

Agenda for a meeting of the Tuakau Community Board to be held at the Tuakau Memorial Hall, George Street, Tuakau on **TUESDAY, 25 JULY 2023** commencing at **6.00pm**.

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

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

3. DISCLOSURES OF INTEREST

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

4. CONFIRMATION OF MINUTES

Meeting held on Tuesday, 13 June 2023 2

5. PUBLIC FORUM

6. REPORTS

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6.6	Councillors' Report	Verbal
6.7	Community Board Members' Report	Verbal
6.8	Executive Leadership Update	Verbal

GJ Ion
CHIEF EXECUTIVE

To	Tuakau Community Board
Report title	Confirmation of Minutes
Date:	17 July 2023
Report Author:	Lynette Wainwright, 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 Tuakau Community Board held on Tuesday, 13 June 2023.

2. Staff recommendations

Tuutohu-aa-kaimahi

THAT the minutes for a meeting of the Tuakau Community Board held on Tuesday, 13 June 2023 be confirmed as a true and correct record.

3. Attachments

Ngaa taapirihanga

Attachment 1 – TUCB Meeting Minutes, Tuesday, 13 June 2023

Minutes for a meeting of the Tuakau Community Board held in the Supper Room, Tuakau Memorial Hall, George Street, Tuakau on **TUESDAY, 13 JUNE 2023** commencing at **6.01pm**.

Present:

Mrs G Tema-Liapaneke (Chairperson) *(from 7.49pm)*
Ms A Frame (Deputy Chairperson)
Mr D Henderson
Mrs S Henderson
Cr P Matatahi-Poutapu
Cr V Reeve
Mr F Semau

Attending:

Mr V Ramduny (Strategic Initiatives and Partnerships Manager)
Mrs L Wainwright (Democracy Advisor)

Guests

Cr K Ngataki *(from 6.52pm)*
Ms J Wild (Senior Advisor Communications & Engagement, NZTA)
2 members of the public

In the absence of the Chairperson, the Deputy Chairperson opened the meeting and assumed the Chair.

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr Semau/Mr Henderson)

THAT the apologies from Mrs Tema-Liapaneke and Cr Ngataki for lateness be received.

CARRIED

TUCB2306/01

CONFIRMATION OF STATUS OF AGENDA

Resolved: (Mrs Henderson/Cr Matatahi-Poutapu)

THAT the agenda for a meeting of the Tuakau Community Board held on Tuesday, 13 June 2023 be confirmed:

- a. with all items therein being considered in open meeting;
- b. in accordance with Standing Order 9.4 the order of business be changed with agenda item 6.3 [*Update on Upper Northern Waikato Railway Station Indicative Business Case*] being considered after agenda item 5;
- c. Cr Ngataki be granted speaking rights for the meeting; and
- d. all reports be received.

CARRIED

TUCB2306/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Cr Reeve/Mr Henderson)

THAT the minutes for a meeting for the Tuakau Community Board held on Tuesday, 2 May 2023 be confirmed as a true and correct record with the following amendment:

The wording "Tuakau Park" on page 4 of the minutes be amended to read "Central Park".

CARRIED

TUCB2306/03

PUBLIC FORUM

Ms Wild (Senior Advisor Communications & Engagement, NZTA) updated the Board on the following matters:

- Waka Kotahi - NZ Transport Agency could now progress with Stage 1B2 of the SH1 Papakura to Drury project as consenting had been approved under the COVID-19 Recovery (Fast-track Consenting) Act. This was the final stage of the project to be consented and covered upgrades to the Southern Motorway between the Papakura BP Connect motorway service centre and the Bremmer Road overbridge near Drury.
- Noise walls had been completed on Stage 1.
- Widening of the south bound pavements and the Papakura onramp were progressing.
- Retaining walls and box culverts were close to completion.
- The Park Estate Road bridge approaches would be opened on Friday, 16 June 2023. The road had been under traffic lights and single lane for two (2) years.
- The Papakura south onramp would be closed for two (2) months to enable tightening of the onramp curve. Traffic would be redirected to the Drury interchange to re-enter the motorway.
- Pavement and stormwater works would be carried out on Beach Road, Papakura.
- Interim signalisation of the Bombay interchange. Lights would be erected at the top of the interchange by the end of the 2023 year.
- An open day would be held on Saturday, 17 June 2023 from 10.00am to 1.00pm at the Drury Hall, 10 Tui Street, Drury. All members of the public were welcome to attend. Kiwirail would be in attendance to answer questions on the electrification of the line. <https://www.facebook.com/nztaakl/posts/pfbid02Go7VfVKhxr7ut2ReYpJYqJijgkYSqjZHEjVjzvcTwj2RfsIvfBjiGXdYR9YgVEtil>
- Information on projects could be viewed on the NZTA website. <https://nzta.govt.nz/projects/sh1-papakura-to-bombay/>.

REPORTS

Update on Upper Northern Waikato Railway Station Indicative Business Case Agenda Item 6.3

The report was received [*TUCB2306/02 refers*]. The Strategic Initiatives and Partnerships Manager presented a verbal update to the Board on the following matters:

- An investigation had been undertaken on the feasibility of train stations in north Waikato. Three (3) locations were of interest – Te Kauwhata, Pokeno and Tuakau. A medium to long term business case would be developed.
- Te Huia provided four (4) trains per day/per week (excluding Sunday) to Auckland and return. There was a bus service from Pokeno and Tuakau to Pukekohe.
- Waikato District Council owned land in Pokeno. This site was favoured as a stopping point for the train service. It had been noted that as Tuakau was only 15 minutes from the Pukekohe station, it was not favoured as a stop point. Cost was a key consideration with the project.
- Applying for Government funding was being considered as the erection of a station/platform was expensive.
- An online workshop would be held at the end of the June 2023 for board members to attend. Details of the workshop would be sent out.

Works, Actions & Issues Report Agenda Item 6.1

The report was taken as read. The following points were highlighted:

George Street/Buckland Road corner

- No further update.

Speed Bend on Jellicoe Avenue, Tuakau – to be installed

- No further update.

Tuakau Youth Centre Building Project

- The Youth Centre would be applying to become a Charitable Trust to assist with funding for the project.

Upgrade to the Tuakau Domain Toilets

- No further update.

Emergency Hub

- People/groups would need to be contacted for feedback. Evacuation points would be identified.

Carvings

- Ongoing maintenance of the carvings would be required.

Civil Defence

- No further update.

Safety Issues – Edinburgh and Booth Crescent

- No further update.

ACTION: Staff to correct the name of the road in the report. The correct roads names are Edinburgh Street and Booth Crescent.

Congestion on Elizabeth Street

- The Safety Engineer had inspected this matter and advised that a detailed study would be required.

Centennial Park and the Lightbody Reserve

- No further update.

Screen and overhead computer system

- Investigation required on the relocation of the overhead and computer systems from the Tuakau Town Hall Boardroom to the Supper Room.

ACTION: Staff requested to carry out an investigation and report back to the Board.

Intersection at Tuakau and Buckland Roads (New item)

- Concern was raised on the safety at this intersection.

ACTION: Staff requested to carry out an investigation and report back to the Board.

Bus shelters in Tuakau (New item)

- It had been noted that bus users were having to either stand in the rain or shelter under shop canopies while waiting for buses to arrive. Shelters were required at the stops in Tuakau.

Speed Bumps on Gibson Road, Tuakau (New item)

- Speed had become an issue on Gibson Road, Tuakau and it was suggested that speed bumps be installed to stop this happening.

ACTION: Staff requested to carry out an investigation and report back to the Board.

Cr Ngataki entered the meeting at 6.52pm during discussions on the above item.

Discretionary Fund Report

Agenda Item 6.2

The report was received [*TUCB2306/02 refers*] and discussion was held.

Resolved: (Mrs Henderson/Mr Henderson)

THAT the Tuakau Community Board notes the:

- a. **Discretionary Fund update as at 3 May 2023;**
- b. **return of \$63.23 to the discretionary fund (the balance of commitment B Watson for ANZAC Day catering/food);**
- c. **return of \$665.22 to the discretionary fund (the balance of commitment to Swimming Pool Subsidy for 2021-22 season from Belgravia as per March minutes);**
- d. **GST amount of \$109.72 for the payment to Tuakau Youth Centre; and**
- e. **\$7,600.00 resolution TUCB2302/06 Pool Subsidy for 2022-2023 season Belgravia stays showing as a commitment as the invoice has not yet been paid for 2022-2023 season.**

CARRIED

TUCB2306/04

ACTION: Staff to clarify the 22 November 2021 commitment to the Tuakau Lions Club (OTCB2111/04) for \$1,739.13 as the Club is not GST registered.

ACTION: Staff to investigate and report back to the Board on whether the font size of the Discretionary Fund reports could be increased to enable better readability.

Chairperson's Report

Agenda Item 6.4

No report was received.

Councillors' Reports

Agenda Item 6.5

Verbal reports were received on the following matters:

- A Waikato strategy workshop had been held looking at prioritising strategies for community halls, toilets, defining assets, council owned land, council facilities and buildings.
- Discussions had been held at Council on the LTP, rail situation and acquisition of land within the district. There was no further progress on the park next to Tuakau College.
- An existing placemaking project was little libraries in Tuakau. One was located at Harrisville School and one at the community garden. The Harrisville School little library was empty, and refurbishment of the library box was required. Cr Reeve would investigate this.
- A strategy workshop had been held at Pokeno to assess the top five (5) priorities in the north. A suggestion was made that the Tuakau Community Board and the Pokeno Community Committee meet to discuss what is in the best interest of all communities in the north.
- A project management tool would be coming out from Council in July and would list what works were happening in each town. The community could access this tool.
- Tree planting at the Les Batkin Reserve would take place on Wednesday, 14 June 2023 at 10.00am. 1200 trees would be planted with 90 school students in attendance. Board members were encouraged to attend.

Mrs Tema-Liapaneke entered the meeting at 7.49pm during discussions on the above item.

Community Board Members' Reports

Agenda Item 6.6

Verbal reports were received on the following matters:

- A near miss incident had occurred at the pedestrian crossing outside the library on George Street, Tuakau where a person had nearly been hit by a car at night. For the safety of the public, lights were required at the crossing. Vehicles were also parking on the yellow lines either side of the crossing resulting in poor driver visibility when people were entering/exiting the crossing.

ACTION: Staff to investigate the erection of lights at the pedestrian crossing outside the Tuakau Library for the safety of the public.

- It was suggested that the NZ Police be invited to Board meetings to provide updates and to allow discussions on speed/safety issues and what could be done. Cr Reeve would attend to the invitation.
- Ms Frame had attended various Council workshops and the Charing Meetings training.
- Board facebook page. Access would be given to members.

Waikato District Council Executive Leadership Update
Agenda Item 6.7

No report was received.

There being no further business the meeting was declared closed at 8.14pm

Minutes approved and confirmed this day of 2023.

G Tema-Liapaneke
CHAIRPERSON

To	Tuakau Community Board
Report title	Works, Actions & Issues Report: Status of Items July 2023
Date:	25 July 2023
Report Author:	Karen Bredesen, EA to the General Manager Service Delivery
Authorised by:	Emma Edgar, Executive Manager, Communications & Engagement

1. Purpose of the report

Te Take moo te puurongo

To update the Tuakau Community Board on actions and issues arising from the previous meeting and works underway in July 2023.

2. Staff recommendations

Tuutohu-aa-kaimahi

That the Tuakau Works, Actions & Issues Report: Status of Items for July 2023 be received.

3. Attachments

Ngaa taapirihanga

Attachment 1 – Tuakau Projects-Issues-Activities and Actions July 2023 (Within report)

Attachment 2 – Roadmarking Design – Jellicoe Ave – Village Place Intersection

Tuakau Community Board Actions – July 2023

	Actions	To Action	Update/Response
1.	<p>George St/Buckland Road corner This intersection is considered to need a safety solution as has experienced several accidents.</p> <p>March 2023: Improvement for the intersection is part of the LTP. The Roading team is currently reviewing the options given the space constraints. It is appreciated a roundabout is the preferred option, but a space/safety viability assessment is in progress.</p> <p>The timing of the assessment is not yet known given team flood damage priorities.</p> <p>2 May 2023 Staff to note the serious safety concerns raised and strong desire to see the George St/Buckland Road corner site addressed as quickly as possible.</p>	Service Delivery, Attinder Singh	<p>May 2023: This is a Long Term Plan project. The Projects Team (EPMO) are currently doing a concept design for the intersection improvement.</p> <p>June 2023: The Roading team are currently considering options and are undertaking a safety review on a concept design before presenting to the Community Board.</p> <p>July 2023: Preliminary Design is due the week starting 24th July. We will work towards construction taking place this summer construction season, ideally during the December/January school holiday period to take advantage of the reduced traffic.</p>

2.	<p>Speed Bend on Jellicoe Avenue, Tuakau, to be installed.</p> <p>Vehicles cut the corner on Jellicoe Ave on the bend at Village Place as they travel towards George St. This makes the intersection at Jellicoe and Village Place dangerous. Some safety intervention required.</p> <p>March 2023: The Safety Engineer is to review this site and will contact Cr Reeve when on site to clearly understand the Board's safety concerns.</p> <p>We expect to have the agreed design solution by the end of March and implementation as soon as the Alliance have completed their priority flood works. This will however be addressed this financial year by June 2023.</p>	Service Delivery, Attinder Singh	<p>July 2023: The design is attached for the Community Board's approval. Once the design has been approved, works can be programmed for coming construction season 2023-2024 (Oct – March).</p>
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3.	<p>Tuakau Youth Centre Building Project</p> <p>Tuakau currently have a building to support youth activity. This project is about providing more capacity and or upgrade as the current facility is no longer fit for purpose (run down and not sufficient capacity).</p> <p>March 2023: Several options have been explored to date.</p> <p>Following a meeting between DIA and CLD funding advisor, the next step is to create a plan which builds funding capability with the Youth Trust to attract additional funding. An update on timing will be provided at the meeting.</p>	<p>Community Growth – Economic Development Advisor, Jason Marconi</p>	<p>May 2023: Community Led Development Advisor and Funding Advisor to meet with Tuakau Youth Trust in early May to start governance/funding training.</p> <p>June 2023: CLD and Funding Advisor have met with the Chair of the TYC Trust and have designed a training programme encompassing governance and roles of executives, operations and funding. This will be completed over the next few months.</p> <p>July 2023: The governance training programme is now underway. Changes are being implemented by the Trust with positive outcomes around meeting structure and length, with delineation between governance and operations becoming clearer.</p>
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4.	<p>Upgrade to the Tuakau Domain Toilets</p> <p>March 2023</p> <p>A Condition Assessment of the current Tuakau Domain toilets is being undertaken on Thursday 9 March 2023.</p> <p>Cushman & Wakefield completed a separate investigation of the current plumbing, water and wastewater condition of the shower and toilet areas. The findings will be available by Thursday 9 March to view.</p> <p>These assessments will inform other optioneering which will be shared with the Community Board prior to agreeing the way forward. We will plan to get to this point by June 2023.</p>	Service Delivery, Mel Tarawhiti	<p>May 2023: Staff have discovered that that toilets can be reinstated, but to get them up to standard they need a complete fit out. The Facilities Team have been working with the maintenance contractor and have had site visits to discuss the best ways forward to reinstate the toilets so they can be used by the public. Part of the process is to ensure the bird excrement issue is eliminated.</p> <p>June 2023: A quote has been received from the contractor and it has highlighted the scale of work required, which is greater than anticipated. Staff are currently investigating the options, and will work with our contractors and see what the quote would be for separating the job into two parts; toilets and changing rooms. Another option is to put it through the LTP process and include it into our district wide toilets project.</p> <p>July 2023: Currently working with the Project team to establish the cost of reinstating the toilets only. In favour of including the Domain Toilets into the LTP.</p>
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5.	<p>Emergency Hub</p> <p>Tuakau would like to formalise the identification of a hub to support community members who are displaced. This includes those who might need Tuakau as a location in the event their community is cut off. The Activate Church was used in the February storms driven by community.</p> <p>Community Board interested in being involved in a debrief of emergency response.</p> <p>March 2023: The Emergency Management team is currently prioritising working with communities on community response plans, including community led centre arrangements. The team will contact the Board Chair by the end of March to arrange specific work on the Tuakau planning.</p>	Scott Bult, Emergency Management	<p>June 2023: A meeting was held on 16 May 2023 with Cr Ngataki, Cr Reeve and Adrienne Frame (Deputy Chair). Community Response Planning has begun including facility mapping.</p> <p>July 2023: Awaiting mapping process to be completed. Draft Community Response Plan will commence immediately following this process.</p>
6.	<p>Carvings</p> <p>May 2023:</p> <p>Staff to investigate ongoing maintenance options for the carvings once they are reinstated.</p>	Councillor Ngataki	Ongoing.

7.	<p>Civil Defence</p> <p>Staff to advise:</p> <ul style="list-style-type: none"> • Primary civil defence contact for the Tuakau community. • Method and frequency of communicating civil defence updates and developments to the Tuakau community. 	Scott Bult, Emergency Management	<p>June 2023:</p> <ul style="list-style-type: none"> • Primary contact is currently Scott Bult, but moving forward, contact information for CD will be detailed in the Community Response Plan. • Method and Frequency of communication will form part of the Community Response Plan. The identification of a “response hub” and “community led centres” will also be identified and included. <ul style="list-style-type: none"> ○ This is currently underway and is part of the mapping process. Just waiting on the information to come back so we can proceed with the next steps of formalisation and communication of the plan. <p>July 2023: As per item 5.</p>
8.	<p>Safety Issues - Edinburgh Street and Booth Crescent</p> <p>A site close to Tuakau Primary School which is frequented by children before and after school. Members requested that ‘Watch for Children’ signage be placed on Edinburgh and Booth Streets.</p>	Service Delivery Administration	<p>Service Request RDG00082/24 has been raised.</p> <p>Your request for signage on Edinburgh Street, Tuakau has been added to our list of areas of concern and further investigation will be required to determine the most appropriate course of action.</p>

9.	<p>Intersection at Tuakau and Bucklands Roads</p> <p>Concern was raised on the safety at this intersection.</p> <p>Staff requested to carry out an investigation and report back to the Board.</p>	Service Delivery Administration	<p>Service Request RDG00079/24 has been raised.</p> <p>Your request has been allocated to the Road Safety team. The location has been added to our list of areas of concern and further investigation will be required to determine the most appropriate course of action.</p>
10.	<p>Speed Bumps on Gibson Road, Tuakau</p> <p>Speed has become an issue on Gibson Road, Tuakau and it was suggested that speed bumps be installed to stop this happening.</p> <p>Staff requested to carry out an investigation and report back to the Board.</p>	Service Delivery Administration	<p>Service Request RDG00080/24 has been raised.</p> <p>Inappropriate vehicle speeds are an ongoing issue for Council across our district. We are working with the Police and others to create targeted responses including the use of enforcement, speed limit changes and the installation of speed management features.</p> <p>Your request has been added to the list of areas of concern.</p>
11.	<p>Lights at the pedestrian crossing outside Tuakau Library</p> <p>Staff to investigate the installation of lights at the pedestrian crossing outside the Tuakau Library for the safety of the public.</p>	Service Delivery Administration	<p>Service Request RDG00085/24 has been raised.</p> <p>This location has been dispatched to our supply partner, for investigation and repair.</p>

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](#) →

Community Projects Team – Project Update (As at 10 July 2023)

Carparks

Lightbody Reserve Carpark

The missed consenting is nearly complete with some further information required. Once submitted and approved a revised construction programme will be shared with stakeholders (Councillors, Sports Groups).

St Stephens Car Park

Design is continuing with a challenging site for stormwater due to the site being so flat.

Henderson Hall Car Park

Resurfacing and line marking to take place once weather improves.

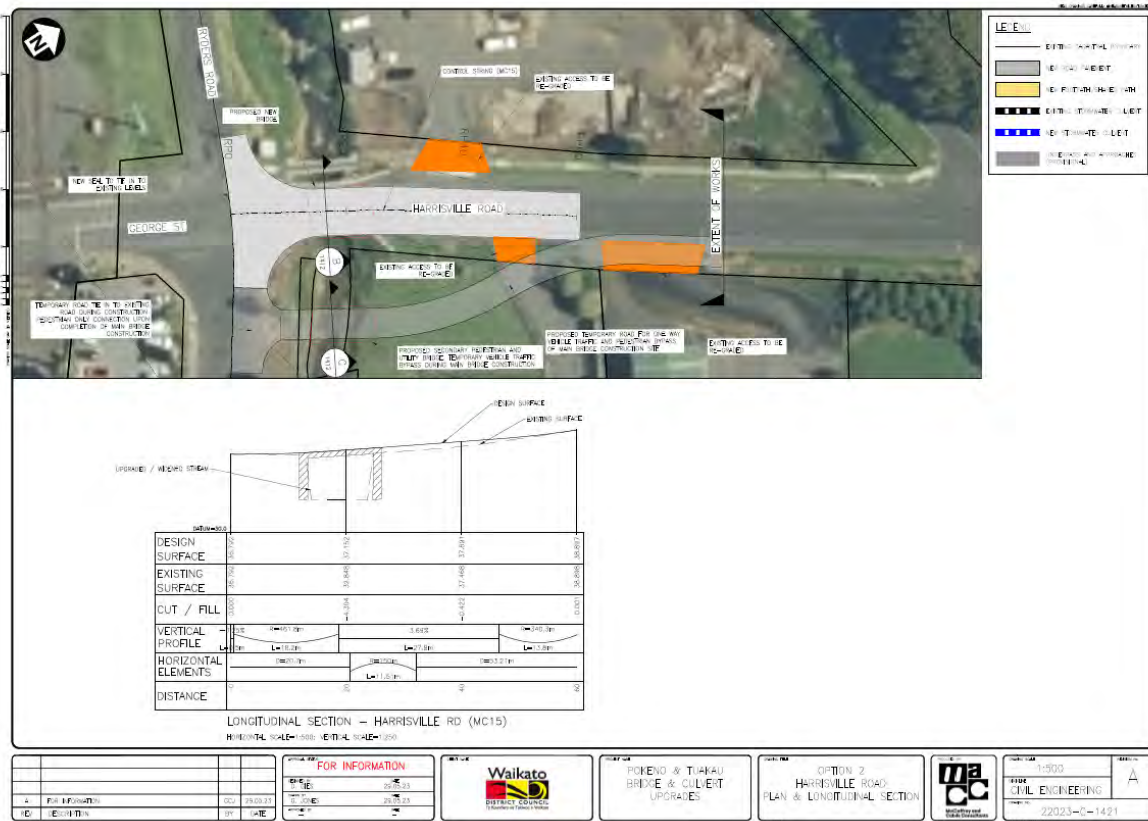
West Street Car Park

Initial discussions with adjoining property owners is complete. Design optioneering currently underway before talking with the property owners again.

Harrisville Bridge Replacement (Adjacent to the intersection with Dominion Road, Tuakau)

The flood modelling work has been completed, and the planning and ecological assessments are nearing completion. The Resource Consent application will be submitted by the end of July.

Conceptual design has been completed (see below).



The traffic assessment is underway, as is the geotechnical testing which is expected to be complete in September.

Tuakau Aquatic Centre

Design work is ongoing.

Tuakau Memorial Hall

Code of Compliance Certificate for the seismic works have been received.

Contractors for the removal of the existing hessian-type wall fabric and the repaint of the walls have been confirmed, finalising agreements with works indicated to commence at the end of July.

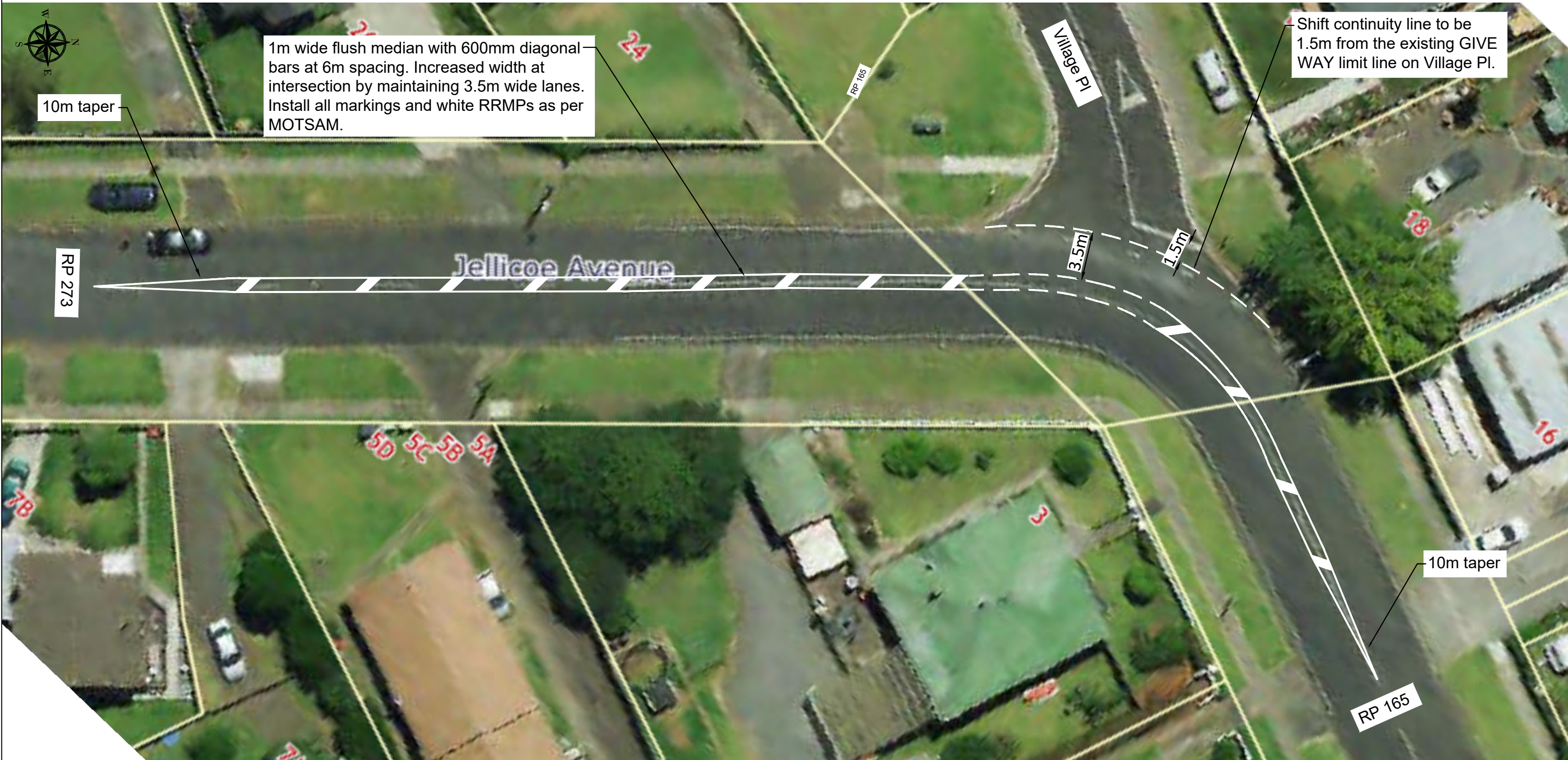
The floor sanding and recoating will commence once the paint works have been completed.

Buckland Playground

Concept design has been completed and initial consultation with both mana whenua and the local community has commenced.

A more detailed communications plan is being prepared to move the project forward and ensure continuing engagement with the community. Once we have community feedback, the detailed design phase will get underway.

It is expected that the sportsfield development will be carried out this coming summer, and the playground to follow next summer construction season.



1m wide flush median with 600mm diagonal bars at 6m spacing. Increased width at intersection by maintaining 3.5m wide lanes. Install all markings and white RRMPs as per MOTSAM.

Shift continuity line to be 1.5m from the existing GIVE WAY limit line on Village Pl.



10m taper

RP 273

Jellicoe Avenue

3.5m

1.5m

Village Pl

RP 165

5D 5C 5B 5A

10m taper

RP 165

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Jellicoe Ave - Village Pl intersection
 Tuakau
 Roadmarking Design

DESIGN	SM				001	FOR APPROVAL
DRAWN	SM				DWG No.	
APRVD					NTS	A
PROJECT # 2-0020		A	Initial design	15/06/2023	DATE	SCALE
		REV	DETAILS			REVISION

To	Tuakau Community Board
Report title	Levels of Services Schedule for the Tuakau area
Date:	25 July 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 Tuakau area. A copy is attached for the Board's information.

2. Executive summary

Whakaraapopotanga 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 will be uploaded to Council's website.

3. Staff recommendations

Tuutohu-aa-kaimahi

That the Tuakau Community Board:

- a. **receives the report.**

4. Attachments

Ngaa taapirihanga

Attachment 1 – Levels of Services Schedule – Tuakau

Levels of Service - Tuakau

Description of Work	Frequency/Dates Scheduled	Contractor
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)	12 x per year Monthly around the same time each month for consistency	Citycare
Bus Stops		
<ul style="list-style-type: none"> Install and maintenance (WDA maintain physical structure including windows) 	Repair as required and budget allows	WDA
<ul style="list-style-type: none"> Clean bus stops, seats, graffiti removal etc 	Monthly or as requested/required	OCS
Cemeteries		
Garden maintenance/Lawn mowing Weeding, mulch evenly distributed, garden edge trimmed, plant loss reported, litter collected	Most areas in cemeteries are PM2 mowing/garden maintenance - fortnightly	Citycare
Drainage Maintenance & Repairs (Including small culverts)		
<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
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>	Trip hazards (Safety issues receive a temporary asphalt mix repair with permanent repair scheduled by WDA and prioritised based on available budget)	WDA
Gardens/Shrub Maintenance (Parks and reserves, street gardens – annual bedding plants, ecological sites, renewals, landscaping)	Weekly to Monthly (Varies depending on location)	Citycare
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.		
<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

Levels of Service - Tuakau

Description of Work	Frequency/Dates Scheduled	Contractor
Illegal Dumping	Reactive response for significant visible household illegal dumping	WDA/Citycare/WDC
Lighting		
<ul style="list-style-type: none"> Inground-lights (contractor varies depending on whether lights are roading, parks or other assets) 	As required (Reactive)	WDA/WDC/Cushman & Wakefield
<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
Line Marking – Sports Fields	<ul style="list-style-type: none"> 24 x per year As requested in the event application and sporting season. Hard surface cricket pitches are done as required. Hard surface tennis / netball / basketball courts are done as unscheduled jobs as requested by WDC. 	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) 	<ul style="list-style-type: none"> Frequency depends on location, also ad hoc based on service requests Loose litter is picked up once a week all year round – additional pickups are done as requested as unscheduled works 	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, any remaining budget allocated to second mow 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

Levels of Service - Tuakau

Description of Work	Frequency/Dates Scheduled	Contractor
Playground Structures – Maintenance	26 x per year Fortnightly visual inspections Monthly mechanical inspections (Depending on Spec – some are checked fortnightly, others are checked weekly)	Citycare
Pump Stations	Annual electrical and mechanical inspection – February/March	Watercare
Roading		
• Road maintenance	As required (Reactive and to programme timeframe if non urgent)	WDA
• Road upgrades	Scheduled projects within the Long Term Plan	WDA
Rubbish/Litter Bins - Clearance		
<ul style="list-style-type: none"> • <u>Roadside</u> <ul style="list-style-type: none"> ○ Roadside rubbish bins are emptied every day and the big belly bins have notification system when they are full and are emptied by the Alliance as part of the run. ○ The team who empty the litter bins daily also clean around the bins and collect litter from the kerb and channel while on site. This occurs predominately in CBD areas as that is where the bins are located. 	Daily	WDA
• <u>Roadsides, Parks and Reserves</u>	LB1 – twice a day summer – once a day winter LB2 – once a day all year LB3 – 3 times per week LB4 – 3 times per week – summer – once a week winter LB5 – once a week all year	Citycare
Rubbish/Litter Bins - Maintenance		
• Roothing assets and dealing with third party suppliers eg Big Belly bin company	No budget available (Big belly maintenance covered in agreement)	WDA
• 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)	LB1 – twice a day summer – once a day winter LB2 – once a day all year LB3 – 3 times per week LB4 – 3 times per week – summer – once a week winter LB5 – once a week all year	Citycare

Levels of Service - Tuakau

Description of Work	Frequency/Dates Scheduled	Contractor
Rubbish/Recycling Collection		
<ul style="list-style-type: none"> Rubbish/Refuse Collection 	1 x per week	Smart Environmental
<ul style="list-style-type: none"> Recycling Collection 	1 x per week	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	WDA
<ul style="list-style-type: none"> Weed Spraying - Urban (Cobbles in CBDs and urban kerb and channel) 	3 x per year usually around 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
<ul style="list-style-type: none"> Steam clean pavements – footpaths, hard surfaces 	CBD cobbles 2 x per year	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) 	2 x per year	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 and halls and park benches, seats, bollards, planter boxes in reserves 	As required	Cushman & Wakefield/Citycare
Sumps – Cleaning/Clearing (Urban)	Once per year	WDA

Levels of Service - Tuakau

Description of Work	Frequency/Dates Scheduled	Contractor
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) 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) 	Watercare

Levels of Service - Tuakau

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](#) →

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

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

To	Tuakau Community Board
Report title	Discretionary Fund Report to 30 June 2023
Date:	25 July 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 Tuakau Community Board on the Discretionary Fund spend to date, commitments and balance as at 30 June 2023.

2. Staff recommendations

Tuutohu-aa-kaimahi

That the Tuakau Community Board

- a) receives the report,
- b) notes the resolution OTCB2111/04 is for commitment towards the Christmas event \$1,739.13 as payment is to Tuakau Lions Club who are not GST registered therefore the amount committed is \$2,000.00 and has been updated on the DF commitment TUCB23006/04.

3. Attachments

Ngaa taapirihanga

Attachment 1 – Discretionary Fund report to 30 June 2023

TUAKAU (URBAN) COMMUNITY BOARD DISCRETIONARY FUND REPORT 2022/23 (July 2022 - June 2023)

As at Date: 30-Jun-2023

		GL	1.215.1704
2022/23 Annual Plan 2022/23			15,437.00
2021/22 Carry forward			41,651.90
Total Funding			57,088.90
Income			
Total Income			-
Expenditure			excl GST
05-Nov-22	Payment to Belgravia Leisure Ltd for the amount of \$6,334.78 (excluding GST) to subsidise the pool entry at the Tuakau Centennial Swimming Pool for the 2021-22 season	OTCB2111/04	6,334.78
14-Nov-22	Payment to the Tuakau Lions Club for the amount of \$2,300 (including GST) towards the cost of the 2022 Tuakau Christmas Parade (Lions Club of Tuakau Inc is not GST Registered)	TUCB/PRWCB2211/08	2,300.00
24-Nov-22	Payment to the Tuakau Youth Centre for the amount of \$841.17 (including GST) towards the cost of music instruments and tutoring \$731.45 excluding GST - (GST as per invoice INV-0011 \$109.72)	TUCB/PRWCB2211/09	731.45
01-May-23	Payment from Onewhero-Tuakau Community Board Discretionary Fund for the amount of \$400.00 towards ANZAC Day catering/food, increase by \$36.00 to fully reimburse 2022 ANZAC Day costs incurred - 28/03/2023 to B Watson	OTCB2203/04 TUCB2303/04	372.77
30-May-23	Payment from the Tuakau Community Board Discretionary Fund for the amount of \$900.00 towards the costs associated with the 2023 Tuakau ANZAC Day Parade	TUCB2302/05	106.90
30-May-23	Payment from the Tuakau Community Board Discretionary Fund for the amount of \$900.00 towards the costs associated with the 2023 Tuakau ANZAC Day Parade	TUCB2302/05	431.57
Total Expenditure			10,277.47
Net Funding (Excluding commitments)			46,811.43
COMMITMENTS:			
			excl GST
04-Jun-19	Tuakau Youth Centre building project	OTCB1906/04	3,000.00
04-Nov-21	Commitment for a donation for the amount of \$100.00 (excluding GST) commemorating the passing of Ms Hillary Barry to Breast Cancer Foundation by Mr Reeve online	OTCB2111/04	100.00
22-Nov-21	Commitment for the amount of \$2,000.00 (including GST, if any) towards the cost of Christmas events in Tuakau this payment is to Tuakau Lions Club and they are not GST registered.	OTCB2111/04/TUCB2306/04	2,000.00
14-Nov-22	Commitment to Belgravia for the amount of approximately \$7,600.00 (excluding GST) towards covering the costs of a swimming pool subsidy scheme for 2022/23 season	TUCB/PRWCB2211/10 TUCB2302/06	7,600.00
27-Feb-23	Commitment from the Tuakau Community Board Discretionary Fund for the amount of \$900.00 towards the costs associated with the 2023 Tuakau ANZAC Day Parade	TUCB2302/05	900.00
30-May-23	Less payment of \$500.00 to G Tema Liapaneke	TUCB2302/05	(431.57)
30-May-23	Less payment of \$106.90 to C Reeves	TUCB2302/05	(106.90)
02-May-23	Commitment of \$16,410 (plus GST) from Tuakau Community Boards' Discretionary Fund to the Ngati Tamaoho Trust towards the repair and reinstatement of the carvings in Tuakau Park.	TUCB2305/03	16,410.00
Total Commitments			29,471.53
NET FUNDING REMAINING (Including commitments)			17,339.90

To	Ngaruawahia Community Board
Report title	Mayor's Community Awards
Date:	Tuesday, 1 August 2023
Report Author:	Ashleigh Fairhead, Executive Assistant
Authorised by:	Tony Whittaker, Chief Operating Officer

1. Purpose of the report

Te Take moo te puurongo

To provide Her Worship the Mayor with a nomination for the Mayor's Community Awards.

2. Executive summary

Whakaraapopototanga matua

Councillors, community boards and committees are being asked to nominate one recipient each for a Mayoral Community Award. The key purpose of the awards are to recognise volunteer community service. The nominees must:

- a. Be a resident of the Waikato District.
- b. Be nominated by a ward councillor, community board or community committee member. Those nominations from community boards and committees must come via a formal resolution from that Committee or Board.
- c. Have contributed and continue to provide an ongoing voluntary service to the community.

Following the closing of nominations the Mayor will consider the nominees and select the final recipients based on the above criteria. The award recipients will be invited to an awards ceremony to be held in September.

The purpose of this report is to provide a nomination for these awards no later than 11 August 2023. The nomination should include details such as name, address, contact numbers and an explanation of why they should be considered for the award. A template is attached for you to complete and return to her Worship the Mayor for this purpose.

3. Recommendations Tuutohu-aa-kaimahi

That the Tuakau Community Board nominates _____ for the Mayoral Community Awards.

4. Attachments Ngaa taapirihanga

Attachment 1 – Nominee application form

Mayor's Community Awards 2023 Nominations (one per page)

Nominated by	
Ward	
Nominee	
Reason why nominated (no more than 100 words)	
Contact details	
Address	
Phone Number	
Email Address	