

Agenda for a meeting of the Rural-Port Waikato Community Board at the Onewhero Society of Performing Arts, 14 Hall Road, Onewhero on **THURSDAY, 30 MARCH 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

Rescheduled meeting held on Thursday, 23 February 2023 2

5. PUBLIC FORUM

6. REPORTS

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| 6.3 | Waikato District Council Executive Update | Verbal |
| 6.4 | Chairperson's Report | Verbal |
| 6.5 | Councillors' Report | Verbal |
| 6.6 | Community Board Members' Report | Verbal |

GJ Ion
CHIEF EXECUTIVE

To	Rural-Port Waikato Community Board
Report title	Confirmation of Minutes
Date:	Tuesday, 21 March 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, 23 February 2023.

2. Staff recommendations

Tuutohu-aa-kaimahi

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.

3. Attachments

Ngaa taapirihanga

Attachment 1 – RPWCB Minutes – 23 February 2023

MINUTES for a meeting of the Rural-Port Waikato Community Board held in the Naike Community Hall, 3648 Highway 22, Naike, **THURSDAY, 23 FEBRUARY 2023** commencing at **6:30pm**.

Present:

Mr B Cameron (Chairperson)
Ms L Fry (Deputy Chairperson)
Ms R Costar
Ms F Coker-Grey
Cr CA Eyre

Attending:

(5) members of the public attended

Ms K Rhind (Senior Engagement Advisor)
Ms S O’Gorman (General Manager, Customer Support)
Ms R Leahy (Democracy Advisor)
Mr M Telfer (Watercare)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Ms Costar/ Cr Eyre)

THAT the apology from Cr Matatahi-Poutapu for non-attendance was accepted.

CARRIED

RPWCB2302/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Ms Coker-Grey/Ms Fry)

THAT the Rural-Port Waikato Community Board:

- a. the agenda for a meeting of the Rural-Port Waikato Community Board held on Thursday, 23 February 2023 be confirmed, and all items therein be considered in open meeting;**
- b. all reports be received; and**

c. in accordance with Standing Order 9.12 the Board resolves that the following items be added to the agenda as a matter of urgency as advised by the Chairperson:

- Watercare Update (agenda item 6.10)

d. in accordance with Standing order 9.4 the order of business be changed with Standing Order 9.4 the order of business be changed with agenda item 5 [Public Forum] being considered after agenda item 6.10 [Watercare Update].

CARRIED

RPWCB2302/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Ms Costar/Ms Coker-Grey)

THAT the minutes for a meeting of the Rural-Port Waikato Community Board held on Monday, 14 November 2022 and Wednesday, 7 December 2022 be confirmed as a true and correct record.

CARRIED

RPWCB2302/03

REPORTS

Watercare Update
Agenda Item 6.10

Mr Telfer from Watercare attended the meeting and provided a verbal update. The following discussion was noted:

- Mr Telfer provided an update on the stormwater and flooding issues in Port-Waikato that were as result of Cyclone Gabrielle and previous storm events. Landslides in the area impacted property and affected drainage.
- It was noted that general maintenance work plans for Port-Waikato had been created three-months ago, however, bad weather over the summer period impacted the timeframes for working on stormwater systems.
- Mr Telfer explained how open drains in Port Waikato were cleaned. It was noted that the purpose of an open drain is to move the water not to drain the water.

- Road access and power shortages were two major problems that Watercare faced when trying to resolve the stormwater and flooding issues in Port-Waikato during the cyclone.
- It was noted that a larger pump would not have had much of an impact on stormwater. In future, Watercare was considering having a generator on standby at Port-Waikato in the days leading up to severe weather events.
- *Was the primary pump working even when the power supply was on?* The pump was working and there had never been an issue with that pump, however, the pump would not work without power.

ACTION: Watercare to send drainage works plan to community board who would pass it on to the community.

- *What accountabilities are in the plan to see if the action takes place?* Watercare were asking the community what needs to be done and if anything had been missed.
- *When was the last time the drains were cleaned out?* It was not clear when the drains were last cleaned. The plan was to clean all the drains and moving forward ensure everything was up to date.
- *Did the high river level from the first event make the situation worse in Port-Waikato?* The high river may have had an effect. The water table, fluctuating tides and sand all affect the ability for water to move and drain away.
- It was noted that drainage issues need to be communicated to council using the official channels.

ACTION: Watercare to communicate through their Facebook pages on how to report issues to council using the official channels.

PUBLIC FORUM

- A discussion was held about the local gym in Naike. It was noted that the gym received money from the Better Off Fund.
- A discussion was held around pool cleaning chemicals for community pools. It was noted that there is a commitment in the Discretionary Fund for this.

ACTION: General Manager Customer Support to investigate if a blanket resolution for funding chemicals for community pools was possible.

REPORTS

Community Board Executive Council Representative Vote Agenda Item 6.2

The report was received [RPWCB2302/02 refers], and the following discussion was held:

- The Board agreed to put forward Allan Sole to represent Zone 2 for the Community Board Executive Council.

Resolved: (Mr Cameron/Ms Fry)

THAT the Rural-Port Waikato Community Board votes for Allan Sole to represent Zone 2 for the Community Board Executive Council.

CARRIED

RPWCB2302/03

Works, Actions and Issues Report
Agenda Item 6.3

The report was received [RPWCB2302/02 refers], and the following discussion was held:

Lighting at Port Waikato

ACTION: Remove lighting from the actions register. Staff to confirm maintenance schedule.

Onewhero Area School Road Safety

- A concern was raised about the speed of the project. It was noted that Cr Eyre has asked the Service Delivery Manager about the project.

ACTION: General Manager Service Delivery to provide the Board with a road safety plan for Onewhero Area School.

Service Requests

- The system can't currently create a specific report for the Rural-Port Waikato area. However, this will be part of an upgrade scheduled for June/July 2023.

Roading Issues

ACTION: Roothing team to contact Chair about doing a drive around the Rural-Port Waikato area.

Community Board Funding Page

ACTION: Ms Costar to set up a Community Board Facebook page.

Cleaning Drains – Onewhero

ACTION: Ms Costar to put in a service request about drainage in Onewhero.

Sunset Beach Toilet and Carpark

- It was noted that the toilets needed further strengthening and the work took longer than expected. The existing toilets will remain open until the new ones are installed. Council will liaise with the community on when the best time for installation.

Appointment of Discretionary Funding Representative

Agenda Item 6.4

The report was received [RPWCB2302/02 refers], and the following discussion was held:

- The Chairperson nominated Ms Coker-Grey as the funding representative.

Resolved: (Mr Cameron/ Ms Costar)

THAT Ms Coker-Grey be appointed to be the funding representative for the Rural-Port Waikato Community Board 2022-2025 triennium.

CARRIED

RPWCB2302/04

Discretionary Fund Report

Agenda Item 6.5

The report received [RPWCB2302/02 refers], and the following discussion was held:

- Further discussion was held around community pools and cleaning chemical funding.

ACTION: Funding representative to go back to the community pools and see if they need funding for pool chemicals.

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:

- It was noted that the community was experiencing delays in timeframes, particularly with regulatory frameworks.
- Discussion was held around civil defence and emergency management. Nine (9) or ten (10) FTE would be committed to the recovery programme which would impact teams with their business as usual work.

Chairperson's Report

Agenda Item 6.7

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

- The Chairperson noted the tragic loss of a person during the recent rain event and acknowledged the work of the fire brigade in Port-Waikato.
- The Chairperson raised a concern about speed limit changes which had become too complicated, particularly around the Tuakau Bridge. There were multiple speed limit changes within a 3km distance. It was noted that a review was being done on how the speed limit bylaw schedule was implemented.

Councillors' Report

Agenda Item 6.8

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

- The Mayor and Cr Eyre met with Minister Mahuta and discussed the regional recovery response. At the meeting it was reiterated that the Port-Waikato area and rural landowners were significantly impacted by the event.
- It was noted that Council submitted on the Natural and Built Environment Bill and Climate Adaptation Bill.

ACTION: Cr Eyre to send the Community Board submissions on the Natural and Built Environment Bill and Climate Adaptation Bill.

- A question was asked if underground assets such as pipes and drains were insured.

ACTION: Staff to investigate if underground assets are insured.

Community Board Members' Report

Agenda Item 6.9

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

- Ms Fry gave an update on erosion issues affecting Port-Waikato.
- There were seven (7) red stickered houses and 13 yellow stickered houses as a result of the event. The fire brigade worked non-stop for five days until moving into the recovery phase.
- There was a project taking place to make the Yacht Club (which is owned by Waikato District Council) a historical building.

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

- Ms Costar thanked the civil defence team and discussed working on a civil defence plan for her area.
- There was discussion on communicating road closures. It was noted that if a closed road is not appearing on the council website then to contact the Civil Defence Team.

Ms Coker-Grey provided a verbal update, and the following points were noted:

- 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.
- A discussion was held around creating a community civil defence response plan.
- It was noted that many rural communities had been assisting with the response in Hawkes Bay.

There being no further business the meeting was declared closed at 8:51 pm.

Minutes approved and confirmed this day of 2023.

B Cameron
CHAIRPERSON

Open – Information only

To	Rural Port Waikato Community Board
Report title	Works, Actions & Issues Report: Status of Items March 2023
Date:	30 March 2023
Report Author:	Elaine Digby, EA to the General Manager Customer Support
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 update the Rural Port Waikato Community Board on actions and issues arising from the previous meeting and works underway in March.

2. Staff recommendations Tuutohu-aa-kaimahi

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

3. Attachments Ngaa taapirihanga

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

	Actions	To Action	Update/Response
	ACTION: General Manager Service Delivery to provide the Board with a road safety plan for Onewhero School		Staff are looking at establishing a budget for school safety in the next LTP.
3.	Onewhero Drains March 2023 ACTION: Rosemarie to put in a Service Request about cleaning the drains in Onewhero	Rosemarie Costar – Committee member	March 2023: Service request lodged by Rosemarie Costar
4.	Submissions March 2023 ACTION: Deputy Mayor Eyre to send the Community Board submissions on the Natural and Built Environment Bill and Climate Adaptation Bill	Deputy Mayor Eyre	March 2023: No update at the time of this report
5.	Community Pools – Cleaning Chemicals March 2023 ACTION: GM Customer Support to investigate if a blanket resolution for funding chemicals for community pools is possible ACTION: Funding representative to go back to community pools to see if they require funding for cleaning chemicals	GM Customer Support	March 2023: GM spoken to Democracy Manager – blanket resolution is acceptable – indicate up to how much e.g. up to \$500 for the following pools ... Once we have the details of the pools that require the funding then we can put the resolution through and commit the funds.
6.	Watercare March 2023	Watercare (Mat Telfer)	March 2023: Mat advises the maintenance plan has gone to Leah.

	Actions	¹³ To Action	Update/Response
	<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>		Notification to the Community will come from Council – Mat will ask John to send something out
7.	<p>Underground Assets</p> <p>March 2023</p> <p>ACTION: Staff to investigate if underground assets (e.g. drains) are insured</p>	Service Delivery	<p>March 2023: We do have underground asset insurance, the detail of which comes from WaterCare which is available to us in the event of a natural disaster. Not all assets will be included on the schedules.</p> <p>However, drains are not deemed to be underground assets, it is unlikely that these assets are covered. Some arterial bridge assets (which could include large culverts) may be covered but it will only be for routes where no alternative access exists.</p>
8.	<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	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.”
9.	<p>Location and Venues for Board Meetings</p> <p>ACTION: The Board will send Democracy a list of the locations and venues for the 2023 Meeting Schedule.</p>	Bruce Cameron - Chair	<p>February 2023: No update at the time of this report</p> <p>March 2023: No update at the time of this report</p>

	Actions	¹⁴ To Action	Update/Response
10.	<p>Roading Issues in the CB area</p> <p>ACTION: Chairperson requested to take new Roothing staff member for a drive around the area to build rapport.</p> <p>March 2023</p> <p>ACTION: Roothing team to contact Chair about doing a drive around Rural-Port Waikato area</p>	Service Delivery - Roothing	<p>February 2023: The Roothing 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>
11.	<p>Community Board Facebook Page</p> <p>March 2023</p> <p>ACTION: Flee to set up Rural-Port Waikato Facebook page</p>	Felicity Coker-Grey – Board Member	March 2023: No update at the time of this report

Projects Update (as at 10 March 2023)

Sunset Beach Toilet and Carpark

Toilets

Consent applications were lodged in December, and we are working to resolve outstanding queries.

An initial archaeological report is currently being prepared and is due to be issued next week.

Consultation with mana whenua is ongoing.

The Contractor that completed the removal of the building from Ngarunui Beach has the toilet block stored offsite and will complete the alterations ahead of installation at Sunset Beach. The works onsite will be completed within a 3-week construction programme. The works onsite include the installation of an AES dispersal field and alteration of the existing toilet block for use as a changing facility.

Carpark Works

Following the recent erosion WDC are working to coordinate with our contractor to install a new barrier along the due edge of the carpark, to maintain a safe setback from the eroding dune. WDC will provide an update to advise when this work will be completed. A review focused on maintaining the health and safety of the public and vehicle access will be undertaken in conjunction with this work.

With the current rate of erosion, it is possible the carpark may need to be closed to vehicle for health and safety reasons, as such WDC are seeking alternative carparking solutions at Sunset Beach as part of our current planning processes and there will be an ongoing project focused on this.

Maraetai Bay Carpark and Playground Upgrade.

The playground equipment has been ordered but has a long lead-in time for manufacture. Construction is planned to start late May, early June.

Te Kohanga Playground

Ongoing engagement with the Rugby club board and the Councillor on construction start dates and completion dates. HEB pricing has been accepted and playground equipment has been pre-ordered. Construction planned to commence May 2023.

To	Rural Port Waikato Community Board
Report title	Discretionary Fund Report to 14 March 2023
Date:	29 March 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 14 March 2023.

2. Staff recommendations

Tuutohu-aa-kaimahi

That the Rural Port Waikato Community Board:

- a. receives the Discretionary Fund Report to 14 March 2023;**
- b. considers the Discretionary Fund application below and determine if they wish to fund, partially fund, or decline this application:**
 - i. Te Kohanga Rugby Football Club.**
 - ii. Onewhero Society of Performing Arts**

3. Attachments

Ngaa taapirihanga

Attachment 1 – Discretionary Fund report to 14 March 2023

Attachment 2 – Te Kohanga Rugby Football Club Discretionary Fund Application

Attachment 3 – Onewhero Society of Performing Arts Discretionary Fund Application

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

As at Date: 14-Mar-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:		
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. <i>Less payment of \$547.90 dated 01/06/2022 cost of pool chemicals Naike Community Pool</i>	OTCB2111/04	2,608.70
		<u>(549.70)</u>
		2,059.00
Total Commitments		2,059.00
Net Funding Remaining (Including commitments)		38,368.28

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



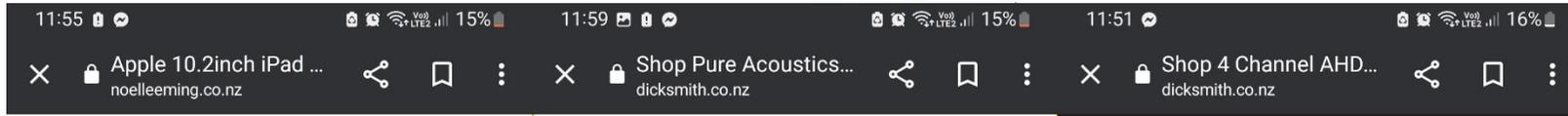
Action	Person responsible	Due by	Completed
Register for GST/IRD number	A. Tupaea & P Kihi	05.03.2023	
Submit monthly GST returns	P. Kihi	05.03.2023	
Start date for Balle Brothers	J. Waterhouse	05.03.2023	
Update information for Spark events	A. Tupaea	05.03.2023	
Obtain strapping course dates	A. Tossell	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



28



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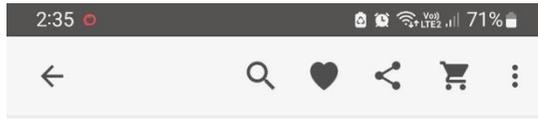
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Hi Arohaina

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

Select your Community Board or Committee	Rural-Port Waikato - North and South
Name of your organisation and contact person	Onewhero Society of Performing Arts Inc. Sylvia Devlin, Presiden
What is your organisation's purpose/background	Performing arts theatre, providing local and affordable entertainm and opportunities for locals of all ages to participate in drama and music.
Phone number	092369952
Email	syldevlin@gmail.com
What is your event / project, including date and location?	Replacement of outmoded and unreliable fridge/freezer and bar fri with glass display frontage. New appliances will have 24-month warranties and have far greater efficiency ratings than the presen ones.
How will the wider community benefit from this event/project?	We are required as part of our Liquor Licence to provide substant food. A freezer is therefore necessary to keep ready-to-heat food hand. The fridge is needed to keep food and milk chilled when w wish to serve afternoon teas, suppers etc. The bar fridge with disp front enables patrons to see the selection of wines, beers, soft dri etc. before placing their order.
Are you GST registered?	Yes (Do NOT include GST in your budget)
GST Number	080-624-387
What is the total cost of your project/event	\$2,500.00
Existing funds available for the project. Include any projected income i.e. ticket sales, merchandise etc.	None allocated
Project Breakdown (itemised costs of funding being sought)	RPW Community Board funding application letter.doc
Has/will funding been sought from other funders?	No
If 'Yes', please list the funding organisation(s) and the amount of funding sought	
Describe any donated material / resources provided for the event/project	

Onewhero Society of Performing Arts Inc.
 PO Box 90, Tuakau 2342
 14 Hall Road, Onewhero 2697
 www.ospa.org.nz



Te Rōpū Toi Whākāri O Onewhero

14 March 2002

QUOTE FOR FRIDGE/FREEZER AND BAR FRIDGE

Having obtained prices from retail outlets such as Harvey Norman and Noel Leeming, the most competitive prices appear to be available from Trade Depot. We have viewed suitable appliances at their Onehunga outlet. All have a 24-month warranty, but given the sporadic use of these appliances, we would not anticipate them needing any maintenance for the foreseeable future.

1. Vogue Upright Fridge/Freezer with reversible door 269L capacity 550 x 1670mm	\$699.00
2. Vogue Wine Fridge with reversible door 415L capacity/169 bottles 595 x 1670mm	\$1799.00

TOTAL	\$2498.00