p> <p>April 2023: Deputy Mayor Caro to provide update at the May meeting.</p>
4.	<p>Community Pools – Cleaning Chemicals</p> <p>March 2023</p> <p>ACTION: GM Customer Support to investigate if a blanket resolution for funding chemicals for community pools is possible</p> <p>ACTION: Funding representative to go back to community pools to see if they require funding for cleaning chemicals</p> <p>April 2023</p> <p>ACTION: Ms Costar to contact the Community Pool groups and ask if they require funding for pool cleaning chemicals.</p>	<p>GM Customer Support</p> <p>Rosemarie Costar, Board member</p>	<p>March 2023:</p> <p>GM spoken to Democracy Manager – blanket resolution is acceptable – indicate up to how much e.g. up to \$500 for the following pools ...</p> <p>Once we have the details of the pools that require the funding then we can put the resolution through and commit the funds.</p> <p>April 2023: Rosemarie Costar to provide update at the May meeting</p>

	Actions	25 To Action	Update/Response
5.	<p>Watercare</p> <p>March 2023</p> <p>ACTION: Watercare to send maintenance plan to community board who will pass it on to the community</p> <p>ACTION: Watercare to communicate on Facebook page how to report issues using the right channels</p> <p>April 2023</p> <p>ACTION: Watercare to provide timeframes for the maintenance plan to the Community Board.</p>	Watercare (Mat Telfer)	<p>March 2023:</p> <p>Mat advises the maintenance plan has gone to Leah.</p> <p>Notification to the Community will come from Council – Mat will ask John to send something out.</p> <p>April 2023:</p> <ul style="list-style-type: none"> • We are continuing to engage the impacted owners of the properties between 129 to 141 Manusell for access to continue the drain clearing and reshaping. • We will be clearing the drain at 125 Maunsell Road. • We are engaging the owner of 26 Centreway for the removal of bamboo trees from a stormwater drain bordering their property.
6.	<p>Map of Rural Port Waikato Community Board</p> <p>ACTION: Staff to request a map of the Community Board area with clearly defined boundaries and includes road names, landmarks and community grounds.</p>	Democracy	<p>February 2023: Democracy contacted GIS Team about updating the Rural-Port Waikato Community Board map. GIS Team advised that work is currently being undertaken to update all Community Board Maps and will inform Democracy once this work is complete.”</p>

	Actions	26 To Action	Update/Response
			<p>May 2023: The maps were left with Councillors to provide feedback and have only been returned last week – Democracy Manager will now meet with GIS team to have updated following the feedback.</p>
7.	<p>Roading Issues in the CB area</p> <p>ACTION: Chairperson requested to take new Roding staff member for a drive around the area to build rapport.</p> <p>March 2023</p> <p>ACTION: Roding team to contact Chair about doing a drive around Rural-Port Waikato area</p> <p>April 2023</p> <p>ACTION: General Manager Customer Support to advise Communications and Roding Team to update the Community Board when considering road closures.</p> <p>ACTION: General Manager Customer Support to find out how roads are prioritised on the work schedule and what the criteria is for fixing damaged roads caused by the Cyclone.</p>	Service Delivery – Roding	<p>February 2023: The Roding Engineer or Inspector can do a drive over with the chairperson to understand concerns.</p> <p>March 2023: This has passed to the WDA Inspector. The Team is currently extremely busy with the recent storm events. A drive over with the Chair will be scheduled as soon as achievable.</p> <p>April 2023: The Communications Advisor advises Community Boards/Committees of any upcoming road closure in their area. These are also uploaded to Council’s website.</p> <p>The damage is assessed by the Roding team and categorised in 3 phases.</p> <ul style="list-style-type: none"> • Phase 1 – these are initial responses, clearing slips, trees etc. • Phase 2 – this is identification, investigation and minor works.

	Actions	27 To Action	Update/Response
	<p>ACTION: General Manager Customer Support to find out what slips and road damage in the Community Board area were on the list to be fixed.</p> <p>ACTION: Cr Eyre to update the Board at the next meeting about road safety barriers.</p>	Deputy Mayor Carolyn Eyre	<ul style="list-style-type: none"> Phase 3 – is permanent re-instatement/repairs. <p>The Roding Manager will send the Board a link to google maps to identify sites of significance in their area, prior to the 10 May 2023 meeting.</p> <p>The funding provided by Waka Kotahi is specific to the Road to Zero projects and allows for corridor treatments. Specific to H22 the section identified in the pipeline tool is 7kms from Glen Murray Road to Waikaretu Valley Road. Funding was approved in the LTP for \$515,500.</p> <p>Waka Kotahi's pipe tool is how these locations are selected and funded and don't provide much flexibility.</p> <p>A Safety Engineer identified 21 sites along the 7km section that would benefit from guardrail which is about reducing the potential for harm, serious injury and or death.</p> <p>There may be some other high-risk areas across that corridor however there is a balance between "undertaking high-cost locations but short lengths" vs "do as much as possible in lower cost locations". The location is largely determined by the funding available and ability for the guardrail to be installed so as to avoid costly earthworks/ground beams (which require substantial design).</p>

	Actions	To Action	Update/Response
			Deputy Mayor Caro to provide update at the May meeting.
8.	<p>Port Waikato Waikaretu Road Safety Concern</p> <p>April 2023</p> <p>ACTION: Cr Eyre to follow up this matter.</p>		April 2023: Deputy Mayor Caro to provide update at the May meeting.
9.	<p>Abandoned vehicle in waterway</p> <p>April 2023</p> <p>ACTION: General Manager, Service Delivery to investigate if it is a regional or district council is.</p>	Service Delivery	April 2023: The Compliance Team advised that anything in a waterway is Waikato Regional Council as we have no jurisdiction.
10.	<p>Recycling Services – Glen Murray</p> <p>April 2023</p> <p>ACTION: What is the process for expanding the current recycling service at Glen Murray</p>	Phillip Ellis, Solid Waste Team Leader	<p>April 2023: The Glen Murray service is funded by a targeted rate paid by the properties in the designated catchment. Expanding the service to other areas constitutes a change in level of service which will need to be consulted on the next LTP.</p> <p>In preparation for that, Council will need to map the potential catchments, identify affected properties and negotiate the extra service with the Northern contractor, so Council can determine the potential targeted rate.</p> <p>Council is currently looking at introducing a similar service in a few selected rural areas, both East and West – this will go to consultation in the next LTP.</p>

Projects Update (as at 26 April 2023)

Sunset Beach Toilet and Carpark

Toilets

AES dispersal field has been confirmed to meet AS/NZS1547 requirements for flood resilience. The AES system was specified as it provides a higher level of treatment compared to a standard raised mound.

WDC are investigating further mitigation measures to be implemented at Sunset Beach during any significant flooding events.

Archaeological assessment has been completed, there is no known or visible archaeology within the footprint, and it is considered unlikely that archaeology will be present.

Response to WDC building consent query to be provided 28 April.

Maraetai Bay Carpark and Playground Upgrade

The pre-start meeting and karakia was completed on 19 April.

The construction fencing will now be installed, and existing playground equipment removed in preparation for installation of the new playground.

Te Kohanga Playground

Work has commenced with earthworks completed and base course being installed as the foundation of the playground. Then the playground equipment installation will get underway.



To	Rural Port Waikato Community Board
Report title	Discretionary Fund Report to 21 April 2023
Date:	11 May 2023
Report Author:	Jen Schimanski Support Accountant
Authorised by:	Alison Diaz, Chief Financial Officer

1. Purpose of the report

Te Take moo te puurongo

The purpose of this report is to update the Rural Port Waikato Community Board on the Discretionary fund spend to date, commitments and balance as at 21 April 2023.

2. Staff recommendations

Tuutohu-aa-kaimahi

That the Rural Port Waikato Community Board

- a. receives the Discretionary Fund report to 21 April 2023;**
- b. notes \$2,059.00 committed for pool chemicals was returned to the Discretionary Fund as per resolution RPWCB2303/02; and**
- c. considers the Discretionary Fund application below and determine if they wish to fund, partially fund, or decline these applications:**
 - i. Ngati Karewa, Ngati Tahinga Trust; and**
 - ii. Te Kohanga Rugby club.**

3. Attachments

Ngaa taapirihanga

Attachment 1 – Discretionary Fund report to 21 April 2023

Attachment 2 – Ngati Karewa, Ngati Tahinga Trust Discretionary Fund application

Attachment 3 – Te Kohanga Rugby Club Discretionary Fund application

RURAL PORT WAIKATO COMMUNITY BOARD DISCRETIONARY FUND REPORT 2022/23 (July 2022 - June 2023)

As at Date: 21-Apr-2023

	GL	I-216-1704
2022/23 Annual Plan		13,441.00
2021/22 Carry forward		36,240.10
Total Funding		49,681.10
Income		
Total Income		-
Expenditure		<i>excl GST</i>
18-Jun-22 Payment to the Port Waikato Resident and Ratepayers Association for the amount of \$944.17 (excl GST) towards the cost of building an addition to its "Little Library" at Cobourne Reserve	OTCB2206/04	944.17
05-Nov-22 Payment to Naike Community Incorporated for the amount of \$4,584.65 (excluding GST) towards the cost of repainting the local community's public pool per the OTCB meeting 6/9/2022	OTCB2209/05	4,584.65
15-Nov-22 Payment to the Port Waikato Residents and Ratepayers Association for the amount of \$2,125 (including GST) towards the cost of it's local publication, 'The Port Waikato'	TUCB/PRWCB2211/11	2,125.00
21-Dec-22 Payment to the Port Waikato Residents and Ratepayers Association for the amount of \$1,600.00 (excluding GST) towards the cost of Christmas/Summer events in Port Waikato per the Onewhero-Tuakau Community Board meeting 06/09/2022	OTCB2209/05	1,600.00
Total Expenditure		9,253.82
Net Funding (Excluding commitments)		40,427.28
COMMITMENTS:		<i>excl GST</i>
30-Mar-23 Commitment of a payment to the Onewhero Society of Performing Arts for the amount of \$2500 (excluding GST) towards a replacement fridge and freezer.	RPWCB2303/0	2,173.91
Total Commitments		2,173.91
Net Funding Remaining (Including commitments)		38,253.37

Name of your organisation and contact person	Te Kohanga Rugby Football Club, Arohaina Tupaea
What is your organisation's purpose/background (who are you? what do you do?)	We are a rugby sports committee with one senior team located in the heart of Te Kohanga. We have a goal to grow our teams from junior and women's through the coming years. We have been a family/orientated sports group for many a years and have been supported by whanau and those that have been there past and present. We sit under the Te Kohanga Sports and Community Club who have other groups such as the youth/ rangatahi. We have 21 registered senior players whom are from the local area. Our committee members are past players and partners of whom come with great knowledge of the game rugby. Our vision is to grow our sports team
Phone number/s	0212769369
Email/address	tekohangarugbyclub@gmail.com
What is your event / project, including date and location?	One of our current projects is to introduce technology within our building located at 969 Tuakau Bridge- Port Waikato Road Te Kohanga 2693 Our first home game is the 29th April 2023
How will the wider community benefit from this event/project?	As the building is utilised by other groups from within and including the wider community, there will be an opportunity to gain internet access, sharing information on a screen/TV through google search engine or websites of the groups choice, having events and allowing a PA system control the volume to reach all areas of the building a field, capturing special moments on video, gaining access to Micro office via Ipad to document information then to email or using to record information and having a landline phone available. There is also needs to have a eftpos machine given most purchasing today via cards.
Are you GST registered?	Yes
GST Number	138-279-677
What is the total cost of your project/event?	3000,00
Existing funds available for the project. Include any projected income i.e. ticket sales, merchandise etc.	0.00
Project Breakdown (itemised costs of funding being sought)	Technology
Amount	2700.00
Project Breakdown (itemised costs of funding being sought)	Security
Amount	300.00
Project Breakdown (itemised costs of funding being sought)	



Te Kohanga Rugby Football Club- Meeting

05 February 2023

Location: TKSC, 969 Tuakau-bridge Waikato Road, Tuakau

Time: 9.30am

STATUS OF AGENDA:

Monthly meeting

1. Karakia
2. Apologies
3. Accept previous minutes
4. Action points
5. Treasurers report
6. Delegates report
7. Team/ sponsorship managers report
8. Head coach report
9. Funding/ fundraising officer report
10. Calendar plan for the year
11. GB
 - Facebook
 - Google
12. Karakia whakamutunga

KARAKIA

H Minhinnick

PRESENT:

A Tupaea, H Minhinnick, W Peters, W Taupo, P Heta, P Cooper

APOLOGIES:

J Waterhouse, T Potini, J Kihi: moved W Taupo second W Peters

PREVIOUS MINUTES:

Accepted true and correct: moved H Minhinnick second W Peters



MOTION TO MONTHLY MEETING:

1. Action points on going

See action point sheet for completed actions which will be removed after a month.

- Register GST awaiting P Kihi due to IRD numbers required to complete this process not present to update. W Peters what's the go with this? A Tupaea 1st person at IRD said it makes everyone responsible 2nd person at IRD said if the Treasurer or executive members leave there are others to contact. Yes I know it's a privacy thing but we are here and are responsible also in saying this we should trust in each other. Yes there are so many scams going on I understand however it's a government body and they must to protect us or be responsible to us. W Peters it's not hard to get anyone's IRD. P Heta suggested attaching all documents ie incorporation number. A Tupaea yes you are correct however we can not move past the requirement of having every executive member IRD number before getting to the required documents stage. H Minhinnick so we have a IRD number A Tupaea no not at this stage as we require all executive members IRD numbers awaiting P Kihi at this stage. P Heta maybe we use someone else's number to move on as we do need a IRD? A Tupaea unfortunately all executive members that were elected at the initial meeting need to provide their IRD numbers so we can't move on either way.
- Start date for Balle Brothers W Peters after speaking to C Taylor their staff have been doing the mahi due to the weather.
- Obtain strapping course dates A Tupaea awaiting dates
- Obtain referee training course dates A Tupaea awaiting dates
- Book home games and training fields with Waikato Council A Tupaea I'm sure J Waterhouse has completed this action, but we will leave it till our next meeting
- Clarification on operations from TKSC A Tupaea requested update from W Peters policies between clubs and affiliation fees. W Peters was hoping for M Kihi to be here we want to work it out so were not getting smashed. A Tupaea yes and to make sure everything like power, insurance as such and operations.

Action points moved to GB

- Set club working bee
- Register for first aid plus rugby course
- Apply for fundraising support through Spark
- Access FB settings to make public
- Order missing playing jerseys
- Obtain quote for new training gear

2. Treasurers report

H Minhinnick not available

3. Delegates report

- P Cooper everyone got an email from A Tossell? A Tupaea its only you and I. P Cooper we had a meeting on the 13th of February 2023 at the moment first aid courses coming up 2-day course \$50 if anyone is wanting to do these will need to register. A Tupaea dates are the 27th and 28th of March 2023 5.30pm-9.30pm. The following have a first aid certificate A Tupaea, P Heta, W Taupo. H Minhinnick I will look into doing it.
- P Cooper with all the delegates at the meeting there are a few changes. H Minhinnick we have been asked to sort out the rounds we can agree or disagree to. A Tupaea so what's best for us? W Taupo so there's 12 teams. W Peters so it will be 16-18 rounds that's a long season. A Tupaea



first game is the 15th of April 2023. W Peters I would look at the 12 and the split. Moved by all that we go for the split. P Heta and a good incentive for the players if we don't get into the top 6, we go for the bottom 6.

- P Cooper who would we want to play first up people are asking. P Heta I don't think its matters who we play we will have to play everyone. P Cooper why I ask also is if we host the first home game, we need to be upskilled make sure we are up to it, if we time restrictions on being ready then maybe we take another week to get there. W Taupo we have to be ready if we are going to host the first game this all needs to be done like P Heta said it doesn't really matter weather we host the first game or away. P Cooper A Tossell likes to give us the option. P Heta I guess its more so about who we want for the first home game cause remember we have to play everyone but not to say it will draw as home then away but if we do want to play teams home that's who we should be targeting to play those. P Cooper a lot of teams want to give to our club. W Taupo I like the idea of targeting the teams we want to play home. W Peters it would be good to try and get Home then away games instead of like last year home, home, home then away we were getting back to back homes. P Cooper that's something to take back to the delegates meeting. P Heta is there any byes? P Cooper Easter weekend, Matariki public holidays no confirmed draw as yet

4. Team/ sponsorship manager report

H Minhinnick not available

5. Head coach report

- W Taupo started training Thursdays there is a lot of players there a lot that can't come to training with work, but they put their apologies in. We needed to make a start and wanted to do that Saturday but the weather. W Peters its good that you have started. W Taupo Teina Nahi approached to be our trainer this year he never wants to cancel training rain hail or shine. A Tupaea have you been getting good numbers? W Taupo 12. W Peters they are communicating the ones that can't make training just not turning up which is good. H Minhinnick some have commitments. W Peters its our homies. W Taupo they just do not communicate, not sure how to change that. P Heta I think once we get some pre games together we will find they will jump on. W Taupo and the Facebook feeds. H Minhinnick Nadine to help recruit to help W Taupo so he can just look after the players.
- W Taupo hope to have a, few pre-season games set up just waiting on dates. H Minhinnick Pirongia, Kihikihi. P Heta will contact North Hauraki. W Taupo we want to get a couple in before the season kicks off. P Heta could look at Tairua that way we could have netball and us it's just the travel. W Taupo just for now let's try and target some games, 2 weeks before the season I don't want any games.

6. Event managers report

- W Peters I have been looking over some of the health and safety and will be sticking signs up at the gates and around the fields especially around alcohol and for our kids. H Minhinnick do we slow this traffic down game days for events putting cones out and hopefully the hill? W Peters we could see the Waikato council about that for 100m each side and if we traffic control our parking inside the gates. We have the bottom and top gates if we need an ambulance.
- P Cooper can we make sure through our speech that its said where our fire exits, and assembly points are? H Minhinnick will get J Kihiki onto that being our Club manager.



7. Club managers report

- H Minhinnick not available

8. Funding/ fundraising officer report

- A Tupaea the Sparks event for the 4th and 11th of March have been accepted for our numbers of 25. Due to the wet weather conditions the event may change venues however we will be attending both events. I will continue to follow up with Mike Swan as he coordinates these events, he also knows the rugby club well from playing for Karaka back in the days so he is willing to support us wherever he can and what is available. W Peters keep our numbers at 25 if some pull out, we will keep a back up list 25 is a good number. No pre-season games will be on these dates to make players available.
- A Tupaea I have been given the chance to apply through Waikato council some funding for community board/ committee my aim is to apply for funding to assist with us in technology ways. As you are all aware we have no internet available here. Avenues to use this equipment are meetings are held monthly, home games due to live scoring also eftpos for purchase of goods. P Heta push those avenues and there are good points to argue. W Peters give it a go as yes, we do need it. A Tupaea can I also mention there are Rangatahi that utilise this venue and young people are technology driven. P Heta offered to assist A Tupaea with the application process.
- P Heta in regard to grants do we have a supplier? A Tupaea in regard to uniforms? At the moment no, we use different suppliers for our uniforms in the past and change when need or to the cheapest best product at the time. Onu are the playing jersey suppliers at the moment but very hard to communicate with, quality. P Heta well we should have a contract with a supplier for rebates, so how it works is we sign few years and if we make so much, we get it back in a rebate. This does lock us in Papakura so all uniforms are purchased through them and also when applying for grants they will assist with the two-quote requirement that grants require saves time and us looking around. Also check in with Counties Rugby Manukau may have a supplier so check with A Tossell. A Tupaea at this stage we are not looking to change suppliers, but it will stay on the table for the end of this season for contracts in 2024. P Heta could give opportunity to attend corporation events i.e. All Blacks I will look into for us.
- A Tupaea on funding can we apply for transport funding. P Heta yes you can but you will need the draw of the games. A Tupaea cousin Raiha Kukutai mentioned to request sponsorship from her husband. A Tupaea to look into this.
- P Heta a really important one is to look into funding for first aid kits and strapping kits for the year. Tap into local pubs with slot machines. W Peters yes and building a relationship with owners where to the point they will deposit so much each year into the club. P Heta as soon as we have our GST/IRD sorted I will help J Waterhouse to apply through as much avenues as we can that is available to us. Grants and fundings that we apply for need to be brought through the meeting to minute then apply
- H Minhinnick I put us down for a fundraiser at Grahams funeral in Tuakau to do a hangi on the 18th of March 2023. W Peters what is it? Is it a market day? H Minhinnick yeah market day on Facebook it's a Saturday. P Heta does it clash with the other event dates? W Peters no its just 3 events in a row. H Minhinnick is it too much? P Cooper we have pre-season games and those events it could be. W Peters put it this way if we have the numbers that will stay and do that, we can look at it we won't say no, if there isn't a game we might have enough to stay back to



do it. A Tupaea Hangi are an easy selling point because we can pre-sell the tickets before the day, so we know how many to make. W Peters look into it and confirm at the next meeting

- W Peters asked what the amount was for the fundraiser for the fencing job. W Taupo \$3,000.00. A Tupaea requested if the monies would be deposited into the club account? Or what is the plans with the money. W Taupo at the moment T Potini has already gone ahead with the training gears. A Tupaea not sure if the process is correct but shouldn't the funds being financial, it not come through the club or need an invoice and is its good practice? P Heta if it is through a meeting and minuted then yes if it's not mention then no it's a personal thing. A Tupaea well is it good practice as I can see us managing one door then doing something at the other door, those are the old ways, and I am not here to work that way it will make my job hard. P Heta its about intent if it is for personal gain then no but it's not personal it's been spoken about all we need to know where the money is going. A Tupaea well that just makes my job as a secretary hard because you want me to minute somethings and not other things then I'm running behind the scenes. W Peters then you're running two books. A Tupaea I would rather for us to bring it to the table, putting it where it belongs and using it for what we need to use it for as a whole, otherwise it's too hard to manage. Moving forward any fundraising monies needs to come through the correct avenues as a process. P Heta when we do that, we will pay GST one month then receive GST one month. A Tupaea yes that's the reasons we have gone into being incorporated, applying for GST and I guess I don't want to waste my time in getting us legit to work like the old days those days are gone, we need to move with the times. This keeps us transparent, and it builds trust with each other. P Heta good records is transparency, now you have your bank account in place and getting the GST in place. A Tupaea yes, our processes are getting up to date. W Peters yes if the pakeha come in, we prepared, and it gets easier as we go.

9. Calendar plan

H. Minhinnick need the draw

10. General business

- H Minhinnick we need a date for a working bee. Things to do. W Peters we don't need a lot. P Heta write what will be involved in the working be and plug out what we may need i.e. water blaster. H Minhinnick will write a list to get out. Working bee date set for the 18th of February 2023
- A Tupaea we have a Facebook page and Google account which are attached to M Kihi personal pages. I'm asking that we look into having ones for the club's use. H Minhinnick when you look into our Facebook page we are asked to be a friend where if you look into other sport groups like Pukekohe Rugby its just a follow or join. A Tupaea I'm asking to do a new page for rugby and to sit as a link on this Facebook page as we can keep that page for TKSC on goings and I don't want to lose that page given the history. H Minhinnick requested to speak to M Kihi.
- A Tupaea the Google email we have has a drive for all of our documents to be filed and to send emails from as to keep everything on records and not having to chase whom what this and that. I am asking to give access to those who will apply for funding or sponsorships, given we have P Heta on board and is helping with funding/ grants he will need access along with J Waterhouse. All passwords and documents are for the use of Te Kohanga Rugby Football Club matters only.
- P Heta Manurewa where giving away a lot of stuff have we heard anything. A Tupaea I think we may have missed out I put that up ages ago. P Heta spoke with A Tossell and said there maybe stuff available. P Cooper will look into this



- P Heta do we know how much fees are? H Minhinnick \$100.00? A Tupaea we should have this at our next meeting as we are awaiting the affiliation fee to TKSC. P Heta can we get a break down of the fees once we know what they are so we can pass it onto the players.
- P Heta when is the scut off for registrations? A Tupaea myself and J Waterhouse had training with A Tossell on Friday, and we can register before and 12pm on game day and throughout the season. Players can be sent a link and register however they will need a photo to complete the registration or J Waterhouse can do it for them through Sporty.nz. P Cooper the team needs to be submitted by Fridays of each game week.
- P Heta Rugbysmarts. Coaches need to register. W Taupo has completed his course. P Cooper to check for course dates. P Heta need to have at least three.
- P Heta can we look into lights for the training fields. A Tupaea it was quite hard to get those fields however I was lucky enough to get a very helpful lady that stuck with us and pushed for us to use them as she seen them as a waste of grounds. She was willing to put a portaloos there but the lights may take sometime but she will table it at every opportunity of hers. J Waterhouse will need to follow this sup but if the lights do start there will no doubt be a fee. Also softball use the fields now too. P Heta if so, check if lights are automatic or will manned and looking at training a Tuesday and Thursday.
- P Heta our bar is ready to run? W Peters there are still documents to complete legal side of things i.e. constitution to fit all services that may use this club the request is to have it completed before the season starts. P Heta it's really important for Rugby.
- P Heta kai hosting? What does that look like? Players bring a plate or provide? W Peters C Taylor may support in this area. A Tupaea for the last 2 years the players have been bring kai. W Peters even if we get the players to give \$20.00 each for home games and we go do the shop as long as we feed the people Kaupapa our kids, visitors and players. P Cooper ask the players take the responsibility off the committee we a small group take the pressure oof us.
- P Heta field set up? P Cooper sets the morning of a home game. P Heta Players to help set and pull down
- P Cooper drinking after the games in the changing rooms. P Heta yes what's the policy on that one? W Peters Counties Rugby have requested no drinking in the changing room. Especially with our players sitting in the changing rooms and coming out when the visitors leaving. P Heta if we do drink in the changing rooms the players have say 1 hour to be out. Needs further discussing.
- P Heta showers are hot. W Peters yes all on gas just needs a tidy up
- P Heta what happens with the playing gear i.e. jerseys after the game do we wash or? A Tupaea Tuakau Laundry look after our laundry 1 year they sponsored, last year we paid, I am happy to see them again to have them as a sponsorship. All items will be returned after every game. P Heta will be listing who has what and making sure items are returned, only if players should go on in emergency ways they may need to be replaced.
- P Heta dress code for after the game. H Minhinnick T Potini wants us to come in tidy. W Taupo we are getting dress shirts. Players gears have been sorted from training to dress shirts.
- P Heta if anyone isn't happy with the players or team let the team management know, if stand down needs to happen we happy to do that
- P Heta requested a sponsorship form. A Tupaea will email and give email access to P Heta.



Next meeting 5th of March 2023 9.30am

11. Whakamutunga/Karakia:

Katoa

Time meeting closed: 12.35pm



Action	Person responsible	Due by	Completed
Register for GST/IRD number	A. Tupaea & P Kihi	05.03.2023	
Submit monthly GST returns	P. Kihi	05.03.2023	
Start date for Balle Brothers	J. Waterhouse	05.03.2023	
Update information for Spark events	A. Tupaea	05.03.2023	
Obtain strapping course dates	A. Tossell	05.03.2023	
Obtain referee training dates	A. Tossell	05.03.2023	
Book home games and training fields with Waikato Council	J. Waterhouse	05.03.2023	
Clarification on operations from TKSC	M. Kihi	05.03.2023	
Create FB page for TKRFC to link to TKSC	A Tupaea	05.03.2023	
Order missing playing jerseys	J. Waterhouse	05.03.2023	
Obtain quote for new training gear	T. Potini	05.03.2023	
Advertise and list items for working bee 18.3.2023	H Minhinnick	16.03.2023	
Obtain the 2023 season draw	P Cooper	05.03.2023	
Contact Waikato council for slow traffic signs and cones	W Peters	05.03.2023	
Include emergency exits during speech for home games	J Kihi	05.03.2023	
Apply for technology funding through Waikato council	A Tupaea & P Heta	05.03.2023	
Apparel contract with a supplier for 2024	P Heta	26.08.2023	
Apply for transport funding or sponsorship	A Tupaea	05.03.2023	
Apply for lotto grants for first aid and strapping gear	P Heta & J Waterhouse	05.03.2023	
Confirm hangi fundraising at Grahams funeral	H Minhinnick	05.03.2023	
Make Google drive and email accessible to P Heta	A Tupaea	05.03.2023	
Request equipment from Manurewa	P Cooper	05.03.2023	



Confirm players fees	TKSC	05.03.2023	
Request the lights for training fields from Waikato council	A Tupaea	05.03.2023	
Further discussion on drinking alcohol at home games	TKRFC	05.03.2023	
Submit all IS documents to New Zealand Companies	A. Tupaea	01.01.2023	Completed
Complete banking mandate, tax residency and online access	P. Kihi & A. Tupaea	01.01.2023	Completed
Set club working bee	All	Open	Completed
Register for first aid plus rugby course	J. Waterhouse	28.02.2023	Completed
Letter-headed club sponsorship PDF form	M. Kihi	01.01.2023	Completed
Provide bank account number	P. Kihi	01.01.2023	Completed



42

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Apple 10.2inch iPad Wi-Fi 64GB - Space Grey

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Pure Acoustics

\$239.08 Don't Pay **\$384.94**

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Leaves warehouse in **1-2 business days.**

Sold by KG Superstore
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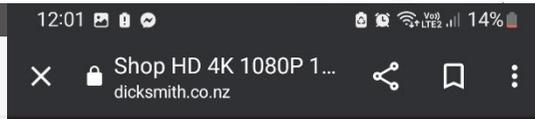
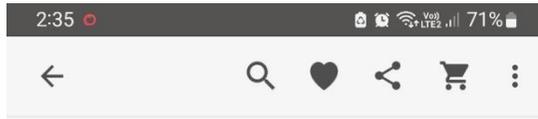
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Home Delivery 5-7 business days Oversized delivery charges apply. Urban \$75, Rural \$90.

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Hi Arohaina

Thank you for your call, we are looking to check if we can get Copper broadband at 969 Tuakau Bridge-Port Waikato Road, RD 3 Te Kohanga 2693. Request has been submitted to Chorus to check if copper network is available. If service is available then the follow are some of the cost that might incur for getting a first time connection:

\$190 1st time connection

\$69 Site Visit

\$196 Copper wiring up to 100m, over that would be \$2.30/meter

Plans charges would depend if you are looking to set up a business plan or a consumer one.

Once Chorus has come back with results I would contact you back.

Regards

Stanley Ngan
Customer Advisor
Spark New Zealand Trading Limited

T Chat with Us - www.spark.co.nz/chat

E Stanley.Ngan@spark.co.nz

www.spark.co.nz

Form: [Discretionary & Funding Committee Funding Application Form](#)

A new response was submitted on 20 March 2023.

Name of your organisation and contact person	Ngati Karewa, Ngati Tahinga Trust
What is your organisation's purpose/background (who are you? what do you do?)	<p>Ngati Karewa, Ngati Tahinga Trust is a Charitable Trust incorporated under the Charitable Trusts Act 1957 on the 22nd day of December 1989. The Trust was set up as kaitiaki (guardians) for the hapū for the whenua returned to the Ngati Karewa Ngati Tahinga hapu from the Anglican Church New Zealand. The hapu's purpose is to provide housing, for kaumatua, and its low-income whānau and to manage land on behalf of the hapu; land that was returned to the Ngati Karewa Ngati Tahinga hapu in 1989. All our trustees are made up of members of Weraroa/Pukerewa Marae, Oraeroa Marae, and Te Kotahitanga Marae and are very experienced and knowledgeable in tikanga and mātauranga Māori, having established Te Kura Kaupapa O Te Puaha O Waikato which is situated on Oraeroa Marae in 1994. Our Trustee members are made up of the Chairperson of Oraeroa Marae (kaumatua); a Trustee of Te Kotahitanga Marae (Kuia); The Principal of Te Kura Kaupapa Māori o Te Puaha o Waikato (member of Oraeroa Marae); CEO of Ngati Tamaoho Trust (member of Weraroa and Pukerewa Marae); the Personal Assistant to the CEO of Huakina Development Trust (member of Te Kotahitanga Marae); and the Kaiwhakahaere of the Huakina Development Trust Covid 19 Team within Franklin and Te Puaha o Waikato (member of Oraeroa Marae). My name is Rereokeroa Shaw and I am a beneficiary member of Te Kotahitanga Marae in Te Kohanga and Chairperson of Ngati Karewa Ngati Tahinga Trust. I formally retired from the University of Auckland in 2019 in my role as a Māori Medium Professional Leadership Development (MMPLD) Educator, specialising in Te Reo, Te Tiriti o Waitangi and Tū Rangatira Māori Medium Education Leadership.</p>
Phone number/s	+64274035284
Email/address	rereokeroa@gmail.com
What is your event / project, including date and location?	<p>Matariki Celebration: This event is an event that the Trust wishes to celebrate annually at Port Waikato. It is proposed to hold this event at the Port Waikato Community Hub on Friday 7 July 2023. A nominee/volunteer from the community of Port Waikato (either Maori or Pakeha) will be invited to represent one of the 9 Matariki Stars of Matariki. They are invited to dress up to reflect their interpretation of what their star represents. They will parade on a catwalk displaying their interpretation and will give a short speech on their understanding of their star. The proposed Matariki Programme begins with the Hau Tapu Ceremony: 5.00 pm The Call to all attendees to assemble at the water's edge in front of the Community Hub by the pūkaea and pūtata. 5.30pm Karanga, Karakia, himene, mihi whakatau will then take place. The history of the Hau Tapu Ceremony and its significance will then be shared on the beachfront with all attendees. 5.45 pm All guests will then be called with a karanga into the Community Hub 6.15 pm "Ngā mate o te tau" (a PowerPoint presentation will be shown remembering our loved ones who have passed since the last Matariki) 6.45 pm Dinner will be served. 7.30 pm Matariki - a PowerPoint presentation explaining the history of Matariki 7.45 pm The 9 volunteer Matariki Stars will Parade on the cat-walk. 9.00 pm A kapa haka performance by the Kaumatua of Te Puaha o Waikato will conclude the evening. 9.30 pm Karakia Whakamutunga</p>

How will the wider community benefit from this event/project?	This Matariki Project is alcohol free and aligns with Tikanga Maori, Matauranga Maori and Māori History. The aim to involve and encourage the local community of Port Waikato to have a better understanding and significance of Matariki. We propose to hold these events annually in Port Waikato.
Are you GST registered?	No
GST Number	
What is the total cost of your project/event?	\$14,299
Existing funds available for the project. Include any projected income i.e. ticket sales, merchandise etc.	\$2,050
Project Breakdown (itemised costs of funding being sought)	Refer to attachment.
Amount	\$2,399
Project Breakdown (itemised costs of funding being sought)	
Amount	
Project Breakdown (itemised costs of funding being sought)	
Amount	
Total Funds being sought from WDC	\$2,399.00
Has / will funding been sought from other funders?	Yes
Organisation	Te Puni Kokiri
Amount	\$9,850
Organisation	Ngāti Karewa, Ngāti Tahinga Trust
Amount	\$2,050
Organisation	
Amount	
Total Funds being sought from other funders	Total \$11,900
Describe any donated material / resources provided for the event/project:	Staffs of the Port Waikato Holiday Park, Whanau Oranga, Huakina Development Trust and the Rangatahi of Te Kumi Paa.

Copies of written quotes and any other additional information that may assist the board/committee to make an informed decision on your application	Matariki Budget & Silver Fern Price List.docx
Name	Rereokeroa Shaw
Date	1947-12-19
Position in Organisation	Chairperson/Trustee

[View response](#)

Tables

Round Table 1.8m 6ft (seats 10)	\$24.00
Round Table 1.5m 5ft (seats 8)	\$20.00
Round Table 1.2m 4ft	\$16.00
Round Table 90cm 3ft	\$14.00
Wooden Rustic Table 2.4m	\$40.00
Wooden Rustic Table 1.8m	\$35.00
Trestle Table 2.4m 8ft	\$15.00
Trestle Table 1.8m 6ft	\$13.00
Stainless Steel Prep Table 1.8m	\$35.00
Bar Learner Round 90cms	\$16.00
Kids Trestle Table & Round 1.2m	\$12.00

Tables

Black & White 3m (Round)	\$19.00
Black & White 2.3m (Round)	\$16.00
Black & White Standard 1.4x3.0 (Trestle)	\$12.50
Black & White Small 1.4x2.0 (Trestle)	\$8.00
Black & White Banquet 2.2x3.9 (Trestle)	\$22.50
Table Skirt Black & White 4m	\$25.00
Table Skirt Black & White 6m	\$35.00
Table Runner	\$2.00
Chair Sash	\$2.00
Lyca Chair Covers, Black & White	\$3.00
Napkins, Black & White	\$2.00
Lyca Bar Learner Covers	\$12.00

Chairs

Barrel Chair White	\$3.00
Folding chairs white	\$7.00
Chavari Chair White	\$8.50
Wooden Cross Back Chair	\$10.00
Bar Stools	\$12.50
Forms 1.8m Long	\$10.00
Kids Plastic Chair White	\$2.00

Glasses

Beer / Juice / Champagne Flutes / 270ml Wine	\$0.80
380ml Wine Glass	\$1.00
Martini/Margarita Glass	\$1.00
Beer handles	\$0.70
Glass Jug 1.5 Litre	\$3.50
Glass Carafe 1 Litre	\$3.00
Tall Vase	\$3.00
Shot glasses	\$0.50
Glass Drink Dispenser 8.3 Litre	\$10.00

Platters

Small Oblong	\$3.00
Small Double Platter	\$3.00
Small Platter	\$2.50
Oblong Platter	\$4.00
Oval Stainless Steel Platter	\$5.00
Black 10 inch Platter	\$2.50
Black 12 inch Platter	\$3.00
Black 14 inch Platter	\$3.00
Black 16 1/2 inch Platter	\$4.00
Black 14 inch Square Platter	\$4.50

Crockery

Extra Large Dinner Plate	\$1.00
Dinner Plate / Side Plate / Dessert Bowl	\$0.80
Small Dessert Bowl	\$0.80
Cup & Saucer	\$0.80
Coffee Mug	\$0.80
Sugar Bowl / Small Tea Pot	\$2.00
Milk Jug	\$1.00
Salt & Pepper Shakers (pair)	\$2.00
Dipping Bowls	\$0.50
Small Salad Bowl	\$3.00
Large Salad Bowl	\$4.00

Cutlery

Steak Knife / Table Knife / Entree Knife	\$0.40
Table Fork / Entree Fork	\$0.40
Dessert Spoon / Soup Spoon	\$0.40
Teaspoon / Cake Fork	\$0.20
Food Tongs	\$0.60
Solid Serving Spoon Large	\$2.00
Slotted Serving Spoon Large	\$2.00
Solid Serving Spoon Small	\$0.50
Wedding Knife Set	\$5.00

Preparation Utens. Stainless Steel

Large Chaffing Dish Oblong	\$27.00
Extra Chaffing Dish Inners - Large	\$6.00
Extra Chaffing Dish Inners - Small/Medium	\$4.50
Single Chaffing Dish Round	\$15.00
Extra Deep Single Chaffing Dish Round	\$20.00
Chaffing Dish Fuel	\$5.10
Hot Water Urn 12 Litre	\$15.00
Hot Water Urn 20 Litre	\$42.00
Single Deep Fryer	\$45.00
Double Deep Fryer	\$80.00
Pie Warmer	\$50.00
10 Litre Punch Bowl & Ladle	\$15.00
Ham Stand	\$5.00
Stainless Steel Water Jugs 1.5 Litre	\$3.50
Cake Stand Round 33cms	\$10.00
Champagne Buckets	\$12.00
Large Ice Buckets	\$8.00
Round Drinks Tray	\$2.50
Coffee Urn 20 Litre	\$48.00
Coffee Pump 5 Litre	\$10.00

Refrigeration

Single Door Glass Front Fridge	\$280.00
Bar Fridge	\$250.00
Large Chiller Trailer	\$350.00
Freezer - Storage 145 Litre	\$150.00

Flooring

Black Plastic Flooring M2	\$10.00
Dance Floor 4.8x4.8m Plywood	\$350.00
Dance Floor: Wood Grain Interlocking (hard flat surface only)	\$450.00
Stage 2x1m 300/600 High	\$70.00
Stage 4.8x3m	\$300.00

Miscellaneous

Topiary Plants	\$15.00
Pillars	\$20.00
Full Wine Barrel	\$50.00
Half Wine Barrel	\$15.00
Large Roaster	\$200.00
Spit	\$200.00
BBQ	\$100.00
Gas Bottles	\$50.00
Gas Ring Medium	\$25.00
Hot Boxes	\$325.00
Gas Oven	\$450.00
Extra Large Oven Trays	\$6.00
Outdoor Heaters	\$175.00
Inferred Heater Double With Stand	\$130.00
Inferred Heater Single With Stand	\$100.00
Rustic Bar	\$100.00
Rustic Bar With Two Wine Barrels 2.4m	\$100.00
Bollard & Rope	\$15.00
Extra Bollard & Rope	\$5.00
Red Carpet 6m	\$90.00
Red Carpet 8m	\$90.00
Challenger Sound System	\$150.00
Umbrellas Black 3m	\$50.00
Fire Extinguishers & Exit Signs	\$25.00
TV & Stand 42 inch	\$125.00
Generator 2.KVA	\$250.00
Weights 100Kgs	\$20.00
Weights 500Kgs	\$40.00

Lighting

Chandelier	\$60.00
Rustic Chandelier	\$80.00
Festoon Lights 10m	\$35.00
Fairy Light Back Drop 2m x 2m	\$60.00
Fairy Lights/Chandeliers (10x10)	\$150.00
Fairy Lights/Chandeliers (10x15)	\$250.00
Fairy Lights/Chandeliers (10x20)	\$350.00
Fairy Lights/Chandeliers (10x25)	\$450.00
Fairy Lights/Chandeliers (10x30)	\$550.00
Fairy Lights/Chandeliers (10x35)	\$650.00
Flood lights	\$40.00
Extension Cords (25m)	\$10.00

Linens

Full Silk Liner and Pole Wraps (10x10)	\$400.00
Full Silk Liner and Pole Wraps (10x15)	\$550.00
Full Silk Liner and Pole Wraps (10x20)	\$700.00
Full Silk Liner and Pole Wraps (10x25)	\$850.00
Full Silk Liner and Pole Wraps (10x30)	\$1000.00
Full Silk Liner and Pole Wraps (10x35)	\$1160.00
Full Silk Liner and Pole Wraps (6x6)	\$300.00
Full Silk Liner and Pole Wraps (6x9)	\$450.00
Full Silk Liner and Pole Wraps (6x12)	\$600.00
Full Silk Liner and Pole Wraps (6x15)	\$750.00
Full Silk Liner and Pole Wraps (6x18)	\$900.00