

Agenda for a meeting of the Ngaruawahia Community Board to be held in the Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 10 MAY 2016** 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**

*Representatives from Perry Group will be in attendance from 6pm to discuss item 6.1.*

**3. DISCLOSURES OF INTEREST**

**4. CONFIRMATION OF MINUTES**

Meeting held on Tuesday 8 March 2016 3

**5. MATTERS ARISING FROM MINUTES**

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- |      |                                 |        |
|------|---------------------------------|--------|
| 6.11 | Community Board Chair Report    | Verbal |
| 6.12 | Councillors' Report             | Verbal |
| 6.13 | Community Board Members' Report | Verbal |

GJ Ion

**CHIEF EXECUTIVE**

Agenda2016\NCB\160510 NCB OP.doc

### ***Open Meeting***

<b>To</b>	Ngaruawahia Community Board
<b>From</b>	GJ Ion Chief Executive
<b>Date</b>	9 March 2016
<b>Prepared By</b>	JP Davies Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	1472706
<b>Report Title</b>	<b>Confirmation of Minutes - March</b>

#### **1. Executive Summary**

To confirm the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 8 March 2016.

#### **2. Recommendation**

**THAT** the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 8 March 2016 be confirmed as a true and correct record of that meeting.

Attachment: Minutes



**MINUTES** of a meeting of the Ngaruawahia Community Board held in Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 8 MARCH 2016** commencing at **6.00pm**.

**Present:** Mrs PJ Forsyth (Chairperson)  
Cr JM Gibb  
Mr JH Ayers  
Mrs W Diamond  
Mr BJ Sherson *[from 6.20pm]*

**Attending:** Ms S Duignan (General Manager Customer Support)  
Mrs JP Davies (Committee Secretary)  
Ms F Devonshire  
Mr D Vowles  
Mrs J Willey

**NCB1603/01      APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Mrs Diamond/Cr Gibb)**

**THAT** an apology be received from and leave of absence granted to Cr Solomon, Ms Tukere and Mr J Whetu;

**AND THAT** an apology for lateness be received from Mr Sherson.

**CARRIED on the voices**

**NCB1603/02      CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Mrs Diamond/Mr Ayers)**

**THAT** the agenda for a meeting of the Ngaruawahia Community Board held on Tuesday 8 March 2016 be confirmed and all items therein be considered in open meeting.

**CARRIED on the voices**

**NCBI603/03      DISCLOSURES OF INTEREST**

Mrs Diamond advised members of the Community Board that she would declare a Conflict of Interest in item 6.2 [*Application for Funding - Ngaruawahia RSA Memorial Club Inc*].

**NCBI603/04      CONFIRMATION OF MINUTES**

**Resolved: (Cr Gibb/Mr Ayers)**

**THAT the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 9 February 2016 be confirmed as a true and correct record of that meeting.**

**CARRIED on the voices**

**NCBI603/05      MATTERS ARISING FROM THE MINUTES**

There were no matters arising from the Minutes.

**NCBI603/06      REPORTS**

NCBI603/06/1      Discretionary Fund Report to 24 February 2016  
Agenda item 6.1

**Resolved: (Cr Gibb/Mr Ayers)**

**THAT the report of the General Manager Strategy & Support - *Discretionary Fund Report to 24 February 2016* - dated 24 February 2016 be received;**

**AND THAT the commitment of \$10,000 for the Hakarimata Walkway entrance be amended to include consent and engineering costs.**

**CARRIED on the voices**

NCBI603/06/2

Application for Funding – Ngaruawahia RSA Memorial Club Inc.  
Agenda item 6.2

Mrs Diamond declared a conflict and withdrew to the gallery and did not take part in voting on this item. She provided an explanation to the background relating to the application and the murals.

**Resolved: (Cr Gibb/Mr Ayers)**

**THAT the report of the General Manager Strategy & Support - *Application for funding - Ngaruawahia RSA Memorial Club Inc.* - be received;**

**AND THAT an allocation of \$1,577.92 is made to the Ngaruawahia RSA Memorial Club Inc. towards the cost of purchasing a new commemorative piece of artwork subject to the Club receiving funds from the WEL Energy Trust.**

**CARRIED on the voices**

NCBI603/06/3

Freedom Camping Bylaw  
Agenda item 6.3

Discussion took place on the various areas within the Community Board district. Feedback was provided to the General Manager Customer Support at the meeting.

**Resolved: (Mrs Diamond/Mr Sherson)**

**THAT the report of the General Manager Customer Support - *Freedom Camping Bylaw* - be received;**

**AND THAT the Community Board provides feedback to Council prior to the 21 March 2016 on areas that it considers should be included in the bylaw as restricted or prohibited.**

**CARRIED on the voices**

Mr Sherson entered the meeting [6.20pm] during discussion on the above item and was present when discussion and voting took place.

NCBI603/06/4

Ngaruawahia Issues and Works Report  
Agenda item 6.4

Cr Gibb addressed the Board and explained there is a road naming policy which developers are required to comply with. Staff will hold a list of approved road names and the Community Board may add to the list at appropriate times. It has been suggested that a list of 30 names should be on the list.

**Resolved: (Mr Sherson/Mr Ayers)**

**THAT the report of the General Manager Customer Support - *Ngaruawahia Issues and Works Report* - dated 1 March 2016 be received;**

**AND THAT the following names be added to the road naming list:**

- Huirama
- Gordon Harrop

**AND FURTHER THAT a workshop will be held prior to the May 2016 meeting to discuss and confirm the Community Board's list to Council.**

**CARRIED on the voices**

NCBI603/06/5

Ngaruawahia Community Board Resolution/Action Register  
Agenda item 6.5

Tabled item: Update on Hakarimata Walkway Steps

Mrs Diamond addressed the Board and provided further background on the Hakarimata Walkway Steps and Te Awa cycleway. She advised of further funding applications being made to assist with the project and the Board confirmed Mrs Diamond will proceed with an application.

**Resolved: (Mr Ayers/Mrs Diamond)**

**THAT the report of the General Manager Customer Support - *Ngaruawahia Community Board Resolution/Action Register* - dated 1 March 2016 be received;**

**AND THAT the following item be added to the Register:**

- The old dump site upgrade

**AND FURTHER THAT item 7 be amended so that the word 'jetty' be replaced with 'beach area'.**

**CARRIED on the voices**

NCBI603/06/6      Chairperson's Report  
Agenda Item 6.6

The Chair gave an overview on the following item:

- Over 200 signatures in support of the adult fitness centre at the Point.
- Workshop date to be arranged for 6.30pm Tuesday 19 April 2016.

NCBI603/06/7      Councillors' Report  
Agenda Item 6.7

Cr Gibb provided a verbal update on Council issues for the information of the Board.

NCBI603/06/8      Board Members' Report  
Agenda Item 6.8

Discussion took place on various items of interest for the information of the Board.

There being no further business, the meeting was declared closed at 7.16pm.

Minutes approved and confirmed this                      day of May 2016.

PJ Forsyth (Mrs)  
**CHAIRPERSON**

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### ***Open Meeting***

<b>To</b>	Ngaruawahia Community Board
<b>From</b>	R MacCulloch Acting General Manager Customer Support
<b>Date</b>	1 May 2016
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	I503572
<b>Report Title</b>	Te Awa Cycleway Update

## **I. EXECUTIVE SUMMARY**

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To provide the Community Board with an update on the Te Awa Cycleway and discuss signage.

## **2. RECOMMENDATION**

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**THAT** the report from the General Manager Customer Support be received.

### **Open Meeting**

<b>To</b>	Ngaruawahia Community Board
<b>From</b>	TG Whittaker General Manager Strategy & Support
<b>Date</b>	26 April 2016
<b>Prepared by</b>	J Calambuhay Management Accountant
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	I506313
<b>Report Title</b>	Discretionary Fund Report to 26 April 2016

## **I. EXECUTIVE SUMMARY**

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To update the Board with the Discretionary Fund Report to 26 April 2016.

## **2. RECOMMENDATION**

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**THAT** the report from the General Manager Strategy & Support – *Discretionary Fund Report to 26 April 2016* – be received.

## **3. ATTACHMENTS**

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Discretionary Fund Report to 26 April 2016

# NGARUAWAHIA COMMUNITY BOARD DISCRETIONARY FUND 2015/2016

	GL	1,205,170.4
2015/16 Annual Plan		20,999.00
Carry forward from 2014/15		31,885.00
<b>Total Funding</b>		<b>52,884.00</b>
<b>Expenditure</b>		
31-Oct-15 Ngaruawahia Community House room rental		40.00
31-Oct-15 Ngaruawahia Community House room rental		40.00
19-Jan-16 Community Newsletter		1,200.00
21-Mar-16 Ngaruawahia RSA Memorial Club Inc -new commemorative piece of artwork		1,577.92
<b>Total Expenditure</b>		<b>2,857.92</b>
<b>Income</b>		
<b>Total Income</b>		-
<b>Net Expenditure</b>		<b>2,857.92</b>
<b>Net Funding Remaining (Excluding commitments)</b>		<b>50,026.08</b>
<b>Commitments</b>		
Workshop costs/room		100.00
Community Awards		500.00
Information signage boards		5,000.00
General signage		10,000.00
Hakarimata Walkway entrance - consent and engineering costs		10,000.00
12-May-15 Ngaruawahia Community House - towards cost of purchasing two new murals subject to all other funding being approved towards the project (Resolution NCB 1505/06/2)		3,000.00
10-Nov-15 Commitments for the following projects (Resolution NCB 1511/06/2)		
Workshop Expenses		300.00
Adult playground fitness proposal		10,000.00
09-Feb-16 Ngaruawahia Lions Club - recognition of services provided on ANZAC Day 2016 (Resolution NCB 1602/06/5)		300.00
09-Feb-16 Costs involved in the hiring of a public address system (Resolution NCB 1602/06/5)		to be confirmed
<b>Total Commitments</b>		<b>39,200.00</b>
<b>Net Funding Remaining (Including commitments) as of 26 April 2016</b>		<b>10,826.08</b>

### **Open Meeting**

<b>To</b>	Discretionary & Funding Committee
<b>From</b>	TG Whittaker General Manager Strategy & Support
<b>Date</b>	18 April 2016
<b>Prepared by</b>	L van den Bemd Community Development Coordinator
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	1502660
<b>Report Title</b>	Application for Funding – Turangawaewae Rugby League Sport & Cultural Club

## **1. EXECUTIVE SUMMARY**

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The purpose of this report is to present an application for funding from Turangawaewae Rugby League Sport & Cultural Club towards the cost of replacing the clubroom electrical switchboard which has been deemed hazardous by the Clubs insurer.

## **2. RECOMMENDATION**

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**THAT** the report from the **General Manager Strategy & Support – Application for Funding - Turangawaewae Rugby League Sport & Cultural Club** – be received;

**AND THAT** an allocation of \$..... is made towards the cost of replacing the clubroom electrical switchboard;

**OR**

**AND THAT** the request from Turangawaewae Rugby League Sport & Cultural Club towards the cost of replacing the clubroom electrical switchboard is declined / deferred until ..... for the following reasons:

## **3. BACKGROUND**

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The Turangawaewae Marae Rugby League Club is undertaking essential repairs to the club's facility.

The club's kitchen room is no longer fit for purpose and requires an upgrade. The club has also been advised by its insurance company that the electrical switch board is a potential hazard.

The club want to address the Health and Safety aspect of the electrical switch board before it commences with upgrading the kitchen.

The application is stage one of a two stage project to upgrade the club.

The club has organised 'working bees' to assist with the upgrade.

#### **4. OPTIONS CONSIDERED**

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- 1) That the application is approved and an allocation of partial or full funding requested by made.
- 2) That the application is declined.
- 3) That the application is deferred.

#### **5. FINANCIAL**

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Funding is available to allocate for the year.

The project is noted to cost \$49,128.00. The Turangawaewae Rugby League Sport & Cultural Club is seeking funding of \$5,625.00 towards the cost of replacing the clubroom electrical switchboard.

GST Registered			Yes
Set of Accounts supplied			Yes
Previous funding has been received by this organisation			Yes
LTP 2014/15	Driveway Repairs	27 May 2015	\$5,750.00

#### **6. POLICY**

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The application meets the criteria set in the Policy – one of which is that grants up to \$5,000.00 can be funded up to 100% at the discretion of the relevant Community Board or Committee or Council's Discretionary & Funding Committee.

For grants above \$5,000.00 a funding cap of 75% of the total project cost applies (whichever is the greater) and other funding needs to be sought.

Funds cannot be uplifted until all sufficient funds for the project are approved.

#### **7. CONCLUSION**

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Consideration by the Discretionary & Funding Committee is required with regard to this funding request.

## 8. ATTACHMENTS

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Application for Funding

**SCANNED**

Doc No \_\_\_\_\_

WAIKATO DISTRICT COUNCIL

15

30 MAR 2016

Time 12:25 Initials [Signature]

NGARUAWAHIA

**DISCRETIONARY FUNDING APPLICATION FORM****Important notes for applicant:**

- It is recommended that, prior to submitting your application, you contact the Waikato District Council's community development co-ordinator, on 07 824 8633 or 0800 492 452, to discuss your application requirements and confirm that your application meets the eligibility criteria.
- Please read the Guidelines for Funding Applications document to assist you with completing this application form.
- Please note that incomplete applications WILL NOT be considered. All parts of the application MUST be completed and all supporting information supplied.
- All applications must be on this application for funding form. We will not accept application forms that have been altered.
- Please ensure you complete the **checklist on page 5**.

**Which fund are you applying to:** (Please tick appropriate box)

Discretionary and Funding Committee



Project



Event

OR

Community Board / Committee Discretionary Fund

Raglan



Taupiri



Onewhero-Tuakau



Ngaruawahia



Huntly



Te Kauwhata



Meremere

**Section I – Your details**

Name of organisation

TURANGAWAENAE RUGBY LEAGUE SPORT, CULTURAL CLUB

What is your organisation's purpose?

THE PURPOSE OF THE CLUB IS TO PROVIDE ORGANISED SPORT AND RECREATIONAL OPPORTUNITIES FOR MEN, WOMEN - CHILDREN. THE CLUB FOCUSES ON INSTILLING PRIDE IN BEING PART OF CLUB/COMMUNITY, RESPECT, LOYALTY - FAIRPLAY.

Address: (Postal)

P.O. Box 4, NGARUAWAHIA 3742

Address: (Physical if different from above)

35B RIVER ROAD, NGARUAWAHIA

Contact name, phone number/s and email address

CHARLIE VERSTAPPEN - Mob 0274 759565 WK 07 960 7800  
- Email charlie.verstappen@rabobank.com

Charities Commission Number: (If you have one)

Are you GST registered? No ☐ Yes ☒ GST Number 221 9721097

Bank account details 061037710009021100

Bank ANZ Branch NGARMANAHIA

The following documentation is required in support of your application:

- A copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club
- Encoded deposit slip to enable direct credit of any grant payment made
- A copy of any documentation verifying your organisations legal status

## Section 2 – Community wellbeing and outcomes

Which community wellbeing will your project contribute to?

(See the guidelines sheet for more information on this section).

Social ☐ Economic ☐ Cultural ☒ Environmental ☐

Which of the five community outcomes for the Waikato district does this project contribute to?

(See the guidelines sheet for more information on this section.)

Accessible ☐ Safe ☒ Sustainable ☐ Thriving ☐ Vibrant ☐

## Section 3 – Your event/project

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

REPLACE CLUBROOMS ELECTRICAL SWITCHBOARD (LOCATED AT 35B RIVER ROAD). EXISTING SWITCHBOARD IS VERGING ON DANGEROUS AND INSURANCE COMPANY HAS NOTED IT AS A POTENTIAL HAZZARD.  
NEW SWITCHBOARD TO BE INSTALLED IN ~~APRIL~~ JUNE.

Who is involved in your event / project?

NGARMANAHIA ELECTRICAL (CASE).

How many volunteers are involved?

ABOUT 4 - 1 PERSON REPLACING GIB, 1 PERSON PLASTERING, 1 PAINTING

What other groups are involved in the project?

NIL.

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

REPLACING THE SWITCHBOARD IS INTEGRAL TO CLUB RENOVATING ITS KITCHEN. KITCHEN ALSO CONTAINS HAZZARDS (GAS BOTTLE INSIDE, DEEP FRYER HAS NO CUT OUT SWITCH). KITCHEN IS USED BY MARAE FOR TANGIHANGA, UNVEILING ETC.



### Section 4 – Funding requirements

**Note :** Please provide full details of how much your event/project will cost, how much you are seeking from the Waikato District Council and other providers, details of other funding and donated materials/resources being sourced, and current funds in hand to cover the costs of the event/project.

Please complete all of the following sections	GST Inclusive Costs (use this column if you are not GST registered)	GST Exclusive Costs (use this column if you are GST registered)
<b>TOTAL COST OF THE PROJECT/EVENT</b>	\$ _____	\$ <u>49,128</u>
<b>Existing funds available for the project      Total A</b>	\$ _____	\$ <u>13,503</u>

#### Funding being sought from Waikato District Council

<b>Project Breakdown</b> (itemised costs of funding being sought) If there is insufficient space below please provide a breakdown of costs on an additional sheet.	\$ _____	\$ _____
<i>Replace existing electrical switch-</i>	\$ _____	\$ _____
<i>board to accommodate new MCB's</i>	\$ _____	\$ _____
<i>and RCD's. Renovate kitchen</i>	\$ _____	\$ _____
<i>including electrical, plumbing, wall</i>	\$ _____	\$ _____
<i>linings and benchtops.</i>	\$ _____	\$ _____
<b>Total Funds being sought from WDC      Total B</b>	\$ _____	\$ <u>5,625</u>

Has funding been sought from other funders? Yes ☒ No ☐

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

a) <i>Trust Waikato (confirmed)</i>	\$ _____	\$ <u>10,000</u>
b) <i>Wellbeing Trust</i>	\$ _____	\$ <u>20,000</u>
c)	\$ _____	\$ _____
d)	\$ _____	\$ _____
<b>Total of other funds being sought      Total C</b>	\$ _____	\$ <u>30,000</u>

<b>Total Funding Applied for</b> (Add totals A, B & C together to make Total D) <b>Total D</b>	\$ _____	\$ <u>49,128</u>
Note : This total should equal the Total Cost of the Project/Event		

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

*Club members will carry out job stopping and painting.  
To date 30 club members have donated \$100 each = \$3,000  
sponsored.*

**Section 5 – Previous Funding Received from Waikato District Council**

If you have received funding from or through the Waikato District Council for any project in the past two years, please list below:

Project	Amount received	Date
DRIVEWAY REPAIRS	\$5,750.00	27/5/15

Please confirm that a 'Funding Project Accountability' form has been completed and returned to Waikato District Council for the funds listed above. **Note** : this will be checked and confirmed by council staff.

I confirm that an accountability statement has been completed and returned

Signed: C. Verstappen Name: C. VERSTAPPEN

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

Signature: C. Verstappen Date: 15/3/16

Position in organisation (tick which applies)

Chairman ☐

Secretary ☐

Treasurer ☒

Signature: [Signature] Date: 15/3/16,

Position in organisation (tick which applies)

Chairman ☐

Secretary ☒

Treasurer ☐

## Checklist

Please ensure you have completed all parts of the funding application form by marking the boxes below and include copies of all accompanying documentation required.

Please also ensure you attach the completed checklist with your application.

Items Required	Enclosed ✓
Read and understood the guidelines for funding applications document	✓
Discussed your application with the Waikato District Council community development co-ordinator	✓
Nominated the fund you are applying for	✓
Completed Section 1 – Your details	✓
Enclosed a full copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club	✓
Enclosed an encoded deposit slip to enable direct credit of any grant payment made	✓
Enclosed a copy of any documentation verifying your organisations legal status	✓
Included copies of written quotes	✓
Completed Section 2 - community wellbeing and outcomes	✓
Completed Section 3 – details of your event/project	✓
Completed Section 4 – Funding requirements	✓
Completed Section 5 where funding has been received in the previous 2 years	✓
Obtained two signatures on your application	✓

**Please note: Incomplete applications will not be considered. Applicants will be requested to submit relevant outstanding information within 5 days or their application will be returned.**

# ***Ngaruawahia Electrical Ltd***

*P.O. Box 54 –Ngaruawahia 3742 – New Zealand*

*Phone 07 8247361 or 0274 956335*

*E-mail nga-elect@xtra.co.nz*

14/03/2016

Charlie Verstappen  
Turangawaewae Rugby League Club  
35 River Road  
Ngaruawahia

Hi Charlie

My price for replacing the existing switch board to accommodate new MCBs and RCDs to protect plug circuits and to allow for the kitchen upgrade is:

	\$7500.00
	<u>GST 937.50</u>
	\$8437.50

If you have any queries please do not hesitate to contact me.

This quote is valid for 60days from the above date.

Regards

Case van den Bemd



# CERTIFICATE OF INCORPORATION

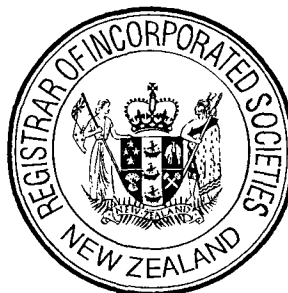
## TURANGAWAEWAE RUGBY LEAGUE SPORTS AND CULTURAL CLUB INCORPORATED

212886

This is to certify that TURANGAWAEWAE RUGBY LEAGUE FOOTBALL CLUB INCORPORATED was incorporated under the Incorporated Societies Act 1908 on the 27th day of November 1969 and changed its name to TURANGAWAEWAE RUGBY LEAGUE SPORTS AND CULTURAL CLUB INCORPORATED on the 27th day of April 1992.

*Mandy McDonald*

Registrar of Incorporated Societies  
15th day of March 2016



For further details visit [www.societies.govt.nz](http://www.societies.govt.nz)

Certificate printed 15 Mar 2016 20:57:04 NZT

17 September 2015

Trust Waikato  
PO Box 391  
HAMILTON 3240



Teena koutou nga rangatira,

**LETTER OF SUPPORT: TURANGAWAEWAE RUGBY LEAGUE SPORTS & CULTURAL CLUB**

*He hoonore he korooria he maungarongo ki te mata o te whenua he whakaaro pai ki nga taangata kaatoa. Pai Maarire*

This letter is written in support of a funding application being lodged by the Turangawaewae Rugby League Sports & Cultural Club.

The marae shares a unique relationship with the club - its name was derived from the marae, and from the time it was established in 1969 through to today, the majority of the volunteer workforce for the marae, are affiliated members of the club. To this extent, the club is regarded as an entity of the marae.

The club plays an important role in our community. Apart from organising sporting activities and developmental programmes for junior and senior members, it is readily available for kaupapa that fall outside of the normal realm for a sports club.

As Turangawaewae is a national marae, there are many instances where it cannot cater for multiple events at once. In these cases tangihanga, unveilings and birthday functions are hosted by the club. Despite the club kitchen being dated and inefficient the club has supported these kaupapa unconditionally by opening its doors to these occasions. The ability to hold these functions at the club is a great help to the marae and we look forward to this arrangement continuing into the future.

In closing I reiterate the support of the marae committee for the funding application from Turangawaewae Rugby League Sports & Cultural Club, to renovate and upgrade their kitchen facilities so that they can better cater to the needs of the marae and wider community.

Noho ora mai

---

Ikimoke Tamaki-Takarei  
Turangawaewae Marae Committee Chair



TURANGAWAEWAE  
RUGBY LEAGUE  
SPORTS & CULTURAL CLUB INC

FINANCIAL STATEMENTS

FOR THE YEAR ENDED  
30 SEPTEMBER 2015

**TURANGAWAEWAE RUGBY LEAGUE SPORTS & CULTURAL CLUB INC**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2015**

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**TURANGAWAEWAE RUGBY LEAGUE SPORTS & CULTURAL CLUB INC**  
**STATEMENT OF FINANCIAL PERFORMANCE**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2015**

<i>Bar Trading Account</i>	<b>2015</b> \$	<b>2014</b> \$
<i>Income</i>		
Bar Sales	72,849	75,081
<i>Total Bar Operating Income</i>	<u>72,849</u>	<u>75,081</u>
<i>Less Cost of Goods Sold</i>		
Opening Stock	3,000	3,000
Bar Cleaning	1,370	1,588
Bar EFTPOS Fees	1,109	1,178
Bar Purchases	37,368	38,323
Bar Maintenance	1,229	0
Less Closing Stock	-4,500	-3,000
<i>Total Cost of Goods Sold</i>	<u>39,576</u>	<u>41,089</u>
<i>Gross Surplus - Bar Trading Account</i>	<u>33,273</u>	<u>33,992</u>
<i>Gross Profit Ratio</i>	46%	45%

This statement is to be read in conjunction with the Notes to the Financial Statements

**TURANGAWAEWAE RUGBY LEAGUE SPORTS & CULTURAL CLUB INC**  
**STATEMENT OF FINANCIAL PERFORMANCE**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2015**

	2015	2014
	\$	\$
<b>Income</b>		
Gross Surplus - Bar Trading	33,273	33,992
<b>Total Trading Income</b>	<u>33,273</u>	<u>33,992</u>
<b>Plus Other Income</b>		
Apparel Sales	10,117	23,423
Fundraising	5,494	6,503
Grants – Lion Foundation	15,000	20,000
Grants – Lion Foundation (Schoolboys)	- 8,391	-10,000
Grant – Waikato District Council	5,750	0
Interest Received	380	379
Koha Received	4,326	2,279
Tournament Income - Nines	435	391
Sponsorship Received	3,000	2,196
Subscriptions	5,443	5,152
Sundry Income	711	441
Windup Income	1,522	1,804
<b>Total Other Income</b>	<u>43,787</u>	<u>52,568</u>
<b>Total Income</b>	<u>77,060</u>	<u>86,560</u>
<b>Less Expenses</b>		
Advertising	248	663
Apparel Purchases	8,315	20,683
Cleaning Expenses	1,283	2,060
Club Maintenance	15,077	9,565
Depreciation	4,065	3,695
Disposal of Fixed Asset	0	146
Electricity	4,002	4,950
Entertainment	878	0
Fundraising Expenses	0	2,541
Insurance	3,690	4,494
Interest Paid	1,717	1,715
Postage & Stationery	148	100
Player Expenses - All Grades	9,774	5,397
Rates	2,678	2,189
Sundry Expenses	1,044	2,141
Telephone	700	576
Tournament Expenses - Nines	600	0
Waste & Rubbish Removal	1,413	1,389
Windup Expenses	<u>2,826</u>	<u>2,926</u>
<b>Total Expenses</b>	<u>58,458</u>	<u>65,304</u>
<b>Net Surplus/Deficit</b>	<u>18,602</u>	<u>21,256</u>

This statement is to be read in conjunction with the Notes to the Financial Statements

**TURANGAWAEWAE RUGBY LEAGUE SPORTS & CULTURAL CLUB INC**  
**STATEMENT OF MOVEMENTS IN EQUITY**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2015**

	<b>2015</b> \$	<b>2014</b> \$
Opening Equity	433,358	412,102
Total Recognised Revenue and Expenditure	18,602	21,256
Closing Equity	<u>451,960</u>	<u>433,358</u>

This statement is to be read in conjunction with the Notes to the Financial Statements

**TURANGAWAEWAE RUGBY LEAGUE SPORTS & CULTURAL CLUB INC**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT 30 SEPTEMBER 2015**

	2015 \$	2014
<b><i>Current Assets</i></b>		
ANZ Bank Cheque Account	38,786	33,296
ANZ Bank Reunion Account	4,688	4,577
Bar Float	500	500
Closing Stock - Apparel	1,200	3,250
Closing Stock - Bar	4,500	3,000
GST Receivable	2,696	415
<b><i>Total Current Assets</i></b>	<u>52,370</u>	<u>45,038</u>
<b><i>Non-Current Assets</i></b>		
<i>Fixed Assets per Schedule</i>		
Furniture & Fittings	3,068	3,407
Land & Buildings	377,000	377,000
Plant & Equipment	20,274	17,869
Sports Equipment	16,730	11,979
<b><i>Total Non-Current Assets</i></b>	<u>417,072</u>	<u>410,255</u>
<b><i>Total Assets</i></b>	469,442	455,293
<b><i>Less Current Liabilities</i></b>		
ANZ Cheque Account Overdraft	0	0
GST Payable	0	0
Sundry Creditors	652	3,697
<b><i>Total Current Liabilities</i></b>	<u>652</u>	<u>3,697</u>
<b><i>Less Term Liabilities</i></b>		
ANZ Term Loan	16,830	18,238
<b><i>Total Liabilities</i></b>	<u>17,482</u>	<u>21,935</u>
<b><i>Net Assets</i></b>	<u>451,960</u>	<u>433,358</u>
<b><i>Owners Equity</i></b>	<u>451,960</u>	<u>433,358</u>
<b><i>Financial Statements Approved By:</i></b>		
Chairman	_____	Dated: _____
Treasurer	_____	Dated: _____

This statement is to be read in conjunction with the Notes to the Financial Statements

**TURANGAWAEWAE RUGBY LEAGUE SPORTS & CULTURAL CLUB INC**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2015**

**1 Statement of Accounting Policies**

**Reporting Entity**

The financial statements presented here are for the Turangawaewae Rugby League Sports & Cultural Club Inc.

The reporting entity is an Incorporated Club incorporated under the Incorporated Societies Act 1908. Accrual accounting has been used to match expenses with revenues. Reliance is placed on the assumption the entity is a going concern.

**Differential Reporting**

The reporting entity qualifies for differential reporting as it is not publicly accountable and is not large. The entity has taken advantage of all differential reporting exemptions.

**Measurement Base**

The financial statements have been prepared on the basis of historical cost with the exception of certain items for which specific accounting policies are identified.

**2 Specific Accounting Policies**

**(a) Inventories**

Inventories are stated at the lower of cost and net realisable value.

**(b) Fixed Assets**

Fixed Assets are recorded at cost less depreciation and were devalued at 1 October 2010.

The Committee assesses the carrying value of assets annually. Where the estimated recoverable amount of the asset is less than its carrying value, the asset is written down.

**(c) Depreciation**

Depreciation is calculated at 10% for all assets except for land and buildings. Land and buildings are exempt from depreciation.

**(d) Goods and Services Tax (GST)**

The reporting entity is registered for GST. These financial statements exclude GST, except for accounts payable closing balances.

**(e) Changes in Accounting Policies**

There have been no changes in accounting policies.

All policies have been applied on a consistent basis with previous years, unless stated.

**3 ANZ Term Loan**

In May 2013, a term loan of \$20,000 was secured over the assets held by the Club.

Loan interest is floating at 9.05%. The loan will be fully paid on May 2023.

Principal balance is disclosed in the Statement of Financial Position on page 4.

**4 Capital Commitments & Contingent Liabilities**

There were no capital commitments 30 September 2015 (2014, nil). A potential contingent liability is repayment of funds held in ANZ 'Reunion' a/c (\$4,688), if reunion does not occur funds will be returned to depositors.

**5 Subsequent Events**

There were no events subsequent to balance date that would have a material effect on these financial statements (2014, nil).

**6 Audit**

These financial statements have not been audited.

**TURANGAWAEWAE RUGBY LEAGUE SPORTS & CULTURAL CLUB INC**  
**SCHEDULE OF FIXED ASSETS AND DEPRECIATION**  
**AS AT 30 SEPTEMBER 2015**

	Purchase Date	Opening Cost	Op Acc Depn	Opening Bk Value	Additions at cost	Sale at cost	Loss on Sale	Type	Rate	Depn	Closing Bk Value
<b>Land &amp; Buildings</b>											
Land		125,000	-	125,000	-	-	-	Ex	0.00%	-	125,000
Buildings		250,000	-	250,000	-	-	-	Ex	0.00%	-	250,000
Building Extensions		2,000	-	2,000	-	-	-	Ex	0.00%	-	2,000
		377,000	-	377,000	-	-	-			-	377,000
<b>Fixtures &amp; Fittings</b>											
Honours Board	2014	805	81	725				DV	10.00%	72	653
Floor Coverings	2011	4,088	1,405	2,683				DV	10.00%	268	2,415
		4,088	1,486	3,408		-	-			340	3,068
<b>Plant &amp; Equipment</b>											
Chairs		200	69	131	-	-	-	DV	10.00%	13	118
Chiller		800	275	525	-	-	-	DV	10.00%	52	473
Chiller Unit		-	-	-	4,270	-	-	DV	10.00%	86	4,184
Dishwasher	2015	1,000	100	900	-	-	-	DV	10.00%	90	810
Flood Lights	2014	10,000	3,439	6,561	-	-	-	DV	10.00%	656	5,905
Fly Tents		150	51	99	-	-	-	DV	10.00%	10	89
Fridge/Freezer		150	51	99	-	-	-	DV	10.00%	10	89
Gas Bottle		50	17	33	-	-	-	DV	10.00%	3	30
Gas Oven		250	85	165	-	-	-	DV	10.00%	17	148
Heaters		800	257	525	-	-	-	DV	10.00%	52	473
Pool Table		500	172	329	-	-	-	DV	10.00%	33	296
Scoreboard		150	51	99	-	-	-	DV	10.00%	10	89
Security System		200	69	131	-	-	-	DV	10.00%	13	118
Sound System		1,500	516	985	-	-	-	DV	10.00%	99	886
Tables		400	137	263	-	-	-	DV	10.00%	26	237
Till		400	137	263	-	-	-	DV	10.00%	26	237
Trophies		1,800	619	1,181	-	-	-	DV	10.00%	112	1,069
Chiller Additions	2012	7,657	2,076	5,581	-	-	-	DV	10.00%	558	5,023
		26,007	8,210	17,870	4,270	-	-			1,866	20,274
<b>Sports Equipment</b>											
Sports Equipment		150	51	99	-	-	-	DV	10.00%	10	89
Sports Uniforms		300	107	193	-	-	-	DV	10.00%	19	174
Sports Equipment	2014	4,755	476	4,280	-	-	-	DV	10.00%	428	3,852
Sports Uniform	2014	8,231	823	7,408	-	-	-	DV	10.00%	741	6,667
Sports Equipment	2015	-	-	-	6,609	-	-	DV	10.00%	661	5,948
		13,436	1,457	11,980	6,609	-	-			1,859	16,730

Total Fixed Assets		420,531	11,153	410,255	10,879	-	-		4,065	417,072
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### **Open Meeting**

<b>To</b>	Ngaruawahia Community Board
<b>From</b>	TG Whittaker General Manager Strategy & Support
<b>Date</b>	26 April 2016
<b>Prepared by</b>	L van den Bemd Community Development Co-ordinator
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	I504575
<b>Report Title</b>	Unspent Grant – Ngaruawahia Community House

## **I. EXECUTIVE SUMMARY**

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The purpose of this report is to inform the Board that the Ngaruawahia Community House no longer requires the funding for the Ngaruawahia Squash Club mural.

## **2. RECOMMENDATION**

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**THAT** the report from the **General Manager Strategy & Support – Unspent Grant – Ngaruawahia Community House** – be received;

**AND THAT** an allocation of \$3,000.00 is returned to **Ngaruawahia Community Board Discretionary Fund**.

## **3. ATTACHMENTS**

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Unspent grant advice letter – Ngaruawahia Community House



27<sup>th</sup> April 2016

Waikato District Council  
Private Bag 544  
Ngaruawahia

Att; Lianne van denBemd

Dear Lianne,

As discussed with you previously the Ngaruawahia Community Board granted \$3,000 to the Ngaruawahia Community House towards a proposed mural on the Ngaruawahia Squash Club at the Point.

This was dependant on the Community House securing the rest of the funds, this has not happened so we are asking that these funds go back to the Ngaruawahia Community Board.

I have written to Trish Forsyth Chair of the Ngaruawahia Community Board advising her that the Community House will not be uplifting these funds

Please do not hesitate to contact me if you require any further information

Regards



Anne Ramsay  
Manager

### Open Meeting

<b>To</b>	All Community Boards (excluding Raglan) and Community Committees
<b>From</b>	TN Harty General Manager Service Delivery
<b>Date</b>	3 March 2016
<b>Prepared by</b>	M McIntyre Operations Team Leader, Waters
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	I498560
<b>Report Title</b>	Refuse and Recycling Changes

## 1 Executive Summary

This report is to advise the Board/Committee that the Operations Team Leader (Waters), Marie McIntyre, from the Service Delivery Group of the Waikato District Council will be in attendance at the meeting to provide an update on “Refuse & Recycling Changes”.

## 2 Recommendation

**THAT** the report of the General Manager Service Delivery – *Refuse & Recycling Changes* – be received.

## 3 Attachments

N/A

### **Open Meeting**

<b>To</b>	All Community Boards and Committees
<b>From</b>	TN Harty General Manager Service Delivery
<b>Date</b>	19 April 2016
<b>Prepared By</b>	G Bailey Open Spaces Operations Team Leader
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	1499602
<b>Report Title</b>	Draft Plaques, Memorials and Monuments Policy

## **1. Executive Summary**

Council regularly receives requests from the public to install memorials and plaques within parks. These can range from trees to seats or artwork. Some areas, such as Raglan, are very popular for such requests, so much so that some areas risk becoming over memorialised. To assist staff better manage and deal appropriately and fairly with requests, it is recommended a policy is developed.

A review of other Local Authorities indicates many have a policy for plaques and memorials. Cemetery plaques and memorials are not included in this draft policy.

At its February 2016 meeting Council supported the draft policy and directed staff to engage with the local Boards and Committees and report back.

## **2. Recommendation**

**THAT the report of the General Manager Service Delivery be received;**

**AND THAT the ..... Community Board/Committee provide feedback to staff on the content of the proposed policy;**

**AND FURTHER THAT feedback be provided to the Open Spaces Team Leader by 31 May 2016.**

## **3. Background**

This draft policy provides Community Boards and Committees an opportunity to guide the development of how Council will deal with requests from the public for installation of memorials and plaques in parks.

Staff regularly receives requests from customers to install some form of memorial to a loved one, a prominent member of the community or to recognise a significant event.

Currently staff have no guidelines to assist in ensuring all applications are treated equitably and that applications reflect the surrounding environment and are fit for purpose. There is also no clarity around costs and on-going maintenance responsibilities.

#### 4. Discussion

A policy would outline an equitable process for the Council, and the Community to follow when new plaques, memorials and monuments are proposed. The purpose of a policy is to prevent ad hoc, prolific, inappropriate or widely varying placement of plaques, memorials and monuments at public sites in the Waikato District.

The policy would cover all plaques and memorials placed on land, buildings or property that the Council owns or has control of. This type of policy is in place in a large number of Local Authorities around the country and is not causing any concerns or impediments for communities.

No existing Council policy covers the issue identified in this report. Cemeteries are not included in this policy as they are covered under Cemetery Bylaws.

#### 5. Considerations

The following key points from the draft policy should be noted for comment and consideration:

- No new memorial or plaque will be considered that commemorates a person, event or occasion already memorialised unless there are exceptional circumstances.
- Approval would be dependent on the suitability of the site for the item. If an application for a personal memorial is declined, Council's decision is final.
- Subjects will be generally limited to individuals who have lived in or have a special association with the District.
- All materials used for plaques, memorials and monuments should have a minimum service life of 50 years as detailed in Section 2, NZS 4242:1995 Headstones and Cemetery Monuments.
- Any proposal that incorporates sculptural reliefs or is an artistic work will be referred to Council's Community Development Coordinator for consideration.

*Commemorative Trees with Plaques* - for commemoration of dignitaries, civic and historic occasions only. Commemorative trees, native or exotic must be consistent with Council's District Tree Policy. Once planted, commemorative trees become a Council asset and are maintained to the Council standards. As with all Council managed trees, plantings need to be appropriate to the site and area, and maintenance must be according to best arboricultural practice. If due to unforeseen circumstances a tree must be removed, it may not be replaced.

For commemorative trees the metal plaque to be set at the base of the tree on a concrete plinth.

*Ornamental Feature, Fountain, or Sculptural Memorials* - Council is open to discussion of unique and substantial memorials. A written proposal should be made outlining the desired outcome and budget available.

Council's General Policies Reserve Management Plan relating to Public Art, Plaques, Memorials and Commemorative Tree planting have been incorporated in to this policy.

## 8. Consultation

The following stakeholders have been/or will be consulted:

Planned	In Progress	Complete	
	X		Internal
X			Community boards/Community committees

## 9. Conclusion

To ensure the District has a consistent approach to installation and management of plaques and memorials a Plaques, Memorials and Monuments Policy is required. This policy will assist both the public and Council staff in ensuring all requests in this area are considered against an agreed set of criteria.

Consideration of existing numbers of plaques and memorials, artworks, fountains and other objects in the vicinity of the proposed new plaque or memorial will be taken into account with each application.

With all issues that involve memorialisation, emotions can play a role. While this policy will provide clear guidelines it is expected that staff will undertake discussions with compassion and, where possible, allow some latitude to accommodate reasonable requests.

## 10. Attachment

- WDC Draft Plaques, Memorials and Monuments Policy 2016

# Draft Plaques, Memorials and Monuments Policy

Policy Owner: Gordon Bailey  
Policy Sponsor: Andrew Corkill  
Approved By:  
Approval Date:  
Resolution Number  
Effective Date  
Next Review Date:

Chief Executive:  
General Manager:

## Introduction

This policy sets a process for the Waikato District Council, (hereafter referred to as “the Council”) and the community to follow when new plaques, memorials and monuments are proposed. The purpose of this policy is to prevent ad hoc, prolific, inappropriate or widely varying placement of plaques, memorials and monuments at public sites in the Waikato District, ( hereafter referred to as “the District”).

This policy covers all plaques and memorials proposed or being placed on land, buildings or property which the Council owns or over which it has control. All such plaques and memorials will be required to conform to this policy.

This policy does not cover signage, interpretative panels, display boards, banners, cemeteries or public artworks.

## Policy Definitions

For the purpose of this policy and procedures, the following definitions will apply:

1. **Plaque:** A flat tablet of metal, stone or other appropriate material which includes text and/or images which commemorate a person or an event and/or provides historical text of information relevant to its location. To be affixed to an object, building or pavement.
2. **Memorial:** An object established in memory of a person or event eg war memorial.
3. **Monument:** A structure created in memory of a person or event or which has become important to a social group as a part of their remembrance of past events eg Huntly Poppet Head.
4. **Object:** An object is small in scale when compared to a structure or building. It is generally moveable. Examples include memorial gates, sculptures and fountains.

5. **Structure:** A structure is a functional construction intended to be used for purposes other than sheltering human activity. Examples include, bridges and gazebos.

### **Guidelines**

1. No new memorial or plaque will be considered that commemorates a person, event or occasion already memorialised unless there are exceptional circumstances.
2. Any proposal for a plaque that incorporates sculptural reliefs or for a memorial or monument that is three dimensional or sculptural or is an artistic work, will be referred to Councils Community Development Officer for consideration with recommendations then put to the appropriate delegated authority for approval.
3. The Council has specified a range of categories for plaques and memorials appropriate to the needs of individuals and organisations (see category 7). No proposals will be considered outside of these categories. Applications can only be made under one category.
4. Subjects for plaques and memorials (Categories 1, 2 and 3) will be limited to the following:
  - An individual or association that has contributed significantly to the District.
  - An individual or association strongly linked to the District and its history.
5. Subjects for Category 4, personalised memorial plaques on a seat, bench or picnic table will be considered by the Council on a case by case basis. Approval is dependent on the suitability of the site for the item of furniture and whether there is a genuine need for it as determined by the Council. If an application for a personal memorial is declined, the Council's decision is final. Subjects will be limited to:
  - Individuals who have lived in or have a special association with the District.
6. All materials used for plaques, memorials and monuments should have a minimum service life of 50 years as detailed in Section 2, NZS 4242:1995. Headstone & Cemetery Monuments.
7. Any plaque, memorial or monument approved by and placed in the district should be deemed to be owned and under the unconditional control and management of the Council.

### **Categories**

#### **Category 1: Commemorative Trees with Plaques**

This category is reserved for commemoration of dignitaries, civic and historic occasions. Commemorative trees, native or exotic must be consistent with Council's District Tree Policy to be planted in any of the District parks or gardens and placed in a grassed location.

Once planted, commemorative trees become a Council asset and are maintained to the Council standards. As with all Council managed trees, plantings need to be appropriate to the site and area, and maintenance must be according to best arboriculture practice. If due to unforeseen circumstances a tree must be removed, it may not be replaced.

- For commemorative trees the metal plaque to be set at the base of the tree on a concrete plinth.

### **Design Specification**

- Brass or bronze plaque on concrete or stone plinth.
- Maximum size 300mm x 200mm (w x h).

### **Category 2: Metal Plaques**

To signify or commemorate a historic or civic occupation or to provide minor interpretative material relevant to a nearby building, artwork or historic feature or site. Such plaques will not be permitted as private memorials for individuals or families.

- Plaques for artwork will be referred to Council's Community Development Officer as a component of the artwork with their recommendations then referred to the appropriate delegated authority for consideration. Plaques for artwork are used to list artist, title, date of installation of artwork and interpretative information and are installed for every new Council commissioned artwork in a public place. The plaque shape and material should be in keeping with the artwork.
- Any new applications for plaques with historical significance received by the Council are referred to the local relevant Historical Society or Heritage New Zealand for verification.

### **Design Specification (excluding plaques for artwork)**

- Maximum size 300mm x 200mm (w x h).
- Plaque to be brass, bronze or stainless steel to ensure durability.
- Small oval brass plaques have been used across the district to identify sites/features of historic interest. Where appropriate this style of plaque will continue to be used however historic plaques will not be limited to this design.

### **Category 3: Ornamental Feature, Fountain, or Sculptural Memorials**

Council is open to discussion of unique and substantial memorials. A written proposal should be made to the appropriate delegated authority outlining the desired outcome and budget available. These applications will be considered on a case by case basis.

### **Category 4: Personalised Memorial Plaques on Seats, Benches or Picnic Tables**

This memorial is a small commemorative metal plaque for groups or individuals, to be attached to a park seat or bench. The location of the seat or bench is at the discretion of



the Council (refer to section 5). Once installed, memorial furniture becomes a Council asset which will be maintained to Council standards for a period of at least five years. After this time removal of the asset is at Council's discretion. If due to unforeseen circumstances a seat or bench must be removed, consideration will be given to relocating to a nearby site if practical.

### Design Specification

- Small rectangular brass plaque – maximum size 80mm x 150mm (h x w).
- Installation to be on the back rest of the seat or bench.

### Locations

Applicants should nominate a preferred site (general location for the placement of the plaque, memorial or monument. Only sites that have relevance to the person, group or even being commemorated should be nominated.

It should be noted that Cemeteries are **not** included in this policy.

Approval for a particular site will only be granted if consistent with the Council's Reserve Management Plan for that site, and the proposed plaque, memorial or monument being relevant to the site. Consideration of existing numbers of plaques and memorials, artworks, fountains and other objects in the vicinity of the proposed new plaque or memorial will be taken into account with each application. The appropriate delegated authority has final approval of appropriate site/s and will determine the exact location of any plaque or memorial.

The plaque or memorial shall be located at the designated site until such time that it cannot be maintained due to natural degradation with the following exceptions:

1. The area in which the item is sited to be redeveloped.
2. The use of the area in which the item is sited changes significantly in character and the item is not deemed suitable for the site.
3. The structure or support on which the item is located is to be removed or permanently altered.

### Wording

- Text should be brief and in language easily understood by the public. It should avoid the use of jargon or acronyms.
- Text should be written following research from a wide range of authoritative sources and where relevant be verified by the Heritage New Zealand.
- A final proof of the plaque/memorial wording must be approved by the applicant prior to production.
- If a graphic image is utilised the amount of text will be reduced.
- Any sponsorship recognition will be through use of approved wording or logo, which will take up no more than 10% of the overall plaque design.
- Applicants are required to cover full costs of items including, seats, benches, trees, plaques, memorials and installation.
- Council will cover ongoing maintenance.

## **Replacements**

Requests will be considered to replace existing plaques or memorials which have been damaged or otherwise degraded or require alterations, however replacements will need to conform to current design specifications and guidelines. Replacement costs will be the responsibility of the applicant unless the appropriate delegated authority decides it is appropriate for Council to fund the replacement. (Historical plaques or memorials which are part of the Council's collection will be appropriately maintained/replaced by the Council).

All metal plaques are at risk of theft due to their scrap value and must be securely attached to solid objects such as buildings, rocks or pavement.

## **Applications**

1. Applications will be made in writing in the first instance to Waikato District Council, Private Bag 544, Ngaruawahia 3742.
2. Applications should include all relevant details including proposed category of plaque or memorial, proposed site or location, proposed text or images to be included and any other pertinent information.
3. Decision will be confirmed in writing to the applicant.
4. The applicant must meet all costs associated with design, manufacture and installation of the plaque, memorial or monument. In some instances a contribution toward maintenance may also be a condition of approval.
5. Payment for approved plaques and memorials will need to be made in full prior to ordering.
6. The Council will manage the design, manufacture and installation of the plaque/memorial as specified.
7. No application will be considered outside this process.

## **Implementation**

1. Written application with appropriate information received.
2. If necessary the application will be referred to the appropriate delegated authority.
3. Application approved/declined and applicant notified accordingly.
4. If successful, applicant to pay full cost before the application is processed further.
5. On receipt of payment the Council will order artwork design for plaques to ensure uniformity.
6. On receipt of full payment the Council will order associated tree or bench or organise installation of plaque/memorial/monument.

## **Review**

This policy will be reviewed five years after its adoption.

# Plaques, Memorial and Monuments Application Form



Please complete this form after having read the Plaques, Memorial and Monuments Policy at [www.waikatodistrict.govt.nz](http://www.waikatodistrict.govt.nz)

Please email the completed form to [publicenquiries@waikato.govt.nz](mailto:publicenquiries@waikato.govt.nz) or post to Plaques, Memorial and Monuments application, Private Bag 544 Ngaruawahia 3742

Applicant	
Name	
Telephone number	
Email address	
Address	
Have you read the Plaques, Memorial and Monuments Policy? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Applicant's signature (if posted)	Date
Reason for memorialisation (include connection with community etc)	
Proposed text: Include graphics, logos etc. (Use a separate page if necessary)	



### ***Open Meeting***

<b>To</b>	Ngaruawahia Community Board
<b>From</b>	TG Whittaker General Manager Strategy & Support
<b>Date</b>	11 March 2016
<b>Prepared By</b>	RJ Gray Council Support Manager
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	1473783
<b>Report Title</b>	<b>Community Board Vacancy</b>

## **1. Executive Summary**

Following the resignation of Marae Tukere, an elected member of the Ngaruawahia Community Board, an extraordinary vacancy has occurred. Under section 117 of the Local Electoral Act (LEA) 2002, if a vacancy occurs 12 months or prior to the next election the Council or Community Board must decide if they wish to:

- a) Appoint someone who is qualified to be an elected member; or
- b) Leave the position vacant until the next election.

The Board is being asked to decide which option it prefers regarding the extraordinary vacancy.

## **2. Recommendation**

**THAT the report of the General Manager Strategy & Support – Community Board Vacancy - be received;**

**AND THAT the Ngaruawahia Community Board:**

- a) **Approves the filling of the extraordinary vacancy and appoints ..... to the position of Board member for the remainder of the 2013-2016 Triennium; or**
- b) **Leaves the position vacant until the next election in October 2016.**

## **3. Background**

Under Section 5(1) (a) Schedule 7 of the Local Government Act (LGA) 2002 an extraordinary vacancy is created if a member resigns. The LEA 2001 is the legislation which provides for options to manage that vacancy.

## 4. Considerations

As the vacancy has occurred less than 12 months before a triennial election a by-election is not able to be used to fill the position. However, under LEA section 117(3) the Board must determine by resolution if the vacancy will be filled or not. Filling the vacancy is achieved by the Board appointing someone who is qualified to do it, that is: the person must be a NZ citizen over 18 years of age and enrolled on the Parliamentary roll as an elector. If the Board decides to leave the vacancy unfilled it must pass a resolution to that effect and publicly advertise its decision.

If the Board decides to appoint someone to the vacancy there are a number of steps to be undertaken, they include:

- The Board passes a resolution at this meeting, naming the qualified person in its resolution.
- A public notice is placed in local newspapers stating the Board's decision and the criteria for making the appointment.
- Within 30 days of the public notice the Board must hold an additional meeting confirming the appointment through another resolution. At this meeting the appointee could make their declaration of office and proceed to act as a full member of the Board.

If for any reason the appointee cannot be confirmed in the position then a further vacancy occurs (section 118(4)).

It is important to note that after the Tuesday 10 May 2016 meeting the Board has a further three scheduled meetings before the end of the Triennium.

### 5.1 Financial

There are no financial implications.

### 5.2 Legal

There are no additional legal considerations.

## 6. Consultation

The following stakeholders have been consulted:

Planned	In Progress	Complete	
N/A			Internal
		√	Ngaruawahia Community board
N/A			Waikato-Tainui/Local iwi
N/A			Households
N/A			Business
N/A			Other Please Specify

The Board's decision will be publicly notified.

## **7. Conclusion**

The Board is empowered, under clause 117 of the LEA 2001, to make a decision about the extraordinary vacancy that has occurred as a result of Marae Tukere's resignation. The Board is being asked to decide whether or not the vacancy should be filled.

### Open Meeting

<b>To</b>	Ngaruawahia Community Board
<b>From</b>	TG Whittaker General Manager Strategy & Support
<b>Date</b>	26 April 2016
<b>Prepared by</b>	S Monrad Corporate Planner
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	I503607
<b>Report Title</b>	Annual Plan 2016/17

## I. EXECUTIVE SUMMARY

Every three years Waikato District Council produces a Long Term Plan (LTP). An annual plan is then produced in the two years between each LTP and outlines what we intend to achieve in each of those financial years, how much it will cost, and how it will be funded (including the setting of rates).

Although nothing has significantly changed from what was planned in Year 2 of the LTP 2015-2025 and there is no legislative requirement for Council to be undertaking community consultation or holding hearings on the Annual Plan 2016/2017, we will still talk to you about what we have planned for 2016/2017.

Council has recently sent a flyer to all ratepayers in the Ngaruawahia ward outlining the annual plan process. Council also be attended the Ngaruawahia Market day on 2 April to engage with the community around the content of that flyer (attachment 1) and the ward map which identifies what projects are planned (attachment 2).

Communication was sent to the Community Board in December 2015 indicating that if community groups intend to seek funding for community projects or events from Council, the information about the various funding sources available can be found on the community funding page of Council's website: [www.waikatodistrict.govt.nz/funding](http://www.waikatodistrict.govt.nz/funding).

## 2. RECOMMENDATION

**THAT the report from the General Manager Strategy & Support - Annual Plan 2016/17 - be received.**

## 3. ATTACHMENTS

Attachment 1: Flyer which accompanied the rates notice

Attachment 2: Ngaruawahia Ward map showing projects to be delivered in 2016/17.



# ANNUAL PLAN 2016-2017: NO SURPRISES

## THIS YEAR WE'RE DOING THINGS A BIT DIFFERENT



Every three years Waikato District Council produces a Long Term Plan. An Annual Plan is then produced in the two years between each Long Term Plan and outlines what we intend to achieve in each of those financial years, how much it will cost, and how it will be funded (including the setting of rates).

Since we've recently talked to you about what you want in your district as part of the Long Term Plan consultation process in 2015 (and because **nothing has changed**) we won't be undertaking community consultation or holding hearings on the Annual Plan – but we will still be out talking to you about what's happening.

- The projects that the community agreed on as part of our Long Term Plan haven't changed.
- We'll still prepare an Annual Plan but we won't be preparing a consultation document. This allows us to focus on those Long Term Plan projects.
- We'll still be engaging with you on relevant projects. This allows us to have better, localised engagement with communities that are affected.
- If you're intending to seek funding for community projects or events from council, you'll find information about the various sources available on the community funding page of our website: [www.waikatodistrict.govt.nz/funding](http://www.waikatodistrict.govt.nz/funding)

### Whats the impact on your rates?

You can check out our rates calculator on our website [www.waikatodistrict.govt.nz/annualplan](http://www.waikatodistrict.govt.nz/annualplan)



**TURN OVER  
TO SEE WHAT  
PROJECTS ARE  
PLANNED IN  
YOUR AREA**



[www.waikatodistrict.govt.nz](http://www.waikatodistrict.govt.nz)



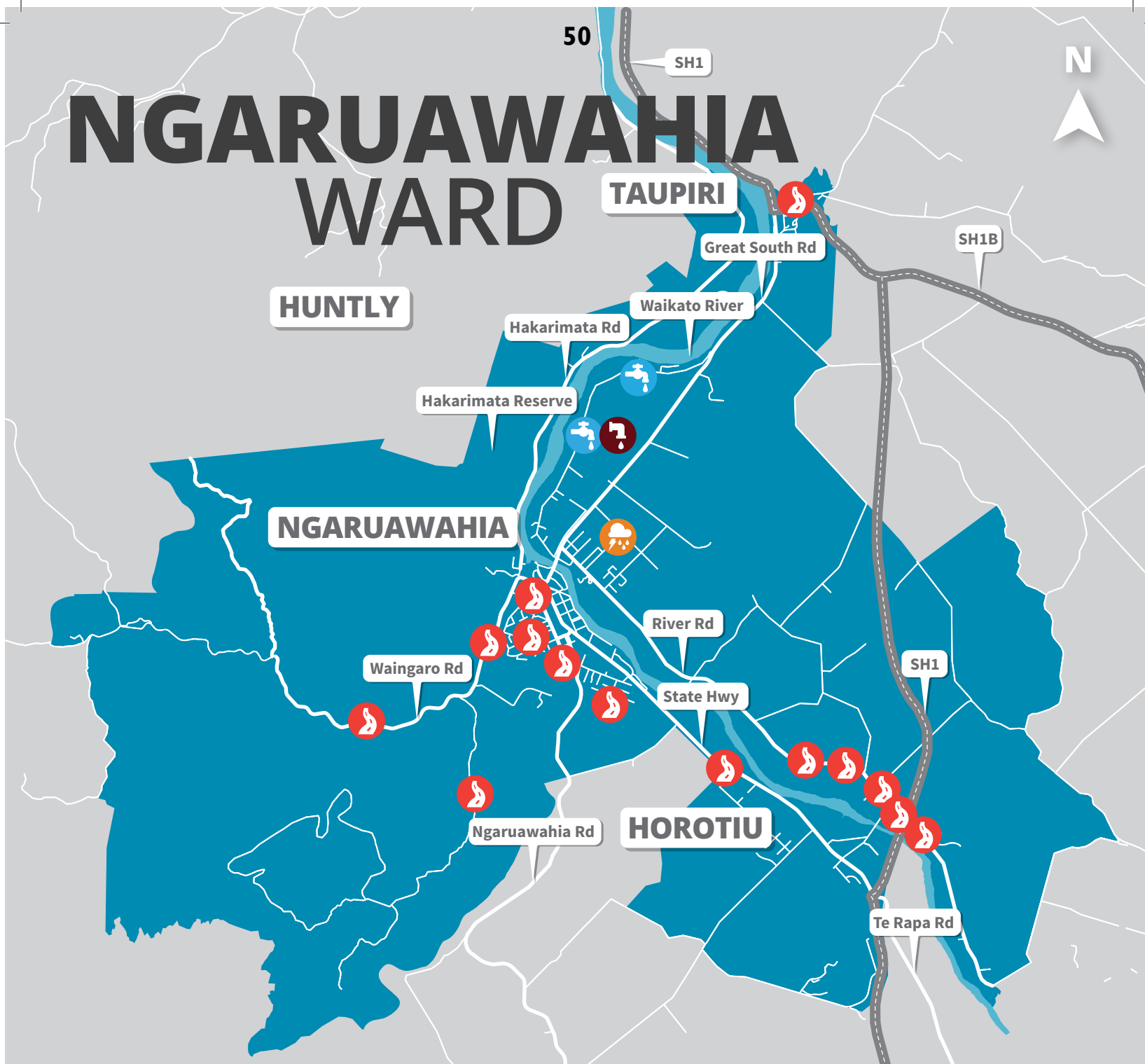
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[consult@waidc.govt.nz](mailto:consult@waidc.govt.nz)

**Waikato**  
  
**DISTRICT COUNCIL**  
Te Kaunihera aa Takiwaa o Waikato

# NGARUAWAHIA WARD



## KEY



Storm Water



Water Supply



Roading



Waste Water

## KEY NGARUAWAHIA PROJECTS FOR 2016/17

This map indicates some of the key projects that will be happening in your area in 2016/17.

These include:

- 13km of road resurfacing
- \$75,000 of lighting improvements.

For specific information about what's happening in your area, please see our Long Term Plan.  
You'll find this on our website: [www.waikatodistrict.govt.nz/annualplan](http://www.waikatodistrict.govt.nz/annualplan)

# ANNUAL PLAN 2016/17

## WE ARE DOING THINGS A BIT DIFFERENT THIS YEAR

Every three years Council produces a Long Term Plan. An Annual Plan is then produced in the two years between each Long Term Plan and outlines what we intend to achieve in each of those financial years, how much it will cost, and how it will be funded (including the setting of rates).

Since we've recently talked to you about what you want in your district as part of the Long Term Plan consultation process in 2015 – and because nothing has changed – we won't be undertaking community consultation or holding hearings on the Annual Plan but we will still be out talking to you about what's happening.

- The projects that the community agreed on as part of our Long Term Plan haven't changed.
- We'll still prepare an Annual Plan but not a consultation document for efficiency to allow us to focus on those LTP projects.
- We'll still be engaging with you on relevant projects. This allows us to have better, localised engagement with communities that are affected by any projects.
- If you are intending to seek funding for community projects or events from Council, we'd like to ensure you're aware of the various options available. Information about the various sources are available on the community funding page of our website: [www.waikatodistrict.govt.nz/funding](http://www.waikatodistrict.govt.nz/funding)

### Whats the impact on your rates?

You can check out our rates calculator on our website [www.waikatodistrict.govt.nz/annualplan](http://www.waikatodistrict.govt.nz/annualplan)



### How do I find out what projects are planned in my area in the next 12 months?

Visit our Annual Plan page  
[www.waikatodistrict.govt.nz/annualplan](http://www.waikatodistrict.govt.nz/annualplan)

### STAY UPDATED:



[www.waikatodistrict.govt.nz](http://www.waikatodistrict.govt.nz)



[www.facebook.com/waikatodistrictcouncil](https://www.facebook.com/waikatodistrictcouncil)



[consult@waicd.govt.nz](mailto:consult@waicd.govt.nz)

### **Open Meeting**

<b>To</b>	Ngaruawahia Community Board
<b>From</b>	R MacCulloch Acting General Manager Customer Support
<b>Date</b>	1 May 2016
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	I506750
<b>Report Title</b>	Ngaruawahia Works and Issues Report

## **1. EXECUTIVE SUMMARY**

To update the Community Board on issues arising from the previous meeting and on contracts and projects underway in Ngaruawahia.

## **2. RECOMMENDATION**

**THAT the report from the General Manager Customer Support be received.**

## **3. ATTACHMENTS**

	Issue	Area	Action
1	Waipa River track – partially cleared but requires further work. Will it be on a regular maintenance schedule?	Service Delivery	This track is now on regular maintenance and has been cleared; spraying is due by end of April. Work on upgrading a number of the structures and bridges along the tracks length will commence in May through June.
2	Ngaruawahia old dump site – is the landfill after care management plan now adopted? The Community Board would like to plan to develop the site and is waiting to get the 'green light'.	Service Delivery	The aftercare management plan although not adopted will not overly change now through the resource consent process and hence planning can start on developing the site  If development desired then first step would be for Board to engage a qualified landscape architect to develop potential plan for the site based on aftercare plan.
3	Brownlee Ave Public Toilet	Service Delivery	Schick Construction have been awarded the contract with works to commence on 2 May



### Open Meeting

<b>To</b>	Ngaruawahia Community Board
<b>From</b>	R MacCulloch Acting General Manager Customer Support
<b>Date</b>	1 May 2016
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	1506733
<b>Report Title</b>	Ngaruawahia Community Board Resolution/Action Register

## 1. EXECUTIVE SUMMARY

To update the Ngaruawahia Community Board Resolution/Action Register.

## 2. RECOMMENDATION

**THAT** the report of the **General Manager Customer Support** be received;

**AND THAT** the following items be added to the Register;

**AND FURTHER THAT** the following items be deleted from the Register:

## 3. ATTACHMENTS

Project		Action required	Refer to	Up-dated	Action
1	Ngaruawahia: A New Era/To The Point – The Development of a Community Plan [NCB02/41/2]	Ngaruawahia: A New Era/To The Point – The Development of these Community Plans are an ongoing projects	S&S	1 Nov 2014	The plan was reviewed in 2009. It is being used to inform the Ngaruawahia Structure Plan process.
2	Beautifying the Riverbank [NCB03/23/10]	Ngaruawahia Community Plan 'Clean up the river and riverbanks'. Planting on River Road side.	SD	1 Dec 2015	As part of Joint Management Agreement 5 year commemorations, arrangements have been made to plant the river bank site around the Old Flour Mill in May 2016. The area has been cleared and sprayed for weeds. This is a joint Waikato-Tainui and Waikato District Council project.



Project		Action required	Refer to	Updated	Action
3	Green Belt [NCB1304/06/6]	Investigate proposed green belt around township.	S&S	1 May 2016	<i>The Ngaruawahia Structure Plan provides a basis to ensure that the growth and development of the town proceeds in a sustainable manner within the town's urban limit boundary. Open spaces outside of the urban limit will continue to be protected or managed in a sustainable manner as per the rules in the District Plan. There is no need for a 'green belt' per se. Outstanding natural features and landscapes (such as the Hakarimata) are protected through the Landscape Policy Area in the District Plan.</i>
4	Centennial Park toilet [NCB1302/06/8]	Installation of toilet	SD	1 August 2015	<i>Councils Toilet Strategy shows 2019/20 the year when budget allocation for Centennial Park Toilet will be provided</i>
5	Hakarimata Walkway and area development	It was suggested that a workshop could be arranged to discuss the management of the Hakarimata Range with DOC, Waikato Tainui and Waikato District Council. Council will co-ordinate this.	SD	1 May 2015	<i>Funding applications are being pursued by Community Board working group for planting and Waharoa at the entrance of the stairway.</i>
5b	Wedding Quarry	Wedding Quarry – over spraying of the quarry appears to be causing erosion and is visually unpleasant, is there anything that can be done about this?	CS	1 August 2015	<i>Council is unable to undertake any formal action for activity. There is no breach of the District Plan. We understand that it is for weed control purposes and is authorised by Waikato Regional Council. Slip noted and followed up via Works and Issues report.</i>
6	Heritage Walkway [NCB1304/06/6]	Investigate the possibility of connecting the heritage walkway with the Te Awa Cycleway. Final plan to go to Community Board, with signage example.	SD	1 Feb 2015	<i>The section from Ngaruawahia to the southern end of the golf course will be complete by August. The bridge and remaining section should be complete by June 2016 dependant on the funding shortfall being met.</i>
7	Beach area on Waipa River in relation to launching canoes particularly for the Waipa School	A beach area on Waipa river is suggested to enable Waipa Primary students access to the river for waka-ama and other water sports.	S&S	1 May 2016	<i>Advice received from Te Awa Project Manager that the beach area developed alongside Te Awa was approximately \$112k, including the path, but excluding all sand and aggregate, which was donated.</i>

Project		Action required	Refer to	Updated	Action
8	Adult fitness centre	The adult fitness centre would install fitness equipment on the petanque court at the Point to encourage adults to exercise as part of the cycle way and the Hakarimata stairs.	SD	1 May 2016	<i>Funding applications pending to the Community Wellbeing trust following strong community support for the proposal. Discussion with Council regarding location needs to occur.</i>
9	Old dump site development	The beautification of the old dump site to enable recreational enjoyment and to comply with the landfill aftercare management plan.	SD	1 May 2016	