

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 8 AUGUST 2017** commencing at **6.15pm**.

Note: A public forum will be held at 5.45pm prior to the commencement of the meeting

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

Mr M Ryan (Ultrafast Broadband) will be in attendance to discuss item 5.1. Ms K Cousins (Marketing Officer) will be in attendance to discuss item 5.2.

3. DISCLOSURES OF INTEREST

4. CONFIRMATION OF MINUTES

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5.12 Councillors' Report

Verbal

5.13 Community Board Members' Report

Verbal

GJ Ion

CHIEF EXECUTIVE

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Open Meeting

To	Ngaruawahia Community Board
From	Gavin Ion Chief Executive
Date	15 June 2017
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	Gov0508
Report Title	Confirmation of Minutes

I. EXECUTIVE SUMMARY

To confirm the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 13 June 2017.

2. RECOMMENDATION

THAT the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 13 June 2017 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

NCB Minutes

MINUTES of a meeting of the Ngaruawahia Community Board held in the Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 13 JUNE 2017** commencing at **6.15pm**

Present:

Ms R Kirkwood (Chair)
 Cr E Patterson
 Mrs W Diamond
 Ms K Morgan
 Mrs J Stevens

Attending:

Mrs A Parquist (Acting General Manager Customer Support)
 Mrs W Wright (Committee Secretary)
 Mrs L van den Bemd (Community Development Advisor)
 Ms K Whittle (Consultant)
 Master W Eriepa (Youth Representative)
 Members of Staff
 14 Members of the public

The Chair opened the meeting with a karakia.

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Ms Kirkwood/Ms Morgan)

THAT an apology be received from and leave of absence granted to Cr Gibb, Mr Whetu and Mr Sherson.

CARRIED on the voices

NCBI706/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Ms Kirkwood/Cr Patterson)

THAT the agenda for a meeting of the Ngaruawahia Community Board held on Tuesday 13 June 2017 be confirmed and all items therein be considered in open meeting;

AND THAT the following item be discussed at an appropriate time during the course of the meeting;

- **Speed Bylaw Review 2017**

AND FURTHER THAT the Board resolves that item 5.4 [*Request to Utilise the Ngaruawahia Memorial Hall*] be withdrawn from the agenda;

AND FURTHER THAT all reports be received;

AND FURTHER THAT Wirihana Eriepa be given speaking rights for the duration of this meeting.

CARRIED on the voices

NCBI706/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Ms Kirkwood/Ms Stevens)

THAT the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 9 May 2017 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

NCBI706/03

REPORTS

Youth Action Group's Quarterly Report
Agenda Item 5.1

The Youth Representative gave a verbal report and answered questions from the Board.

The Point Reserve Management Plan
Agenda Item 5.2

The report was received [*NCBI 706/02 refers*] and discussion was held.

Wastewater Education Campaign
Agenda Item 5.3

The Consultant gave a powerpoint presentation and answered questions from the Board.

The report was received [*NCBI 706/02 refers*] and discussion was held.

Speed Limit Bylaw
Add.Item

The Acting General Manager Customer Support gave an overview of this item and explained that Ngaruawahia would not get impacted this year.

Request to Utilise the Ngaruawahia Memorial Hall
Agenda Item 5.4

This item was withdrawn.

Discretionary Fund Report to 30 May 2017
Agenda Item 5.5

Resolved: (Mrs Diamond/Cr Patterson)

THAT the remaining commitment for General Signage (\$7,762.06) be returned to the Discretionary Fund pool.

CARRIED on the voices

NCBI706/04

Project Accountability Forms
Agenda Item 5.6

Resolved: (Cr Patterson/Ms Morgan)

THAT the Board notes that the following amounts have been spent:

Ngaruawahia High School	Electronic board	\$5,000.00
Ngaruawahia Community House	Picnic at the Point	\$2,695.60
Ngaruawahia Community House	Christmas on Jesmond Street	\$4,964.50
Horotiu Playcentre	Rebarking of playground	\$1,449.25

CARRIED on the voices

NCBI706/05

Ngaruawahia Works and Issues Report
Agenda Item 5.7

Resolved: (Mrs Diamond/Ms Stevens)

THAT the following item be added to the Works & Issues Report:

The Japanese Maple trees that are to be replanted during the winter (May to August 2017) be moved to an acceptable alternative site.

CARRIED on the voices

NCBI706/06

Ngaruawahia Community Board Resolution/Action Register
Agenda Item 5.8

The report was received [NCBI 706/02 refers] and discussion was held.

Public Forum
Agenda Item 5.9

The following items were discussed at the public forum:

- The Ngaruawahia Community Equestrian Centre's president and secretary wish to thank the Board for their support during their application for tender for the Waipaa Reserve property.
- The ratepayer community wishes to advise that they are not happy with the recent wastewater vote that will result in another increase of living costs to pensioners
- The Japanese maple trees are still there. What are the next steps?
- Inorganics pick up dates are not being honoured by Council. This causes increases in uncontrolled rubbish and unnecessary extra work
- Can Council help with the Hakarimata tracks that got closed by DOC by getting onto the areas that need fixing sooner?
- Lights in certain areas of town are not working; service requests will get lodged by the Acting General Manager Customer Support
- The pedestrian crossing in front of the Bakehouse is not lit enough for pedestrians to cross safely at night
- Continued danger in Waingaro Road for children/people crossing due to the 50 km sign that was shifted
- Council was thanked for repairing the railway crossing by Ellery Road

Chairperson's Report
Agenda Item 5.10

The report was received [NCBI 706/02 refers] and discussion was held.

The Board wished to have it noted that they thought the Chair put forward an excellent submission to the Annual Plan on their behalf and that they would like to acknowledge their appreciation of his time and efforts in doing so.

Further discussion is to be held around the current Community Plan at a workshop.

Councillors' Report
Agenda Item 5.11

Cr Patterson gave a verbal overview on current Council issues.

Community Board Members' Report
Agenda Item 5.12

Members provided a verbal report on the following issue:

- The frustration of representing Council to the community when the communication is not coming through to the Board Members to enable them to execute their function/roles effectively.
Is there a way of looking at doing this better?

There being no further business the meeting was declared closed at 7.54pm.

Minutes approved and confirmed this day of 2017.

The Chair closed with karakia.

J Whetu

CHAIRPERSON

Minutes 2017/NCB/170613 NCB Minutes

Open Meeting

To	Ngaruawahia Community Board
From	Tony Whittaker General Manager Strategy & Support
Date	03 July 2017
Prepared by	Karen Cousins Marketing Officer, Open Waikato
Chief Executive Approved	Y
Reference #	GOV0508 / 1775977
Report Title	Ultrafast Fibre Rollout for Ngaruawahia

I. EXECUTIVE SUMMARY

In January 2017, Crown Fibre Holdings announced eight Waikato district towns would receive the UFB2 expansion rollout. Waikato District Council has committed \$100,000 to the Digital Enablement Plan to assist the rollout and uptake of fibre. Ultrafast Fibre has been awarded the contract to complete the following local towns: Huntly, Ngaruawahia, Raglan. The other five towns in our district (Whatawhata, Horotiu, Tuakau, Te Kauwhata, Taupiri) will be completed by Chorus.

The purpose of this report is for Mike Ryan, Stakeholder Strategy Manager for Ultrafast Fibre to attend and give a verbal update on the progress of fibre broadband rollout for Ngaruawahia, including coverage maps and timeframes.

2. RECOMMENDATION

THAT the report from the General Manager Strategy & Support be received.

3. ATTACHMENTS

NIL

Open Meeting

To	Ngaruawahia Community Board
From	Tony Whittaker General Manager Strategy & Support
Date	27 July 2017
Prepared by	Karen Cousins Marketing Officer – Open Waikato
Chief Executive Approved	Y
Reference #	GOV0508 / 1775919
Report Title	Town Promotion Update from Open Waikato

I. EXECUTIVE SUMMARY

Staff will be in attendance to provide a verbal update on the Town Promotion project for Open Waikato.

2. RECOMMENDATION

THAT the report from the **General Manager Strategy and Support** be received.

3. ATTACHMENTS

NIL

Open Meeting

To	Ngaruawahia Community Board
From	Tony Whittaker General Manager Strategy & Support
Date	18 July 2017
Prepared by	Shannon Kelly Youth Engagement Advisor
Chief Executive Approved	Y
Reference #	GOV0508 / 1776147
Report Title	Youth Engagement Update August 2017

1. EXECUTIVE SUMMARY

The purpose of this report is to provide the Ngaruawahia Community Board with the Ngaruawahia Youth Action Group's Quarterly verbal report to be presented by Wirihana Eriepa, and an update from Council's Youth Engagement Advisor, Shannon Kelly, about the Govern Up project.

2. RECOMMENDATION

THAT the report from the General Manager Strategy & Support be received.

AND THAT if there are any issues identified in the Youth Engagement Update that the Board wishes to progress, that these be added to the Board's Works and Issues report so that progress on implementation can be monitored.

3. GOVERN UP –YOUTH DEVELOPMENT PROGRAMME

The Govern Up programme was successful in Ngaruawahia, as has been the case in many other areas of the Waikato District.

The Ngaruawahia Youth Action group, Embrace the Future, ran a fantastic event called "Embrace the Future Youth Health Expo" on Friday, 23 June 2017. The event was supported by Radio Tainui, Ngaruawahia Community House and the Waikato District Council. The event was attended by stallholders from Nga Tu Tangata, WINTEC, Family Planning, Whai Marama Youth Services, Waikato District Health Board Suicide Prevention / Mental Health Services, Te Ahurei a Rangatahi, and Youth INtact. More than \$450 worth of prizes were distributed over the day. Ten young people volunteered for the event and approximately 300 young people attended. The event was strongly supported by Kiri Morgan, Anne Ramsey and Youth Engagement Advisor Shannon Kelly, however real

credit is due to the whole Ngaruawahia Youth Action Group for their strong decision making skills and leadership ability.

This Govern Up project gained a lot of social media and a good reputation for the Ngaruawahia Youth Action Group across our district. Reporting to the Ministry of Youth Development in July 2017 regarding the entire Govern Up project is attached for your information.

A collection of photos and videos from the Ngaruawahia event is appended to this report.

Youth representative, Wirihana Eriepa will speak to the event and present the Ngaruawahia Youth Action group report verbally.

4. ATTACHMENTS

Attachment 1: Report to the Ministry of Youth Development in July 2017 (via participant online survey)

Attachment 2: Selection of photos and social media posts for the Govern Up project in Ngaruawahia (<https://www.facebook.com/youthETF/>)

ATTACHMENT I

Response to Ministry of Youth Development Participant report online survey

10 July 2017

Retrieved from Quarterly Youth Service Provider Report – 2016 / 2017

Introduction

As part of your contract with the Ministry of Youth Development you are required to complete and submit this report on a quarterly basis. This will allow us to:

- monitor the number of opportunities being offered and delivered to young people in your area,
- estimate the percentage of young people interacting with these services that are from a disadvantaged background,
- understand any changes being made to the services that you deliver, and
- obtain some examples of success stories through narrative reporting.
- monitor the extent to which your programmes and opportunities are improving the capability and resilience of young people,
- monitor how satisfied the young people are with the service that they are receiving, and
- gain some narrative reports from young people about their experiences.

...

Which period are you reporting on?

1 April 2017 to 30 June 2017 (Quarter 4)

4. **Please record the total number of unique individual young people that you have worked with during this quarter:**

92 in the programme – 566 young people attended events run by young people

5. **And now please record the total number of unique individual young people you have worked with since 1 July 2016:**

120

8. Please provide an explanation of any differences (if any) between the volumes contracted and the volumes delivered:

We originally planned to have at least 60 young people from towns in our Waikato District to participate in the Govern Up project, but we had 92 young people join up, and approximately 566 young people engaged in the activities created by youth. This was because they were interested and engaged at a level that allowed them to fully participate. Once young people got comfortable planning their projects, a roll on effect occurred where the project teams told their friends and their friends and other interested young people wanted to join in. As a result we had approximately 92 young people involved in the planning and volunteering of eight events. At each event we had a total tally of approximately 566 young people from our district being involved, engaged or participating in the events.

9. Please provide details of 3 successes of your activities:

Project one: Onewhero Planting day:

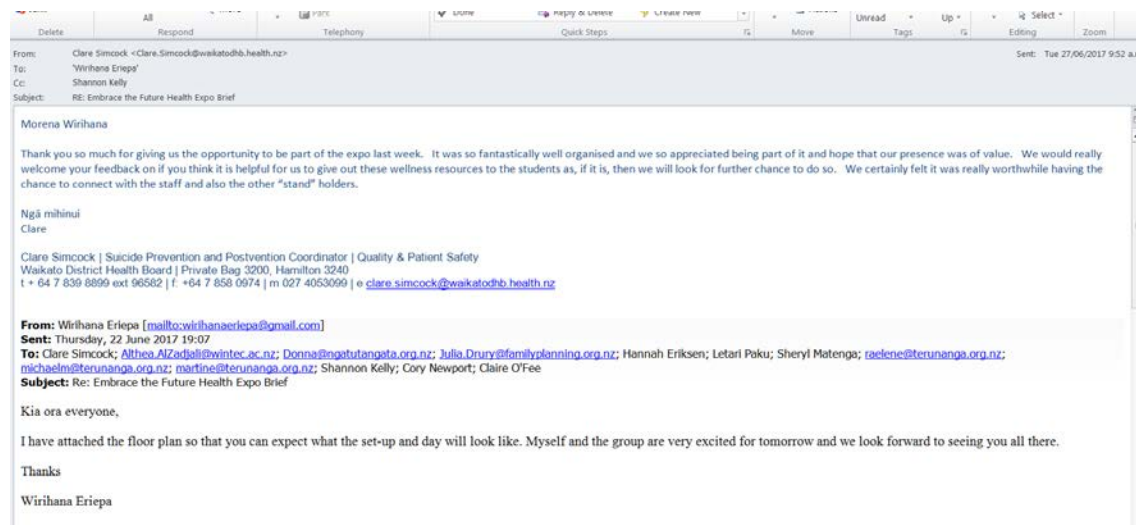
3 details of success:

- The Onewhero Youth Action group planned and coordinated every part of the project including the marketing, advertising and distribution of 50 trees;

- The reasoning for gifting trees was empowering; the Onewhero Youth Action group wanted young people in Onewhero to have access to fresh fruit in their community.
- The planning and promotion of the event was well received and the media picked up on their work (as advertised in online at <http://www.scoop.co.nz/stories/AK1705/S00662/waikato-district-youth-group-projects-celebrated.htm>)
- The team had a fantastic day and the event was a huge success with all 50 trees going to families in the Onewhero, Port Waikato, Tuakau areas. When the group started there was a line of people waiting to sign up and most of the trees were gifted before 9am in the morning.
- By gifting these trees, young people were able to contribute to food security and healthy eating options in the community.
- All of the youth action group were introduced to the workings of the Onewhero-Tuakau Community Board and now have a formal place as youth rep on the community board. They are invited on a monthly basis and receive a rewards voucher to attend the community board as the youth rep for their community.
- From this event, the youth group has identified another community need (the defunct BMX track) they would like to get involved in. The youth group is in talks with local organisers to determine what they would like to see at the BMX track and how to get involved.

Project Two: Ngaruawahia Embrace the Future Youth Health Expo

- The group planned every item and worked in collaboration with youth health providers from in and around Ngaruawahia to support local youth in the town
- More than 280 young people from Ngaruawahia High School participated in the Youth Health Expo (80 x senior students, 120 x year 10's and 120 x year 9 students per period)
- Each student had a list of things they needed to find out from the stalls and would go in the draw to win a bunch of prizes – as a result of them filling out the each of the students learnt about the various services available to them in their community and got to engage with a range of people who could support them in their health and wellbeing. The group also got to give away over \$500 in prizes.
- More than 15 stall holders attended the Youth Health Expo. Community groups came together to support the youth group and feedback was positive. We received many emails about the event, and have attached one below.



- One of the leaders of the Ngaruawahia Youth Action Group has been participating as the Youth rep on the Ngaruawahia Community Board for the year. He has been a valuable contribution to the community board and is mentored by the local ward Councillor and the Chairman of the Community Board.

Programme 3: Te Kauwhata Wacky Hair Disco

- Over 110 young people attended the TK Wacky Hair disco; of which more than 25 were youth volunteers. The event was designed for young people between 5-13 years of age.
- The event was planned and coordinated solely by the Te Kauwhata Youth Action Group, led by Te Kauwhata youth leader who is aged 16.
- The youth leader was on the radio to promote her event (Free FM) which led to her developing her confidence and public speaking skills
- The youth leader was then nominated as the youth rep for the Te Kauwhata community committee and regularly updates the community committee about the needs of the young people in the Te Kauwhata Community. She is strongly supported by the Chair and the Youth Mentor of the Community Committee.
- From her involvement in the Govern Up programme, the leader has put herself and the youth group forward to organise the local skate park opening which is coming up shortly, and has decided to go to tertiary education a year early to kick start her career and make a difference in her community.

Programme 4: CreativeCon event

- The CreativeCon event was the first event that most of the Huntly youth action group had ever run before. The event was designed to have a dance battle, poetry slam, creative workshops, battle of the bands and a graffiti competition.
- It was the first time that young people had an opportunity to MC an event, and they did a wonderful job
- The promotion was well received on Facebook and Event Finder – members of the public attended and were supportive of the groups accomplishments.
- Young people came out of their communities and participated - one young person overcame her shyness to create a spoken word and speak it on the day.
- Most of the young people involved in this project came from a disadvantaged background with low socio-economic status. Of the 25 young people who organised the event, approximately 20 of them were from disadvantaged backgrounds.

Programme 5: Raglan basketball and BBQ Youth Comp

- The Raglan youth group wanted to have resources that were accessible to the youth in Raglan. They highlighted that for many young people they were transient (i.e, they were always outdoors, at the beaches etc). They wanted to have a travelling BBQ that would allow them to set up and run activities anywhere in the Raglan area, and so purchased a movable Basketball hoop, balls, and a transportable BBQ.
- More than 40 young people were involved in the decision making process to purchase a BBQ and basketball gear for the community. We will send the video link to the MYD email address to accompany this.

Programme 6: The Tuakau Youth Action Group Great Tree Run

- The Tree Run had involved a huge number of volunteers who have registered with the school.
- Free fruit trees were advertised by the youth action group and interested parties were invited to ring the school and leave their names and details. The youth group coordinated the addresses and the volunteers and arranged for the volunteers to pick up trees from the school and take them out and plant at the homes of the interested parties.

- The youth mentor and local ward councillor have been involved in mentoring and guiding the group in many aspects of project management and event management.
- The event was organised solely by the Youth Action Group, with support of adults and community groups.
- Teams such as the Tuakau Rugby 1st 15 were involved in the tree planting and distribution, as well as students from Tuakau College.
- Tree planting took place in both Tuakau and Pokeno.
- All of the young people involved in this project whakapapa back to Tuakau/ Pokeno area.

Programme 7: Taupiri Youth Group Community Planting Day

- The Taupiri Youth Group decided to hold a community planting day to improve the tracks that had fallen into disrepair on Taupiri Mountain
- Over 40 young people from low socio-economic backgrounds came together to plan and organise a huge community planting day on the mountain for their community. All of the young people come from the area and are passionate about the wellbeing of the mountain.
- More than 150 member's people from the community signed up to attend.
- The Taupiri Youth Group sought support from a range of people including private land owners, Waikato District Council, Waikato Tainui, community groups, Taupiri Community Board and local businesses
- The leader of the group, Sharnay Cocup, is the Waikato District Councils youngest elected community board member, and a national youth award winner.

Programme 8: Tamahere Youth Council tree planting with Tamahere School

- One insightful young person had collaborated with ex school friends from Tamahere to deliver a tree planting programme at their old school, Tamahere Primary School, and plant a whole lot of fruit trees along the border of the school.
- The intention behind the tree planting was to allow young people who had been members of the school to give back to the community that had looked after them as young people.
- The youth council works with the local ward councillor, ex councillors and other community leaders to make the right connections, select and purchase trees and plan, discuss and decide on appropriate planting areas in the community.

Programme 9: Govern Up mentoring:

- This programme allowed me to meet with young people across the district and empower them to create wonderful projects for the community.
- I was able to collaborate and become a co-operative component for young people to become leaders.
- Young people and local councillors and community board members across the district proactively developed meaningful safe relationships with young people in their towns and young people have developed positively from these interactions and support.
- As a result of these young people stepping up into leadership and mentoring roles, other adults in the community have seen the great work youth are doing and have stepped up to support the work they are trying to achieve.
- Leaders in Meremere and Tamahere now want to participate as a youth rep on the community board or committee for their town as well.
- These activities have helped enhance the logistical and organisational capabilities of young people involved in Govern Up.

- The project allowed local governing bodies (i.e. community boards and community committees) to develop more engaging and meaningful relationships with local youth action groups.
10. Please provide details of 2 things that you would like to improve on:
- Increasing the length of the programme from 6 months to a year.
 - Having more time to increase further collaboration between the local groups and other youth groups for extra support, networking and growth.
11. Please describe how the young people (or agencies) benefited from the services you were contracted to deliver and provide two examples of success stories (see guidance notes below):
- 50 families in the Onewhero community have fruit trees, and eventually free fruit for young people and families to eat.
 - 300 students in Ngaruawahia had a unique opportunity to develop networks and relationships with key youth health providers in their community.
 - 25 young people in Huntly had the opportunity to develop the first CreativeCon event, an event that will continue to be held with community support
 - Young people in Raglan now have the opportunity to use basketball and BBQ resources that are readily accessible for their active youth community
 - Three young people involved in Govern Up were selected for the Rewi Alley Scholarship and are travelling to China in July.
 - As a result of participating in the project one young person has decided to start tertiary education a year early and strive for her dreams to help her community.
 - Four of the youth leaders in separate Govern Up projects have been invited to sit on a range of governance committees, including a forum for the Waikato District Health Board, a local youth advisory panel, a community facilities advisory panel and a youth suicide advisory group.
 - Young people in the Govern Up project have now gone on to other leadership roles in other areas. Ngaruawahia, Huntly, Te Kauwhata, Tuakau and Onewhero all have a youth leader from Govern Up who is now on the Community Board or community Committee in their towns.
12. Please describe what trends, issues and/or impacts have been identified for the young people (or agencies) that influence the outcomes:
- Trends:**
- Project development, leadership development and mentoring opportunities were taken up by young people who were interested in developing themselves as leaders, but many were unable to participate from the beginning to the end of the project. For many students they started on the initial concepts and then were unable to come to other planning sessions. For many students, once the initial planning was done, other young people jumped on and participated where they could. We found it extremely important to allow young people to participate as they were able, rather than in a prescribed set format, which didn't work.
 - Many of our young people were impacted by many things, including time constraints due to school, work, family, or extra-curricular studies. Some of our students left school or the town, were expelled or had serious family issues that took precedence.
 - We found that young people worked better when highlighting the positive aspects of the work they had created rather than coming from a need to fix.
 - We found that making sure young people had food at the planning meetings allowed them to connect through food and networking, and was a regular incentive for young people to participate. This was highlighted as a benefit of coming to the planning sessions.

- Things that impacted projects were: school holidays, exams, school assignments, other leadership opportunities.
- Projects were influenced by the strength of the relationship that youth mentors and community board/ committee members were able to develop with the youth group and the young people. If a youth group had an unfamiliar relationship with a mentor or ward councillor, the project was powerfully influenced by this.
- From this project we could see that the stronger a relationship the young people had with their adult support structures, the better the project turned out. I.e in Te Kauwhata the Disco had over 100 young people attend, and the Chairperson and youth mentor were both heavily involved in supporting the youth leader in this project. We can directly correlate the amount of support given to each group with the number and level of attendance in youth.
- In most instances, concerns or problems were resolved by positive emphasis and encouragement. For example, at one stage, the Ngaruawahia Group wanted to pull out. By strongly encouraging them and telling them that they were doing a wonderful job and giving them a reality check of positive things that they had accomplished allowed them to get back on track and keep going. As a result over 300 young people attended and the event left a lasting impression on services and young people across the town.
- Adults changed their perceptions positively about young people in their towns, and young people became empowered as a result of running fantastic programmes.

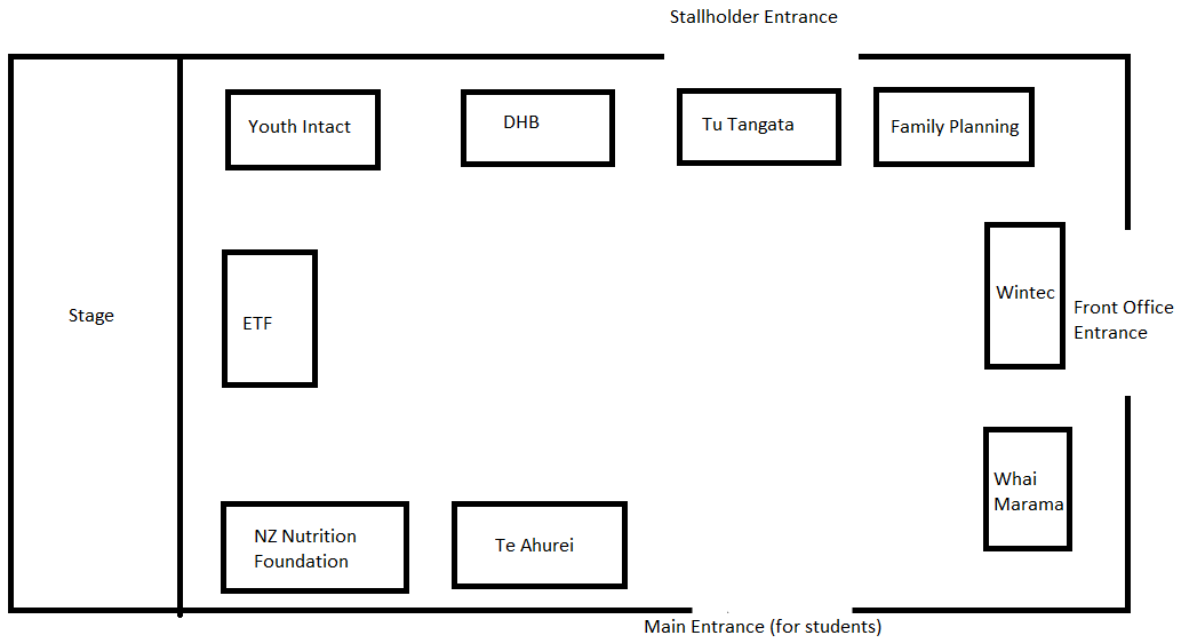
ATTACHMENT 2: Selection of photos and social media posts for the Govern Up Project in Ngaruawahia (<https://www.facebook.com/youthETF/>)



Shannon Wirihana and Corey buying prizes for event



Wirihana, Taylah and Corey with major prizes for Health Expo



The floor plan for the event – designed by Embrace the Future

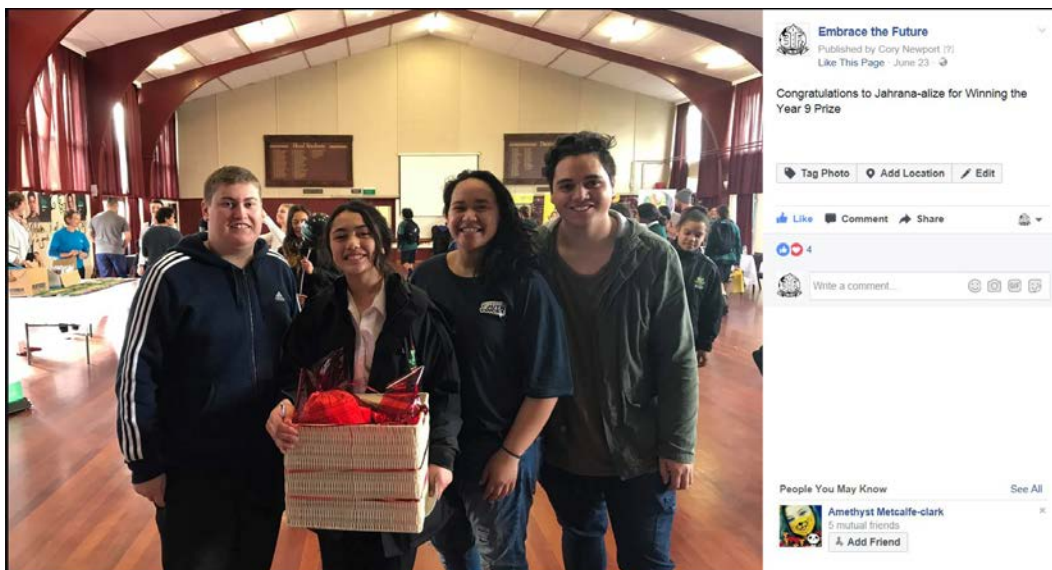
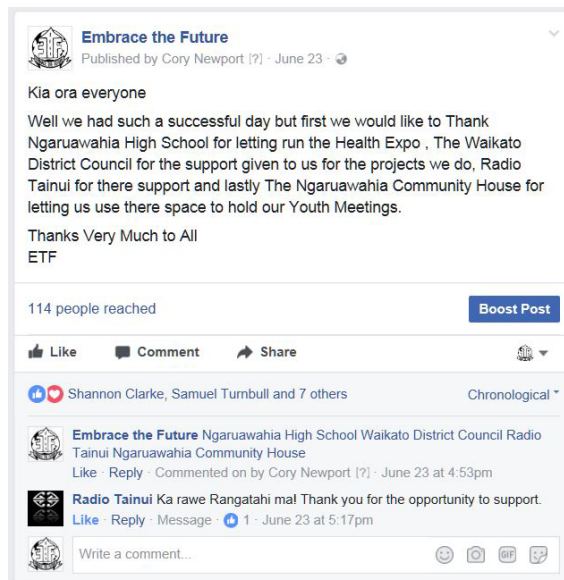


The Whai Marama Youth Services crew with Shannon Kelly



Embrace the Future with the Senior student's prize winner





Open Meeting

To	Ngaruawahia Community Board
From	Tony Whittaker General Manager Strategy & Support
Date	27 July 2017
Prepared by	Julienne Calambuhay Management Accountant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0508 / 1775204
Report Title	Discretionary Fund Report to 30 June 2017

1. EXECUTIVE SUMMARY

To update the Board on the Discretionary Fund Report to 30 June 2017.

2. RECOMMENDATION

THAT the report from the **General Manager Strategy & Support** be received.

3. ATTACHMENTS

Discretionary Fund Report to 30 June 2017

NGARUAWAHIA COMMUNITY BOARD DISCRETIONARY FUND 2016/2017

	GL	1.205.1704
2016/17 Annual Plan		20,999.00
Carry forward from 2015/16		51,473.00
Total Funding		72,472.00
Expenditure		
16-Jun-16 Turangawaewae Rugby League Sport & Cultural Club - cost of replacing the clubroom electrical switch		5,625.00
30-Jun-16 Fiberglass Developments Ltd - Mini Waka and freight charges		685.53
30-Aug-16 Ngaruawahia RSA Memorial Club Inc. - upgrading damaged window frames		1,462.39
14-Sep-16 Refreshments for end of triennium		140.17
18-Nov-16 Ngaruawahia Community House Inc. - Picnic at the Point event		2,695.60
18-Nov-16 Ngaruawahia Community House Inc. - Christmas on Jesmond Street event		4,964.51
19-Nov-16 Horotiu Playcentre - rebarking of playground		1,449.25
29-Nov-16 Haakarimata Walkway entrance - NZ Sign Co. - Hakaarimata Range Waka Signage		5,011.75
30-Nov-16 Haakarimata Walkway entrance - BCD Group Ltd - Inv 16-0569/1005285		1,675.00
07-Dec-16 Haakarimata Walkway entrance - WDC Land use consent processing LUC0015/17		1,883.69
07-Dec-16 Haakarimata Walkway entrance - BCD Group Ltd - Inv 16-0569/1004180		3,667.50
07-Dec-16 Haakarimata Walkway entrance - BCD Group Ltd		292.50
14-Dec-16 Ngaruawahia High School - new electronic notice board		5,000.00
17-May-17 Ngaruawahia Lions Club - recognition of service for ANZAC Day 2017		300.00
17-May-17 Ngaruawahia Lions Club - Hiring of public system for ANZAC Day 2017		130.00
25-May-17 Ngaruawahia Community Board - Table fee		10.00
30-Jun-17 Ngaruawahia Community House Inc. - room rental 12/07/2016		40.00
Total Expenditure		35,032.89
Income		
Total Income		-
Net Expenditure		35,032.89
Net Funding Remaining (Excluding commitments)		37,439.11
Commitments		
Workshop costs/room		100.00
Information signage boards		5,000.00
10-Nov-15 Commitments for the following projects (Resolution NCB 1511/06/2)		
Workshop Expenses		300.00
Adult playground fitness proposal		10,000.00
14-Jun-16 Te Mana o Te Rangi Reserve		8,000.00
14-Mar-17 Accommodation, travel & associated costs for 1 delegate to NZCB Conference in Methven (NCB1703/04/5)	to be confirmed	
09-May-17 Table fee for tea and coffee per meeting (NCB1705/04/2) - ongoing		10.00
Total Commitments		23,410.00
Net Funding Remaining (Including commitments) as of 30 June 2017		14,029.11

Open Meeting

To	Ngaruawahia Community Board
From	Angela Parquist Acting General Manager Customer Support
Date	1 August 2017
Chief Executive Approved	Y
DWS Document Set #	GOV0508
Report Title	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	Patterson Park netball courts – the courts have been resealed but the surface is not level, as they are used by four netball clubs this needs to be addressed prior to the winter. The work has been completed and the issue of an un-level surface remains.	Service Delivery	Original topography survey of the netball courts (which design was based on) showed a number of height inconsistencies between 10mm and 50mm over the area of the court. The surface was uneven and there was no level fall over the length of the court. The original court surface had large depressions where water would pond. Now the courts are designed and constructed to have a 0.5% grade to allow water to run off. This has improved the surface of the courts and reduced the amount of ponding significantly.
2	Light on the cross at the top of the water reservoir on the Hakarimata walkway is not working. A service request has been lodged by Pastor David Wells.	Service Delivery	The cross is not a Council asset, however staff are happy to work with the Community Board if there is a desire to keep operational, however external funding will need to be

			<p>sourced.</p> <p>Councillor Patterson has gained further insight into the history of the cross and also discussed with Tim Harty.</p>
3	Patterson Park toilets – the funding from the Patterson Park toilet upgrade was transferred to the Hakarimata toilets by Council resolution – will the Patterson Park toilet upgrade be reinstated through the next LTP?	Service Delivery	A condition assessment undertaken identified that there were no issues with the Patterson Park toilets. These toilets are not included for replacement in the Long Term Plan.
4	Concerns about the Squash Club, Rowing Club & Dog Sheds – conditions, appearance & upkeep. The NCB are asking for the details of the lease conditions and arrangements in place.	Service Delivery	The Point is currently undergoing a draft management plan process where all leases are being considered, and during this process all expired and current leases will look to be aligned. This will include the way that repairs and maintenance are carried out for those buildings that Council own (the kennel club) and those that we do not (the squash and rowing clubs). In the meantime, the property maintenance team will review the buildings with a view to determining what, if anything, requires immediate attention while the management plan process continues.

Open Meeting

To	Ngaruawahia Community Board
From	S O’Gorman General Manager Customer Support
Date	1 August 2017
Chief Executive Approved	Y
DWS Document Set #	Gov0508
Report Title	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	<i>The plan was reviewed in 2009. It is being used to inform the Ngaruawahia Structure Plan process.</i>
2	Beautifying the Riverbank [NCB03/23/10]	Ngaruawahia Community Plan ‘Clean up the river and riverbanks’. Planting on River Road side.	SD	1 June 2017	<i>This work has been completed.</i>
3	Green Belt [NCB1304/06/6]	Investigate proposed green belt around township.	S&S	1 June 2017	<i>A green belt is an area of open land around a city or town on which building is restricted. Rules in the District Plan</i>

Project		Action required	Refer to	Up-dated	Action
					<i>help ensure that fragmentation of the rural land around Ngaruawahia township is avoided, thus providing a rural interface at the town's northern entrance that supports this green belt concept. District plan rules ensure residential growth occurs within defined zones.</i>
4	Centennial Park toilet [NCB/302/06/8]	Installation of toilet	SD	1 May 2017	A report is being presented to the NCB on placement of this facility.
5	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 [NCB/304/06/6]	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 June 2017	<i>Jennifer Palmer advises the funding and design are finalised for the bridge connection with construction over the summer period. The completion date for the bridge is 28 August 2017.</i>
7	A pontoon on Waipa River in relation to launching canoes particularly for the Waipa School	A pontoon on Waipa river is suggested to enable Waipa Primary students and the wider community access to the river for waka-ama and other water sports.	NCB	1 May 2017	<i>This project is currently not funded in the LTP and therefore the Community Board will either need to apply for funding at the next LTP (2018) or lead and fund the project as a Board initiative.</i>
8	Adult fitness trail	The adult fitness trail would install fitness equipment on a suitable site to encourage adults to exercise as part of the cycle way and the Hakarimata stairs.	SD	1 June 2017	<i>\$10K granted from the Community Wellbeing Trust. Awaiting further funding and council advice on suitable sites. The Te Awa cycleway is recommended by parks and facilities as a suitable site for the proposed fitness trail. Wendy Diamond provided update at NCB workshop. 13/06/2017 - \$40K received from Wel Energy.</i>
9	Te Mana o Te Rangi Reserve development	The beautification of the old dump site to	SD	16 March	<i>Board have been through consultation and will put project forward as LTP item.</i>

Project		Action required	Refer to	Up-dated	Action
		enable recreational enjoyment and to comply with the landfill aftercare management plan.		2017	
10	The Point – photo frame	The Youth Action Group is investigating the opportunity to erect a giant photo frame at The Point.	S&S	9 May 2017	<p><i>Embrace the Future (ETF) have made contact with WDC Iwi Liaison to ensure that ETF are not crossing any cultural and sacred boundaries. Are awaiting response. ETF have approved initial design for community consultation and have engaged with Community Development Coordinator to initiate the Placemaking process for this.</i></p> <p><i>9/05/2017 – Youth Action Group advise the project is on hold until further notice.</i></p> <p><i>13/06/2017 - The Community Board continue to support and encourage the Youth Group to move this forward.</i></p>

Open Meeting

To	Ngaruawahia Community Board
From	Angela Parquist Acting General Manager Customer Support
Date	1 August 2017
Prepared by	Kelly Newell
Chief Executive Approved	Y
Reference #	GOV0508
Report Title	Ngaruawahia Community Response Plan

1. EXECUTIVE SUMMARY

This report is to notify Ngaruawahia Community Board that a Community Response Plan has been commenced for the Ngaruawahia area.

2. RECOMMENDATION

THAT the report from the General Manager Customer Support be received;

AND THAT representation by the Board to the Ngaruawahia community response plan is determined as required.

3. BACKGROUND

The objective of the community response plan is to ensure people are self-sufficient for the first 72 hours of an emergency and provide Waikato District Council with a key point of contact in the event of a disaster.

The plan ensures that your community's basic safety and needs are well planned for the event of an emergency. These include shelter, food, medical care and sanitation.

The plan describes:

- The key hazards and likely impacts to the community,
- How the community intends to self-activate and respond to the initial stages of a large scale emergency,
- The goals that the community has identified they would like to achieve in the initial stages of a large scale emergency,
- The resource (physical assets and people) that the community has available,
- Potential vulnerabilities within the community,
- Information on what actions the public need to take to help themselves and others,
- A work plan for the future, including the actions to be completed in the year before the next review of the plan.

The plan is under development by the Ngaruawahia Community Response Group. The representatives of the Community Response Group are:

1. Patricia Pere-Douglas
2. Jack Ayers
3. Ybo Deboer

The group is seeking further membership to ensure that they have the capacity for the development of the plan and to act during a response. The group is also seeking support from the Ngaruawahia Community Board in promotion and championing the group.

The group and development of the plan is supported by the Waikato District Council CDEM Coordinator. The Group will work closely with the Waikato District Council Emergency Operations Centre in an emergency and provide support across the Ngaruawahia area.

Open Meeting

To	Ngaruawahia Community Board
From	Tony Whittaker General Manager Strategy & Support
Date	27 July 2017
Prepared by	Sharlene Jenkins PA to General Manager Strategy & Support
Chief Executive Approved	Y
Reference #	GOV0508 / 1776056
Report Title	Year to Date Service Request Report

I. EXECUTIVE SUMMARY

To update the Board on the Year to Date Service Request Report for Ngaruawahia.

2. RECOMMENDATION

THAT the report from the **General Manager Strategy & Support** be received.

3. ATTACHMENTS

Year to Date Service Request Report for Ngaruawahia

33

Service Request Time Frames By Ward for

NGA

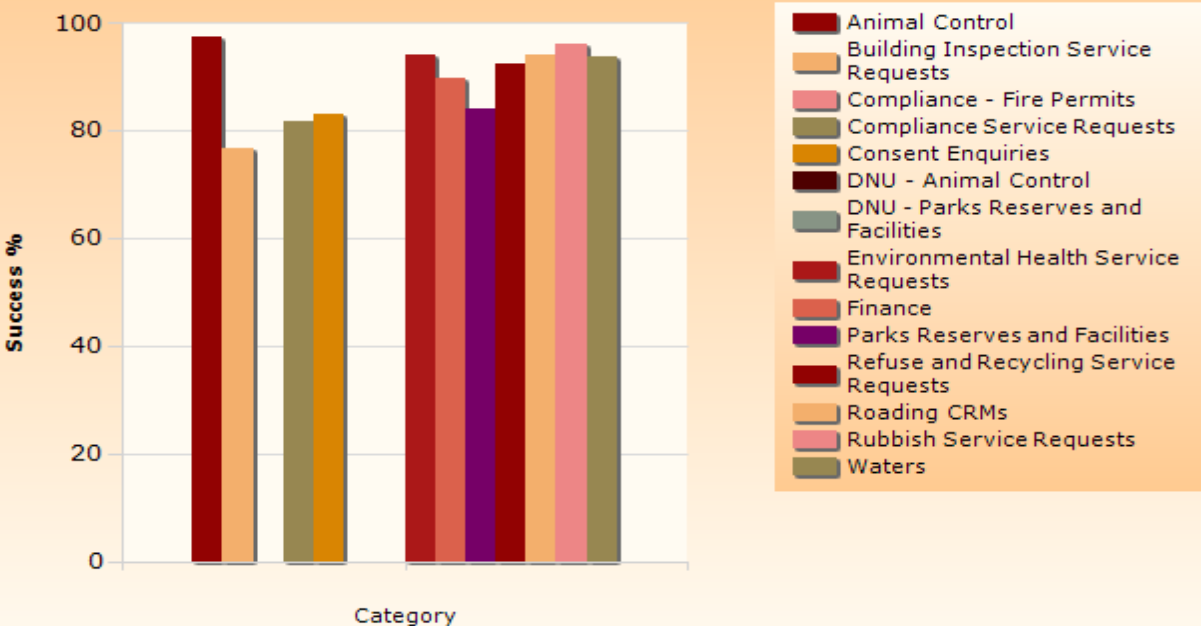
Date Range: 01/07/2016 to 30/06/2017



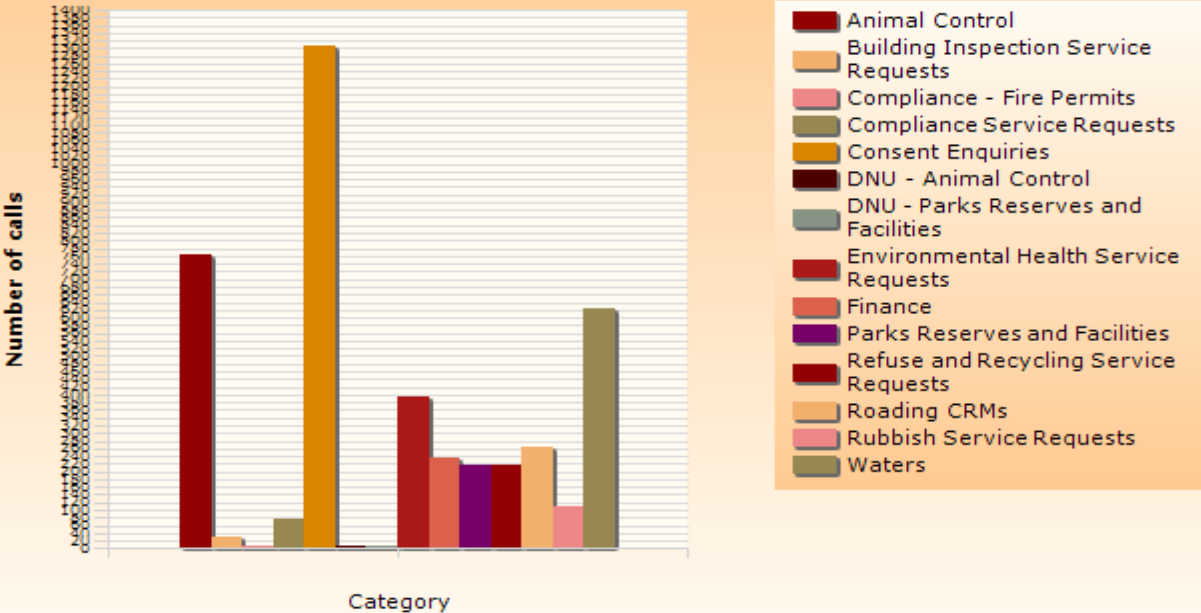
The success rate excludes Open Calls as outcome is not yet known.

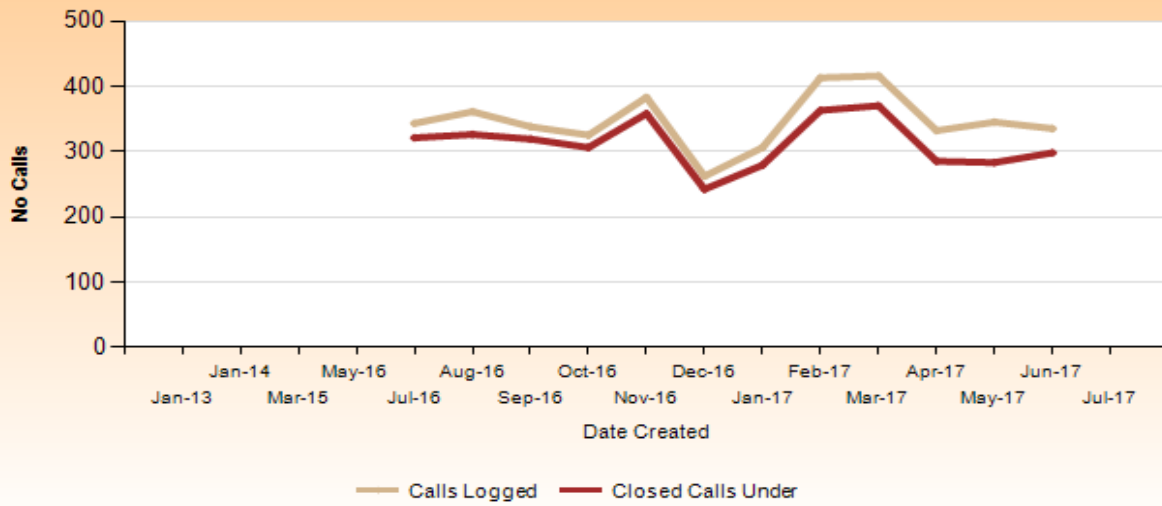
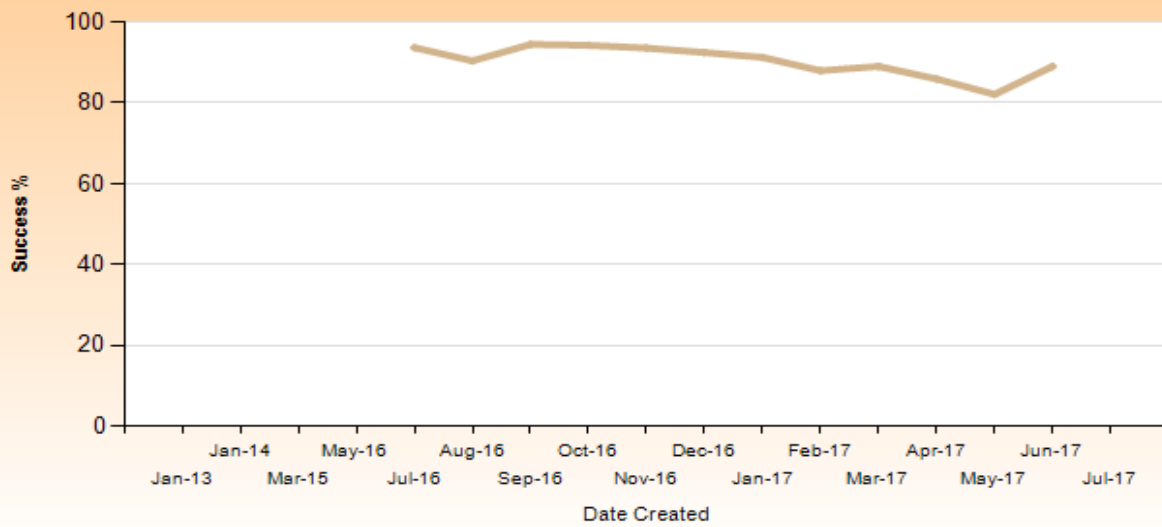
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Call Completion % Success by Type



Number of Calls logged by Type



Volume of Calls Closed vs Calls Closed in Time**Completion Success per month**

			Open		Closed		
Closed Calls are those calls logged during the time period that are now closed.	Open Calls are all the calls open for the ward and may have been logged at any time.	Number of Calls	Open Calls Over	Open Calls Under	Closed Calls Over	Closed Calls Under	Success Rate
Animal Control							
	Summary	763	3	7	18	735	97.61%
	Animal Charges	203	1		5	197	97.52%
	Dog / Cat Trap Required	3				3	100.00%
	Dog Control Assist Police	1				1	100.00%
	Dog Property Visit	134	1	1	3	129	97.73%
	Dog Straying - Current	147	1		5	141	96.58%
	Dog Straying - Historic	33			1	32	96.97%
	Dog Surrender	23				23	100.00%
	Dog Welfare - Not immediate threat to life	17				17	100.00%
	Dog/Animal Missing	67		1		66	100.00%
	Dogs Aggression - Current	24			2	22	91.67%
	Dogs Aggression - Historic	24			1	23	95.83%
	Dogs Barking Nuisance	62		5	1	56	98.25%
	Livestock Trespassing - Current	24				24	100.00%
	Livestock Trespassing - Historic	1				1	100.00%
Building Inspection Service Requests							
	Summary	29		3	6	20	76.92%
	Building Inspection Service Requests	29		3	6	20	76.92%
Compliance - Fire Permits							
	Summary	1		1			NaN
	Existing resource consents	1		1			NaN
Compliance Service Requests							
	Summary	79	1	1	14	63	81.82%
	Compliance - Animal By Law	15			2	13	86.67%
	Compliance - Environmental Spill	2				2	100.00%
	Compliance - Unauthorised Activity	44	1	1	1	41	97.62%
	Compliance - Urban Fire Hazard (Dry conds only)	6			6		0.00%
Consent Enquiries	Illegal parking	12			5	7	58.33%
	Summary	1307	1	8	218	1080	83.20%
	Land Hazard Enquiries	3				3	100.00%
	Onsite Services	92			22	70	76.09%
	Planning Process	117			16	101	86.32%
	Property Information Request	280		3	2	275	99.28%
DNU - Animal Control	Zoning and District Plan Enquiries	815	1	5	178	631	78.00%
	Summary	1	1				NaN
	Dog straying	1	1				NaN
DNU - Parks Reserves and Facilities							
	Summary	1	1				NaN
	Trimming of vegetation - Urban	1	1				NaN

Environmental Health Service Requests							
	Summary	394		2	23	369	94.13%
	Environmental Health Complaint	37		2	4	31	88.57%
	Noise Complaint - Environmental Health	18				18	100.00%
	Noise complaints straight to contractor	339			19	320	94.40%
Finance							
	Summary	234			24	210	89.74%
	Rates query	234			24	210	89.74%
Parks Reserves and Facilities							
	Summary	215	2	1	34	178	83.96%
	Parks & Reserves - Beach Issues	1				1	100.00%
	Parks & Reserves - Boat Ramp and Jetty issues	2	1			1	100.00%
	Parks & Reserves - Buildings	57			13	44	77.19%
	Parks & Reserves - Council owned land	4				4	100.00%
	Parks & Reserves - Graffiti	7			1	6	85.71%
	Parks & Reserves - Non-urgent Public Toilet Issues	6			2	4	66.67%
	Parks & Reserves - Park Furniture	4	1		1	2	66.67%
	Parks & Reserves - Reserve Issues	121		1	9	111	92.50%
	Parks & Reserves - Reserves Event Bookings	1				1	100.00%
	Parks & Reserves - Urgent Public Toilet Issues	11			7	4	36.36%
	Parks & Reserves-Council owned buildings on reserv	1			1		0.00%
	Summary	218		2	16	200	92.59%
Refuse and Recycling Service Requests	New collections	3				3	100.00%
	Recycling Not Collected	29			1	28	96.55%
	Refuse - Non-Collection	95		1	1	93	98.94%
	Refuse & Recycling Contractor Complaints	16				16	100.00%
	Refuse & Recycling Enquiries	35			9	26	74.29%
	Rubbish bag sticker/tag orders - internal use only	31		1	4	26	86.67%
	Rubbish bags put out with no payment sticker	9			1	8	88.89%
	Summary	266	1	26	14	225	94.14%
Roading CRMs	Boundary fences on roads - permanent & temporary	1				1	100.00%
	Bridge Maintenance Non-Urgent	1				1	100.00%
	Emergency Events - 1 Hr Response	5				5	100.00%
	Footpath Maintenance - Non_Urgent	8		1		7	100.00%
	New Vehicle Entrance Request	28		1		27	100.00%
	Passenger Transport (incl Bus Shelters)	1			1		0.00%
	Request 4 new street light path sign etc	16		1	2	13	86.67%
	Road Culvert Maintenance	33		5	1	27	96.43%
	Road Marking Sign & Barrier Maint Marker Posts	7				7	100.00%
	Road Safety Issue Enquiries	15		3		12	100.00%

	Roading Work Assessment Required - OnSite 5WD	50		12	1	37	97.37%
	Routine Roding Work Direct to Contractor 5WD Comp	19	1		5	13	72.22%
	Street Light Maintenance	34				34	100.00%
	Urgent - Footpath Maintenance	6				6	100.00%
	Urgent Roding Work 4Hr Response	19			2	17	89.47%
	Vegetation Maintenance	23		3	2	18	90.00%
Rubbish Service Requests							
	Summary	109	1	1	4	103	96.26%
	Abandoned Vehicle	15		1		14	100.00%
	Illegal Rubbish Dumping	94	1		4	89	95.70%
Waters							
	Summary	624	2	17	38	567	93.72%
	3 Waters Enquiry	138	1	1	15	121	88.97%
	3 Waters Safety Complaint - Non Urgent	10				10	100.00%
	3 Waters Safety Complaint - Urgent	6	1		3	2	40.00%
	Drinking water billing	31				31	100.00%
	Drinking Water Final Meter Read	72		10	2	60	96.77%
	Drinking Water Major Leak	21			2	19	90.48%
	Drinking Water minor leak	100			2	98	98.00%
	Drinking Water quality	8				8	100.00%
	Drinking Water Quantity/Pressure	8				8	100.00%
	Fix Water Toby	30			1	29	96.67%
	New Drinking Storm Waste water connections	22				22	100.00%
	No Drinking Water	18				18	100.00%
	Stormwater Blocked pipe	5		1	2	2	50.00%
	Stormwater Open Drains	7		2	1	4	80.00%
	Stormwater Property Flooding	17		3		14	100.00%
	Stormwater Property Flooding Urgent	4			3	1	25.00%
	Wastewater Odour	4				4	100.00%
	Wastewater Overflow or Blocked Pipe	30			4	26	86.67%
	Wastewater Pump Alarm	3				3	100.00%
	Waters Pump Station jobs - only for internal use	90			3	87	96.67%
Total		4241	13	69	409	3750	90.17%

Open Meeting

To	Community Boards
From	Gavin Ion Chief Executive
Date	1 August 2017
Chief Executive Approved	Y
ECM #	GOV0508
Report Title	Code of Conduct

I. EXECUTIVE SUMMARY

To provide an updated draft code of conduct for adoption by Community Boards. This updated code was recently adopted by Council.

2. RECOMMENDATION

THAT the report from the Chief Executive be received;

AND THAT the updated Code of Conduct attached be adopted by the Community Board.

3. BACKGROUND

The Local Government Act 2002 (Schedule 7 clause 15) requires all Councils to put a Code of Conduct in place. This Council has consistently done so since 2002. A copy of an updated Code of Conduct is attached. This was recently adopted by Council and Community Boards are being asked to replace their existing Code of Conduct with this version.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

The Code of Conduct sets out what is expected of elected members and how they should behave in Council situations. There is an expectation that elected members will behave with dignity and respect towards staff, the public, other elected members and other interested parties.

The existing Community Board Code of Conduct was put in place at the commencement of the Council term and is binding on the Community Board and its successors. In general

terms, the Code of Conduct was based on a standard originally developed by Local Government New Zealand, and is largely common sense.

A review of the Code of Conduct has been undertaken based on a new template from Local Government New Zealand. The latest version is easier to read, more modern and generally seems to cover concerns that have been raised about the previous version. In practice, the Code of Conduct may only be amended if there is a 75% majority of the Board supporting the changes.

4.2 OPTIONS

The existing Code of Conduct is valid and could continue. Alternatively, the Board could decide to approve the attached updated version. A third option is for the Board not to have a Code of Conduct at all.

5. CONSIDERATION

5.1 FINANCIAL

There would be a direct cost associated with the appointment of independent investigators as proposed by the updated version of the Code of Conduct. This would however be in place of time and resources used by staff and elected members.

5.2 LEGAL

Council is required to have a Code of Conduct in place as a requirement of the Local Government Act.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

The Code of Conduct deals with how elected members behave and affect others. The Code provides a series of guidelines and procedures to protect affected parties.

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

(Ascertain if the Significance & Engagement Policy is triggered or not and specify the level/s of engagement that will be required as per the table below (refer to the Policy for more detail and an explanation of each level of engagement):

Highest levels of engagement	Inform	Consult	Involve	Collaborate	Empower
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Tick the appropriate box/boxes and specify what it involves by providing a brief explanation of the tools which will be used to engage (refer to the project engagement plan if applicable).</i>	<p>The Code of Conduct was prepared after consideration of best practice.</p> <p>The Code of Conduct governs the behaviour of elected members and the discussion they have on all matters. There is no direct link to any individual community outcome.</p> <p>There is no direct link to one or more of the well-beings.</p> <p>There are no specific Tangata Whenua issues associated with the establishment of a code of conduct.</p>				

State below which external stakeholders have been or will be engaged with:

Planned	In Progress	Complete	
		✓	Internal
	✓		Community Boards/Community Committees
			Waikato-Tainui/Local iwi
			Households
			Business
			Other Please Specify

6. CONCLUSION

The Code of Conduct is considered best practice for community boards and it is proposed to modernise it based on the Local Government New Zealand template released late last year.

The Code of Conduct can only be changed by a vote of more than 75% of the members present.

7. ATTACHMENTS

Code of Conduct

Waikato District Council
DRAFT Code of Conduct

Adopted on the

1. Introduction

The code of Conduct (the Code) sets out the standards of behavior expected from elected members (“members”) in the exercise of their duties. Its purpose is to:

- enhance the effectiveness of the local authority and the provision of good local government for the community and district;
- promote effective decision-making and community engagement;
- enhance the credibility and accountability of the local authority to its communities; and
- develop a culture of mutual trust, respect and tolerance between the members of the local authority and between the members and management.

This purpose is given effect through the values, roles, responsibilities and specific behaviors agreed in the code.

2. Scope

The Code has been adopted in accordance with clause 15(1) of Schedule 7 of the Local Government Act 2002 (LGA 2002) and applies to all members, including the members of any community committees as well as the members of any community boards that have agreed to adopt it. The Code is designed to deal with the behaviour of members towards:

- each other;
- the chief executive and staff;
- the media; and
- the general public.

It is also concerned with the disclosure of information that members receive in their capacity as elected members and information which impacts on the ability of the local authority to give effect to its statutory responsibilities.

The code can only be amended (or substituted by a replacement Code) by a vote of at least 75 per cent of members present at a meeting when amendment to the Code is being considered. The Code should be read in conjunction with the council’s Standing Orders.

3. Values

The Code is designed to give effect to the following values:

1. **Public interest:** members will serve the best interests of the people within their community and district and discharge their duties conscientiously, to the best of their ability.
2. **Public trust:** members, in order to foster community confidence and trust in their Council, will work together constructively and uphold the values of honesty, integrity, accountability and transparency.
3. **Ethical behaviour:** members will not place themselves in situations where their honesty and integrity may be questioned, will not behave improperly and will avoid the appearance of any such behaviour.
4. **Objectivity:** members will make decisions on merit; including appointments, awarding contracts, and recommending individuals for rewards or benefits.
5. **Respect for others:** will treat people, including other members, with respect and courtesy, regardless of their race, age, religion, gender, sexual orientation, or disability. Members will respect the impartiality and integrity of officials.
6. **Duty to uphold the law:** members will comply with all legislative requirements applying to their role, abide by the Code of Conduct, and act in accordance with the trust placed in them by the public.
7. **Equitable contribution:** members will take all reasonable steps to ensure they fulfil the duties and responsibilities of office, including attending meetings and workshops, preparing for meetings, attending civic events, and participating in relevant training seminars.
8. **Leadership:** members will actively promote and support these principles and ensure they are reflected in the way in which the Council operates, including a regular review and assessment of the Council's collective performance.

These values complement, and work in conjunction with, the principles of s14 of the LGA 2002 and the governance principles of s39 of the LGA 2002.

4. Role and responsibilities

Good governance requires clarity of roles and respect between those charged with responsibility for the leadership of the council and those responsible for advice and the implementation of council decisions. The key roles are:

4.1 Members

The role of the governing body includes:

- representing the interests of the people of the community and district;
- developing and adopting plans, policies and budgets;
- monitoring the performance of the council against stated goals and objectives set out in its long term plan;
- providing prudent stewardship of the council's resources;
- employing and monitoring the performance of the chief executive; and
- ensuring the council fulfils its responsibilities to be a 'good employer' and meets the requirements of the Health and Safety at Work Act 2015.

4.2 Chief executive

The role of the chief executive includes:

- implementing the decisions of the council;
- ensuring that all responsibilities delegated to the chief executive are properly performed or exercised;
- ensuring the effective and efficient management of the activities of the local authority;
- maintaining systems to enable effective planning and accurate reporting of the financial and service performance of the local authority;
- providing leadership for the staff of the council; and
- employing staff on behalf of the council (including negotiation of the terms of employment for those staff).

Under s42 of the LGA 2002 the chief executive is the only person *directly* employed by the council itself. All concerns about the performance of an individual member of staff must, in the first instance, be referred to the chief executive.

5. Relationships

This section of the Code sets out agreed standards of behaviour between members; members and staff; and members and the public.

5.1 Relationships between members

Given the importance of relationships to the effective performance of the council, members will conduct their dealings with each other in a manner that:

- maintains public confidence;
- is open and honest;
- is courteous;
- is focused on issues rather than personalities;
- avoids abuse of meeting procedures, such as a pattern of unnecessary notices of motion and/or repetitious points of order; and
- avoids aggressive, offensive or abusive conduct, including the use of disrespectful or malicious language.

Any failure by members to act in the manner described in this clause represents a breach of the code.

Please note that nothing in this section of the Code is intended to limit robust debate within the council as long as it is conducted in a respectful and insightful manner.

5.2 Relationships with staff

An important element of good governance involves the relationship between the council and its chief executive. Members will respect arrangements put in place to facilitate this relationship, and:

- raise any concerns about employees, officers or contracted officials with the chief executive;
- raise any concerns about the performance or behaviour of the chief executive with the mayor or the chairperson of the chief executive performance review sub-committee (or its successors);
- make themselves aware of the obligations that the council and the chief executive have as employers and observe those requirements at all times, such as the duty to be a good employer;
- treat all employees with courtesy and respect and avoid publicly criticising any employee;
- observe any protocols put in place by the chief executive concerning contact between members and employees;
- avoid doing anything which might compromise, or could be seen as compromising, the impartiality of an employee;
- avoid any act or decision which might put staff at risk from a health and safety perspective.

Any failure by members to act in the manner described above represents a breach of the code.

Please note: Elected members should be aware that failure to observe this portion of the Code may compromise the council's obligations to be a good employer and consequently expose the council to civil litigation or affect the risk assessment of council's management and governance control processes undertaken as part of the council's audit.

5.3 Relationship with the public

Given that the performance of the council requires the trust and respect of individual citizens, members will:

- interact with members of the public in a fair, respectful, equitable and honest manner;
- be available to listen and respond openly and honestly to community concerns;
- consider all points of view or interests when participating in debate and making decisions;
- treat members of the public in a courteous manner; and
- act in a way that upholds the reputation of the local authority;
- avoid any act or decision which might put members of the public and community at risk because of zero harm.

Any failure by members to act in the manner described above represents a breach of the code.

6. Contact with the media

The media play an important part in the operation and efficacy of local democracy. In order to fulfil this role the media needs access to accurate and timely information about the affairs of council.

From time to time individual members will be approached to comment on a particular issue either on behalf of the council, or as an elected member in their own right. When responding to requests for comment members must be mindful that operational questions should be referred to the chief executive and policy-related questions referred to the mayor, or the member with the appropriate delegated authority.

When speaking to the media more generally members will abide by the following provisions:

6.1 Media contact on behalf of the council

- the mayor is the first point of contact for an official view on any issue, unless delegations state otherwise. Where the mayor is absent, requests for comment will be referred to the deputy mayor or relevant committee chairperson or portfolio holder;
- the mayor may refer any matter to the relevant committee chairperson or to the chief executive for their comment; and
- no other member may comment *on behalf of the council* without having first obtained the approval of the mayor.

6.2 Media comment on a member's own behalf

Elected members are free to express a *personal view* in the media, at any time, provided the following rules are observed:

- media comments must not state or imply that they represent the views of the council;
- media comments which are contrary to a council decision or policy must clearly state that they do not represent the views of the majority of members;
- media comments must observe the other requirements of the Code; for example, comments should not disclose confidential information, criticise, or compromise the impartiality or integrity of staff or other members; and
- media comments must not be misleading and should be accurate within the bounds of reasonableness.

Any failure by members to meet the standards set out above represents a breach of the code.

7. Information

Access to information is critical to the effective performance of a local authority and the level of public trust felt by the public.

7.1 Confidential information

In the course of their duties members will occasionally receive information that is confidential. This will generally be information that is either commercially sensitive or is personal to a particular individual or organisation. Accordingly, members agree not to use or disclose confidential information for any purpose other than the purpose for which the information was supplied to the member.

7.2 Information received in capacity as an elected member

Members will disclose to other members and, where appropriate the chief executive, any information received in their capacity as a member that concerns the council's ability to give effect to its responsibilities.

Members who are offered information on the condition that it remains confidential will honour that duty and responsibility.

Any failure by members to act in the manner described above represents a breach of the code.

Please note: failure to observe these provisions may impede the performance of the council by inhibiting information flows and undermining public confidence. It may also expose the council to prosecution under the Privacy Act and/or civil litigation.

8. Conflicts of Interest

Elected members will maintain a clear separation between their personal interests and their duties as elected members in order to ensure that they are free from bias (whether real or perceived). Members therefore must familiarise themselves with the provisions of the Local Authorities (Members' Interests) Act 1968 (LAMIA).

Members will not participate in any council discussion or vote on any matter in which they have a pecuniary interest, other than an interest in common with the general public. This rule also applies where the member's spouse contracts with the authority or has a pecuniary interest. Members shall make a declaration of interest as soon as practicable after becoming aware of any such interests.

If a member is in any doubt as to whether or not a particular course of action (including a decision to take no action) raises a conflict of interest, then the member should seek guidance from the chief executive *immediately*. Members may also contact the Office of the Auditor General for guidance as to whether they have a pecuniary interest, and if so, may seek an exemption to allow that member to participate or vote on a particular issue in which they may have a pecuniary interest. The latter must be done before the discussion or vote.

Please note: Failure to observe the requirements of the LAMIA could potentially invalidate the decision made, or the action taken, by the council. Failure to observe these requirements could also leave the elected member open to prosecution (see Appendix A). In the event of a conviction, elected members can be ousted from office.

9. Register of Interests

Members shall annually make a declaration of interest. These declarations are recorded in a Register of Interests maintained by the council. The declaration must include information on the nature and extent of any interest, including:

- a) any employment, trade or profession carried on by the member or the members' spouse for profit or gain;
- b) any company, trust, partnership etc for which the member or their spouse is a director, partner or trustee;
- c) the address of any land in which the member has a beneficial interest within the jurisdiction of the local authority; and
- d) the address of any land owned by the local authority in which the member or their spouse is:
 - a tenant; or
 - the land is tenanted by a firm in which the member or spouse is a partner, a company of which the member or spouse is a director, or a trust of which the member or spouse is a trustee;
- e) any other matters which the public might reasonably regard as likely to influence the member's actions during the course of their duties as a member (if the member is in any doubt on this, the member should seek guidance from the chief executive)

Please note: Where a member's circumstances change they must ensure that the Register of Interests is updated as soon as practicable.

10. Ethical behaviour

Members will seek to promote the highest standards of ethical conduct. Accordingly members will:

- claim only for legitimate expenses as determined by the Remuneration Authority and any lawful policy of the council developed in accordance with that determination;
- not influence, or attempt to influence, any council employee, officer or member in order to benefit their own, or families personal or business interests;
- only use the Council resources (such as facilities, staff, equipment and supplies) in the course of their duties and not in connection with any election campaign or personal interests; and

- not solicit, demand, or request any gift, reward or benefit by virtue of their position and notify the chief executive if any such gifts are accepted. Where a gift to the value of \$100 or more is accepted by a member, that member must immediately disclose this to the chief executive for inclusion in the publicly available register of interests.

Any failure by members to comply with the provisions set out in this section represents a breach of the code.

10.1 Undischarged bankrupt

In accordance with clause 15(5) of Schedule 7 (LGA 2002) any member who is an “undischarged bankrupt” will notify the chief executive prior to the inaugural meeting or as soon as practicable after being declared bankrupt. The member will also provide the chief executive with a brief explanatory statement of the circumstances surrounding the member’s adjudication and the likely outcome of the bankruptcy.

11. Creating a supportive and inclusive environment

In accordance with the purpose of the Code, members agree to take all reasonable steps in order to participate in activities scheduled to promote a culture of mutual trust, respect and tolerance. These include:

- Attending post-election induction programmes organised by the council for the purpose of facilitating agreement on the council’s vision, goals and objectives and the manner and operating style by which members will work.
- Taking part in any assessment of the Council’s overall performance and operating style during the triennium.¹
- Taking all reasonable steps to ensure they possess the skills and knowledge to effectively fulfill their Declaration of Office and contribute to the good governance of the city, district or region.

¹ A self assessment template is provided in the Guidance to the code.

12. Breaches of the Code

Members must comply with the provisions of the code (LGA 2002, schedule 7, s15(4)). Any member, or the chief executive, who believes that the Code has been breached by the behaviour of a member, may make a complaint to that effect. All complaints will be considered in a manner that is consistent with the following principles.

12.1 Principles:

The following principles will guide any processes for investigating and determining whether or not a breach under the code has occurred:

- that the approach for investigating and assessing a complaint will be proportionate to the apparent seriousness of the breach complained about;
- that the roles of complaint, investigation, advice and decision-making will be kept separate as appropriate to the nature and complexity of the alleged breach; and
- that the concepts of natural justice and fairness will apply in the determination of any complaints made under the Code. This requires, conditional on the nature of an alleged breach, that affected parties:
 - have a right to know that an investigation process is underway;
 - are given due notice and are provided with an opportunity to be heard;
 - have a right to seek appropriate advice and be represented; and
 - have their privacy respected.

12.2 Complaints

All complaints made under the code must be made in writing and forwarded to the chief executive. On receipt of a complaint the chief executive must forward that complaint to an independent investigator for a preliminary assessment to determine whether the issue is sufficiently serious to warrant a full investigation.²

Only elected members and the chief executive may make a complaint under the code.

12.3 Investigation, advice and decision

The process, following receipt of a complaint, will follow the steps outlined in Appendix B.

12.4 Materiality

An alleged breach under the code is material if, in the opinion of the independent investigator, it would, if proven, bring a member or the council into disrepute or, if not addressed; reflect adversely on another member of the council.

² On behalf of the Council the Chief Executive will, shortly after the start of a triennium, prepare, in consultation with the Mayor, a list of investigators for this purpose of undertaking a preliminary assessment.

13. Penalties and actions

Where a complaint is determined to be material and referred to the council the nature of any penalty or action will depend on the seriousness of the breach.

13.1 Material breaches

In the case of material breaches of the code the council may require one of the following:

1. a letter of censure to the member;
2. a request (made either privately or publicly) for an apology;
3. a vote of no confidence in the member;
4. removal of certain council-funded privileges (such as attendance at conferences);
5. restricted entry to council offices, such as no access to staff areas (where restrictions may not previously have existed);
6. limitation on any dealings with council staff so that they are confined to the chief executive only;
7. suspension from committees or other bodies; or
8. an invitation for the member to consider resigning from the council.

A council or committee may decide that a penalty will not be imposed where a respondent agrees to one or more of the following:

- attend a relevant training course; and/or
- work with a mentor for a period of time; and/or
- participate in voluntary mediation (if the complaint involves a conflict between two members); and/or
- tender an unreserved apology.

The process is based on the presumption that the outcome of a complaints process will be made public unless there are grounds, such as those set out in the Local Government Official Information and Meetings Act 1987 (LGOIMA), for not doing so.

13.2 Statutory breaches

In cases where a breach of the Code is found to involve regulatory or legislative requirements, the complaint will be referred to the relevant agency. For example:

- breaches relating to members' interests (where members may be liable for prosecution by the Auditor-General under the LAMIA);
- breaches which result in the council suffering financial loss or damage (where the Auditor-General may make a report on the loss or damage under s44 LGA 2002 which may result in the member having to make good the loss or damage); or

- breaches relating to the commission of a criminal offence which will be referred to the Police (which may leave the elected member liable for criminal prosecution).

14. Review

Once adopted, a Code of Conduct continues in force until amended by the council. The Code can be amended at any time but cannot be revoked unless the council replaces it with another Code. Once adopted, amendments to the Code require a resolution supported by 75 per cent of the members of the council present at a council meeting where the amendment is considered.

Council may formally review the Code as soon as practicable after the beginning of each triennium. The results of that review will be considered by the council in regard to potential changes for improving the Code.

Appendix A: Legislation bearing on the role and conduct of elected members

This is a summary of the legislative requirements that have some bearing on the duties and conduct of elected members. The full statutes can be found at www.legislation.govt.nz.

The Local Authorities (Members' Interests) Act 1968

The Local Authorities (Members' Interests) Act 1968 (LAMIA) provides rules about members discussing and voting on matters in which they have a pecuniary interest and about contracts between members and the council.

A pecuniary interest is likely to exist if a matter under consideration could reasonably give rise to an expectation of a gain or loss of money for a member personally (or for their spouse or a company in which they have an interest). In relation to pecuniary interests the LAMIA applies to both contracting and participating in decision-making processes.

With regard to pecuniary or financial interests a person is deemed to be “concerned or interested” in a contract or interested “directly or indirectly” in a decision when:

- a person, or spouse or partner, is “concerned or interested” in the contract or where they have a pecuniary interest in the decision; or
- a person, or their spouse or partner, is involved in a company that is “concerned or interested” in the contract or where the company has a pecuniary interest in the decision.

There can also be additional situations where a person is potentially “concerned or interested” in a contract or have a pecuniary interest in a decision, such as where a contract is between an elected members’ family trust and the council.

Determining whether a pecuniary interest exists

Elected members are often faced with the question of whether or not they have a pecuniary interest in a decision and if so whether they should participate in discussion on that decision and vote. When determining if this is the case or not the following test is applied:

“...whether, if the matter were dealt with in a particular way, discussing or voting on that matter could reasonably give rise to an expectation of a gain or loss of money for the member concerned.” (OAG, 2001)

In deciding whether you have a pecuniary interest, members should consider the following factors.

- What is the nature of the decision being made?
- Do I have a financial interest in that decision - do I have a reasonable expectation of gain or loss of money by making that decision?
- Is my financial interest one that is in common with the public?
- Do any of the exceptions in the LAMIA apply to me?
- Could I apply to the Auditor-General for approval to participate?

Members may seek assistance from the mayor/chair or other person to determine if they should discuss or vote on an issue but ultimately it is their own judgment as to whether or not they have pecuniary interest in the decision. Any member who is uncertain as to whether they have a pecuniary interest is advised to seek legal advice. Where uncertainty exists members may adopt a least-risk approach which is to not participate in discussions or vote on any decisions.

Members who do have a pecuniary interest will declare the pecuniary interest to the meeting and not participate in the discussion or voting. The declaration and abstention needs to be recorded in the meeting minutes. (Further requirements are set out in the council's Standing Orders.)

The contracting rule

A member is disqualified from office if he or she is “concerned or interested” in contracts with their council if the total payments made, or to be made, by or on behalf of the council exceed \$25,000 in any financial year. The \$25,000 limit includes GST. The limit relates to the value of all payments made for all contracts in which you are interested during the financial year. It does not apply separately to each contract, nor is it just the amount of the profit the contractor expects to make or the portion of the payments to be personally received by you.

The Auditor-General can give prior approval, and in limited cases, retrospective approval for contracts that would otherwise disqualify you under the Act. It is an offence under the Act for a person to act as a member of the council (or committee of the council) while disqualified.

Non-pecuniary conflicts of interest

In addition to the issue of pecuniary interests, rules and common law govern conflicts of interest more generally. These rules apply to non-pecuniary conflicts of interest, including common law rules about bias. In order to determine if bias exists or not members need to ask:

“Is there a real danger of bias on the part of the member of the decision-making body, in the sense that he or she might unfairly regard with favour (or disfavour) the case of a party to the issue under consideration?”

The question is not limited to actual bias, but relates to the appearance or possibility of bias reflecting the principle that justice should not only be done, but should be seen to be done. Whether or not members believe they are not biased is irrelevant.

Members should focus on the nature of the conflicting interest or relationship and the risk it could pose for the decision-making process. The most common risks of non-pecuniary bias are where:

- members' statements or conduct indicate that they have predetermined the decision before hearing all relevant information (that is, members have a "closed mind"); and
- members have a close relationship or involvement with an individual or organisation affected by the decision.

In determining whether or not they might be perceived as biased, members must also take into account the context and circumstance of the issue or question under consideration. For example, if a member has stood on a platform and been voted into office on the promise of implementing that platform then voters would have every expectation that the member would give effect to that promise, however he/she must still be seen to be open to considering new information (this may not apply to decisions made in quasi-judicial settings, such as an RMA hearing).

Local Government Official Information and Meetings Act 1987

The Local Government Official Information and Meetings Act 1987 sets out a list of meetings procedures and requirements that apply to local authorities and local/community boards. Of particular importance for the roles and conduct of elected members is the fact that the chairperson has the responsibility to maintain order at meetings, but all elected members should accept a personal responsibility to maintain acceptable standards of address and debate. No elected member should:

- create a disturbance or a distraction while another councillor is speaking;
- be disrespectful when they refer to each other or other people; or
- use offensive language about the council, other members, any employee of the council or any member of the public.

See Standing Orders for more detail.

Secret Commissions Act 1910

Under this Act it is unlawful for an elected member (or officer) to advise anyone to enter into a contract with a third person and receive a gift or reward from that third person as a result, or to present false receipts to council.

If convicted of any offence under this Act a person can be imprisoned for up to two years, and/or fines up to \$1000. A conviction would therefore trigger the ouster provisions of the LGA 2002 and result in the removal of the member from office.

Crimes Act 1961

Under this Act it is unlawful for an elected member (or officer) to:

- accept or solicit for themselves (or anyone else) any gift or reward for acting or not acting in relation to the business of council; and
- use information gained in the course of their duties for their, or another persons, monetary gain or advantage.

These offences are punishable by a term of imprisonment not exceeding seven years. Elected members convicted of these offences will automatically cease to be members.

Financial Markets Conduct Act 2013

Financial Markets Conduct Act 2013 (previously the Securities Act 1978) essentially places elected members in the same position as company directors whenever council offers stock to the public. Elected members may be personally liable if investment documents such as a prospectus contain untrue statements and may be liable for criminal prosecution if the requirements of the Act are not met.

The Local Government Act 2002

The Local Government Act 2002 (LGA 2002) sets out the general powers of local government, its purpose and operating principles. Provisions directly relevant to the code include:

Personal liability of members

Although having qualified privilege, elected members can be held personally accountable for losses incurred by a local authority where, following a report from the Auditor General under s44 LGA 2002, it is found that one of the following applies:

- a) money belonging to, or administered by, a local authority has been unlawfully expended; or
- b) an asset has been unlawfully sold or other wise disposed of by the local authority; or
- c) a liability has been unlawfully incurred by the local authority; or
- d) a local authority has intentionally or negligently failed to enforce the collection of money it is lawfully entitled to receive.

Members will not be personally liable where they can prove that the act or failure to act resulting in the loss occurred as a result of one of the following:

- a) without the member's knowledge;
- b) with the member's knowledge but against the member's protest made at or before the time when the loss occurred;
- c) contrary to the manner in which the member voted on the issue; and
- d) in circumstances where, although being a party to the act or failure to act, the member acted in good faith and relied on reports, statements, financial data, or other information from professional or expert advisers, namely staff or external experts on the matters.

In certain situation members will also be responsible for paying the costs of proceedings (s47 LGA 2002).

Appendix B: Process for the determination and investigation of complaints

Step 1: Chief executive receives complaint

On receipt of a complaint under the code the chief executive will refer the complaint to an investigator selected from a panel agreed at the start of the triennium. The chief executive will also:

- inform the complainant that the complaint has been referred to the independent investigator and the name of the investigator, and refer them to the process for dealing with complaints as set out in the Code; and
- inform the respondent that a complaint has been made against them, the name of the investigator and refer them to the process for dealing with complaints as set out in the Code.

Step 2: Investigator makes preliminary assessment

On receipt of a complaint the investigator will assess whether:

1. the complaint is frivolous or without substance and should be dismissed;
2. the complaint is outside the scope of the Code and should be redirected to another agency or process;
3. the complaint is non-material; and
4. the complaint is material and a full investigation is required.

In making the assessment the investigator may make whatever initial inquiry is necessary to determine the appropriate course of action. The investigator has full discretion to dismiss any complaint which, in their view, fails to meet the test of materiality.

On receiving the investigator's preliminary assessment the chief executive will:

1. where an investigator determines that a complaint is frivolous or without substance, inform the complainant and respondent directly and inform other elected members (if there are no grounds for confidentiality) of the investigator's decision;
2. in cases where the investigator finds that the complaint involves a potential legislative breach and outside the scope of the Code, forward the complaint to the relevant agency and inform both the complainant and respondent of the action.

Step 3: Actions where a breach is found to be non-material

If the subject of a complaint is found to be non-material the investigator will inform the chief executive and, if they choose, recommend a course of action appropriate to the breach, such as;

- that the respondent seek guidance from the Mayor;
- that the respondent attend appropriate courses or programmes to increase their knowledge and understanding of the matters leading to the complaint.

The chief executive will advise both the complainant and the respondent of the investigator's decision and any recommendations, neither of which are open to challenge. Any recommendations made in response to a non-material breach are non-binding on the respondent and the council.

Step 4: Actions where a breach is found to be material

If the subject of a complaint is found to be material the investigator will inform the chief executive, who will inform the complainant and respondent. The investigator will then prepare a report for the council on the seriousness of the breach.

In preparing that report the investigator may:

- consult with the complainant, respondent and any affected parties;
- undertake a hearing with relevant parties; and/or
- refer to any relevant documents or information.

On receipt of the investigator's report the chief executive will prepare a report for the council, which will meet to consider the findings and determine whether or not a penalty, or some other form of action, will be imposed. The chief executive's report will include the full report prepared by the investigator.

Step 5: Process for considering the investigator's report

Depending upon the nature of the complaint and alleged breach the investigator's report may be considered by the full council, excluding the complainant, respondent and any other 'interested' members.

The council will consider the chief executive's report in the public excluded section of the meeting, to protect the privacy of the individuals involved.

Before making any decision in respect of the investigator's report the council will give the member against whom the complaint has been made an opportunity to appear and speak in their own defense. Members with an interest in the proceedings, including the complainant and the respondent, may not take part in these proceedings.

The form of penalty that might be applied will depend on the nature of the breach and may include actions set out in clause 13.1 of the Code.

Open Meeting

To	Ngaruawahia Community Board
From	James Whetu Chair Ngaruawahia Community Board
Date	24 July 2017
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV0508
Report Title	Chairperson's Report

I. EXECUTIVE SUMMARY

Please refer to the attachments submitted by the Chair for more information.

2. RECOMMENDATION

THAT the report from the Ngaruawahia Community Board Chair be received.

3. ATTACHMENTS

- A. Report
- B. Draft Ngaruawahia Community Plan
- C. Submission on Future Proof Strategy May 2017
- D. Submission on The Point Reserve Management Plan
- E. Ngaruawahia Postal Service Complaint

CHAIRPERSON REPORT

E ngaa mana, e ngaa reo, e ngaa rangatira maa, teenaa koutou katoa

NGAARUAWAAHIA COMMUNITY BOARD SUBMISSION - THE RESERVE MANAGEMENT PLAN FOR THE POINT RESERVE

The Ngaaruawaahia Community Board (NCB) prepared a submission in response to the Waikato District Council's intent to review the reserve management plan for The Point Reserve. A copy of the submission is attached. The closing date for submissions was 7 July 2017.

It is understood that the Waikato District Council will come back to the NCB later this year to discuss and outline its plan to review the reserve management plan.

NGAARUAWAAHIA COMMUNITY BOARD SUBMISSION – FUTURE PROOF STRATEGY MAY 2017 DOCUMENT

The NCB prepared a submission on the notified Draft Future Proof Strategy May 2017. A copy of the submission is attached. The closing date for submissions was 21 July 2017.

THE LONG TERM PLAN 2018-2028

Council staff have a draft set of community outcomes of the Long Term Plan 2018-2028 (LTP) that were recently viewed and approved by Council. It is understood that later in the year, Council staff will engage with the NCB and the community on these draft outcomes.

ENGAGEMENT WITH THE NGAARUAWAAHIA COMMUNITY ON COMMUNITY PLAN

To better prepare ourselves to participate in the development of the LTP process, I would like to propose that the NCB initiate conversations/engagement with our community on the NCB Community Plan, whilst also informing the community that these ideas do not usurp the current Ngaaruawaahia Community Plan approved in 2009. A copy of the Community Plan using Council's template is attached.

LAST COMMENTS

In keeping NCB members informed, I have had a number of conversations with community members in regard to:

- Tourism
- Cultural Tourism

Additionally, I had two meetings with Council to discuss:

- Civil Defence and Emergency Management in Ngaaruawaahia
- Maaori representation in the Waikato district

James Whetu

NCB Chairperson

(Name of town/village) Community Plan 2016-2026

(Insert community logo if available)

Name of community	Ngaaruawaahia Community Plan
Ownership	Ngaaruawaahia Community Board

<p>Objective(s) of this plan</p> <p><i>State what this plan is seeking to achieve.</i></p>	<ol style="list-style-type: none"> 1. Improve the visual appeal of Ngaaruawaahia that is inspired by its environment, culture, heritage, and history. 2. Support, and where possible improve, the wellbeing of our community, in all its expressions, through advocacy to Council, and partnerships and collaboration with Council, developers, Waikato-Tainui, and other local organisations. 3. Improve communication and community engagement 4. Ensure Ngaaruawaahia spatial independence of Hamilton City by maintaining a greenbelt around the town and establish ourselves as a village destination 5. Engage with Waikato-Tainui and the Ngaaruawaahia Maaori community to seek confirmation that Ngaaruawaahia is a destination for Maaori tourism – the “cultural capital” of Waikato 6. Establish a regularly meeting and active functioning Ngaaruawaahia business network to enhance and expand local service and create employment opportunities
<p>Community snapshot (status quo)</p> <p><i>State a few facts about the community e.g. demographics, growth, key attractions etc. (some of this information can be provided by council on request)</i></p>	<p>Ngaaruawaahia is the third largest town/community, in population, in the Waikato district. In 2013, it was recorded that the population of Ngaaruawaahia was 5127. It was identified that 27.41% are under 15 years of age, with 9.42% over 65 years. The same census identified that:</p> <ul style="list-style-type: none"> • 15.9% of the Ngaaruawaahia community are unemployed. • the median income is \$23,600, and • 60.5% of the 2013 population are Maaori, <p>It is anticipated that this population base of 5127 will grow to 5580 by 2018, to 5730 by 2023, and to 16,000 by 2061¹</p> <p>Extract from the Ngaaruawaahia 2009 Community Plan</p> <p><i>Waikato is the kaitiaki of Kiingitanga and Ngaaruawaahia is the pulse</i></p> <p><i>Ngaaruawaahia is located at the junction of two great rivers—Waikato and Waipaa. These rivers were once canoe routes of great importance to Maori, and later to European settlers. Ngaaruawaahia is unique, it is nestled at the foot of the majestic Haakarimata Ranges, with Puke-i-aahua to the south and it faces towards Taupiri Maunga in the north.</i></p> <p><i>Ngaaruawaahia has a long history of Maori settlement. During the seventeenth century, Ngaere the son of a Waikato Chief, married Heke i te Rangī, the daughter of a Ngaati Maniapoto Chief (against the wishes of her father). A feast was held upon the birth of their son and an invitation was extended to Ngaati Maniapoto to attend. After everyone had been welcomed, Ngaere’s father held up the baby and named him Te Mana o te Rangī in honour of the reconciliation with Ngaati Maniapoto. Ngaere then arose and called out “Waahia ngaa rua” – “let the food pits be opened,” and from those words, Ngaaruawaahia was named.</i></p> <p><i>With increasing European settlement in the 1800s, Maori were pressured to sell land to the settlers. The Kiingitanga, or King movement, was founded in the 1850’s to counter the growing spread of colonial settlement in the Waikato and beyond. It consisted of a broad federation of tribes, including many descended from the Tainui canoe. The movement became based in Ngaaruawaahia when local chief Pootatau became the first king. He reigned from 1858 until his death in 1860, and then his son Taawhiao ascended to the throne.</i></p> <p><i>When British troops advanced from the north in 1863 King Taawhiao fell back to the south into what became known as the King Country. It was many years before Maori leadership had a presence in the town. The return culminated in the establishment of Tuurangawaewae Marae in 1928 by Princess Te Puea who also settled the Pa families at the marae. It is the central Kiingitanga marae and is the official residence of the reigning Maori monarch Kiingi Tuuheitia. International dignitaries are now hosted at this site.</i></p>

¹ Waikato District Growth Strategy

(Name of town/village) Community Plan 2016-2026

(Insert community logo if available)

	<p>A new European town was quickly established and the first settlers built on what is now the Point Reserve as the rivers were the main transport routes. Later growth focused on the present site of the town to be nearer the railway station and above flood level.</p> <p><i>"This township... was first known as Queenstown, and was named as such in the first land sales notice in 1864. Soon after however, it became Newcastle, so called after the Duke of Newcastle who headed a remonstrance that was signed by most of the notables of England protesting against the way the British people of the Colony were treating the Maoris."</i></p> <p><i>"The town of Newcastle had its wharf, shipyard, goods shed, three hotels, two general stores, a brewery, cordial factory, flour mills, sawmills, and other industries plus its own newspaper The Waikato Times."</i></p> <p>This settlement reverted to Ngaaruawaahia in 1879. Ngaaruawaahia was a thriving community in the 1800's with many types of industry – the first Waikato Brewery, a flour mill, flax mill, bone mill, sawmills, brick works and a dairy factory.</p> <p>Ngaaruawaahia today is a community of approximately 5000 people. It has an established retail and shopping precinct and community library. Numerous food outlets, two public houses and a bar, four primary schools, a high school, a number of pre-school and koohanga reo centres, churches, community halls, two medical centres and three petrol stations. The main office of Waikato District Council is located on Galileo Street.</p> <p>State Highway 1 and the Main Trunk Line dissect the town and heavy traffic volumes flow through the town daily.</p> <p>It is one of four towns noted in the District Plan.</p> <p>Ngaaruawaahia will keep its sense of spaciousness and heritage as a town with a predominantly residential function the earlier streets were laid out to form the Union Jack, this is still evident today. The first map of the town of Newcastle shows the streets as having English, Irish and Royal names. Herschel, Newton, Galileo and Kepler were astronomers. Maori culture adds an important dimension to the town, particularly with the presence of Tuurangawaewae Marae and the Office of the Maori King.</p> <p>It has many passive and active recreation facilities and is home to a number of sports clubs such as rugby league, rugby, soccer and netball. The Waikato and Waipaa Rivers are used for water sports such as rowing, waka ama and jet skiing.</p> <p>There is local employment and employment in nearby Horotiu (AFFCO) and the city of Hamilton, 20km to the south. It previously served the military base at Hopuhopu before it was decommissioned.</p> <p>Extract from the Waikato District Growth Strategy</p> <p><i>"Centred on the development of Horotiu as a major industrial and business hub and future development of Hopuhopu and Ngaruawahia, major residential development is expected to occur in Ngaruawahia. It is also perfectly located for a passenger rail service in the long term along with tourism opportunities presented by its location, river rejuvenation and Kingitanga. Growth will be concentrated in the towns to maximise services and minimise productive land development. The key features of the major areas are:</i></p> <p><u>Ngaruawahia</u></p> <ul style="list-style-type: none"> • Substantial new residential growth in response to the development of an employment hub at Horotiu. This will consist of expansion areas to the north and south along with quality intensification alongside the rivers and around the town centre. • Strengthen and expand town centre to provide a much wider range of goods, services and activities. • Work with Tangata Whenua to seek opportunities to promote Ngaruawahia as the cultural capital of the Waikato. This could include tourism, education and business development opportunities. • Potential key passenger rail hub. <p><u>Horotiu</u></p> <ul style="list-style-type: none"> • Strategic transport interchange (Te Rapa Bypass, Ngaruawahia Bypass) with development of substantial employment hub, sensitive to community and natural environment. • Improved environmental outcomes sought. • Residential developments close to river around Horotiu Bridge and around the existing village. • Major infrastructure investments required of development."
<p>Key issues/problems</p> <p><i>What are the key issues faced by the community that this plan is seeking to address?</i></p>	<ol style="list-style-type: none"> 1. The bypass of commuters to Ngaaruawaahia via Waikato Expressway 2. Census data that identified: <ul style="list-style-type: none"> • 15.9% of the Ngaaruawaahia community are unemployed. • the median income is \$23,600 3. Poor image 4. Resource constraints such as water availability 5. Reduction of contaminant loads in the Waikato River and its catchment 6. Lack of a broad and compelling tourism product and quality accommodation

(Name of town/village) Community Plan 2016-2026

(Insert community logo if available)

	<ul style="list-style-type: none"> 7. Ultra-fast broadband in town and in rural 8. Earthquake proofing of existing building 9. Infrastructure improvements 10. Flooding prone areas in existing residential and new growth residential areas 11. Limited commuter service to Hamilton and Auckland
Key stakeholders <i>Who are the key stakeholders in the community that have been/will be engaged in developing and implementing this plan.</i>	<ul style="list-style-type: none"> • Waikato District Council • Tuurangawaewae Marae • Waikato-Tainui • Office of the Kiingitanga • Ngaaruawaahia Community House • Twin Arts Centre • Affco • Perrys Group • Ngaaruawaahia Sport Clubs (Rugby, League, Soccer, Squash, Waka, and Bowling) • Ngaaruawaahia RSA • Ngaaruawaahia Health Services (Med Centre, Tuu Tangata, Churches, and Ngaa Miro) • Ngaaruawaahia Business Network • Ngaaruawaahia and Horotiu Schools • Ngaaruawaahia Residents • Land Developers • Waikato Tourism

Key Actions ranked in order of priority

Action	Estimated cost	Funding source	Responsibility	By when
Transform Te Mana o Te Rangi reserve through beautification and to enable community use for recreational purpose	<p>Phase 1 - \$125,000 Operational Funding = \$15,000 (.2 of FTE²) Community Engagement = \$70,000 Technical Expertise = \$40,000 (Landscape Architect and HAIL expert)</p> <p>Phase 2 - \$55,000 Operational Funding = \$15,000 (.2 of FTE) Community Participation = \$30,000 Technical Expertise = \$10,000 (Landscape Architect)</p> <p>Phase 3 - \$508,000 Operational Funding = \$8,000 (.1 of FTE) Community Participation = \$70,000 Technical Expertise = \$30,000 (.2 of FTE for Project Manager) Capital Expenditure =</p>	<ol style="list-style-type: none"> 1. Long-Term Plan 2. Ngaaruawaahia Discretionary Funds 3. Project Co-Funding (from Funders and Partners) 	<p>Primarily the Waikato District Council</p> <p>Supported by the Ngaaruawaahia Community Board and Waikato-Tainui</p>	<p>Phase 1 An agreed draft development plan for Te Mana o Te Rangi Reserve for consultation (2018-2019)</p> <p>Phase 2 An approved development plan to seek consents and co-funding (2019-2020)</p> <p>Phase 3 New structures on, and enabled recreational use of, Te Mana o Te Rangi Reserve (2021-2022)</p>

² Have considered that FTE = \$80,000

(Name of town/village) Community Plan 2016-2026

(Insert community logo if available)

	<p>\$400,000 (Soil and works)</p> <p>Total = \$688,000</p>			
<p>Create doorways into Ngaaruawaahia by enhancing our entranceways through distinctive artwork that reflects our surrounding environment, culture, and heritage</p>	<p>Phase 1 - \$34,000 Operational Funding = \$4,000 (.05 of FTE) Community Engagement = \$10,000 Technical Expertise = \$20,000 (Architect or Draught-person)</p> <p>Phase 2 - \$14,000 Operational Funding = \$4,000 (.05 of FTE) Technical Expertise = \$10,000 (Planning)</p> <p>Phase 3 - \$39,000 Operational Funding = \$4,000 (.05 of FTE) Technical Expertise = \$15,000 (.1 of FTE for Project Manager) Capital Expenditure = \$20,000 (Structures and works)</p> <p>Phase 4 - \$39,000 Operational Funding = \$4,000 (.05 of FTE) Technical Expertise = \$15,000 (.1 of FTE for Project Manager) Capital Expenditure = \$20,000 (Structures and works)</p> <p>Total = \$126,000</p>	<ol style="list-style-type: none"> 1. Long-Term Plan 2. Ngaaruawaahia Discretionary Funds 3. Project Co-Funding (from Funders and Partners) 	<p>Primarily the Ngaaruawaahia Community Board Supported by the Waikato District Council and Waikato-Tainui</p>	<p>Phase 1 An agreed draft scheme plan for main entranceway (Great South Road) for consultation (2019-2020)</p> <p>Phase 2 An approved development plan to seek consents and co-funding (2019-2020)</p> <p>Phase 3 Construct first entranceway (2021-2022)</p> <p>Phase 4 Construct second entranceway (2022-2023)</p>
<p>Review and amend the 2009 Ngaaruawaahia Community Plan</p>	<p>Phase 1 - \$24,000 Operational Funding = \$4,000 (.05 of FTE) Community Engagement = \$10,000 Technical Expertise = \$10,000 (Writer)</p>	<ol style="list-style-type: none"> 1. Long-Term Plan 2. Ngaaruawaahia Discretionary Funds 3. Project Co-Funding (from Funders and Partners) 	<p>Ngaaruawaahia Community Board</p>	<p>2017-2018</p>
<p>Feasibility for a Ngaaruawaahia aquatic and indoor</p>	<p>Phase 1 - \$26,000 Operational Funding = \$4,000 (.05 of FTE)</p>	<ol style="list-style-type: none"> 1. Long-Term Plan 	<p>Ngaaruawaahia Community Board</p>	<p>2019-2020</p>

(Name of town/village) Community Plan 2016-2026

(Insert community logo if available)

sports centre at Patterson Park	Community Engagement = \$2,000 Technical Expertise = \$20,000 (Independent)	2. Ngaaruawaahia Discretionary Funds 3. Project Co-Funding (from Funders and Partners)		
Restore and repurpose the Old Flour Mill	<p>Phase 1 - \$39,000 Operational Funding = \$4,000 (.05 of FTE) Technical Expertise = \$35,000 (Building Expertise, Historian and Architect/Heritage Expertise)</p> <p>Phase 2 - \$49,000 Operational Funding = \$4,000 (.05 of FTE) Community Engagement = \$10,000 Technical Expertise = \$35,000 (Architect)</p> <p>Phase 3 - \$39,000 Operational Funding = \$4,000 (.05 of FTE) Technical Expertise = \$35,000 (Architect/Heritage Expertise and Planning)</p> <p>Phase 4 - \$423,000 Operational Funding = \$8,000 (.1 of FTE) Technical Expertise = \$15,000 (.1 of FTE for Project Manager) Capital Expenditure = \$400,000 (Structures and works)</p> <p>Total = \$550,000</p>	1. Long-Term Plan 2. Ngaaruawaahia Discretionary Funds 3. Project Co-Funding (from Funders and Partners)	Ngaaruawaahia Community Board	<p>Phase 1 Building integrity report and feasibility report to restore and re-purpose Old Flour Mill (2022-2023)</p> <p>Phase 2 An agreed draft restoration plan for the Old Four Mill for consultation (2023-2024)</p> <p>Phase 3 An approved restoration plan to seek consents and co-funding (2024-2025)</p> <p>Phase 4 Restoration of Old Flour Mill (2025-2026)</p>
Explore Maaori tourism capability in Ngaaruawaahia as the “cultural capital” of Waikato	<p>Phase 1 - \$105,000 Operational Funding = \$15,000 (.2 of FTE³) Maaori Community Engagement and Participation = \$50,000 Technical Expertise = \$40,000 (Independent)</p>	1. Long-Term Plan 2. Ngaaruawaahia Discretionary Funds 3. Project Co-Funding (from Funders and Partners)	Primarily the Waikato District Council Supported by the Ngaaruawaahia Community Board and Waikato-Tainui	<p>Phase 1 Independent Report on Maaori Tourism Capability (2020-2021)</p>

³ Have considered that FTE = \$80,000

(Name of town/village) Community Plan 2016-2026

(Insert community logo if available)

Note: It is the responsibility of the community board or committee to report on implementation. It is suggested that this be done on a two-monthly basis.

Submission on Future Proof Strategy May 2017

Name/Organisation: **Ngaaruawaahia Community Board**

Email: james@whetugroup.co.nz (on behalf of the Community Board)

Preference is to be contacted either by email or telephone.

We would to represent this submission at a hearing on the Future Proof Strategy.

SUMMARY OF SUBMISSION

The Ngaaruawaahia Community Board wish to submit on the notified Draft Future Proof Strategy May 2017 document.

We have reviewed the documents and the advice provided online on how to make a submission. We consider that our submission is in accordance with this guidance.

Overall, our submission on the Draft Future Proof Strategy May 2017¹ reflects the following matters:

- The Ngaaruawaahia community has its “Ngaaruawaahia Community Plan 2009 – 2019”. As a community developed plan, the Ngaaruawaahia Community Board wish to see this community plan given life and not usurped.
- In summary, the primary aspirations of the Ngaaruawaahia Community Plan 2009 – 2019 are:
 - Retain and enhance our cultural and heritage values
 - Safeguard our landscape values and character (Haakarimata Ranges and the Waikato and Waipaa Rivers)
 - The character of Ngaaruawaahia reflects its cultural, heritage and landscape values
 - Opportunities for employment and growth do not compromise the values of the Ngaaruawaahia
 - That Ngaaruawaahia retains its village/town appearance
- We note the importance of the Future Prof Strategy, the partnership between participating agencies, and strategy’s management under the Future Proof Implement Committee
- With that said, the involvement of the Future Proof Implement Committee in championing integration and implementation of Future Proof Strategy in the Waikato District Plan and the Waikato District Council Long Term Plan will undoubtedly influence the outcomes imposed on the Ngaaruawaahia community.
- In the immediate future we are anticipating the Future Proof Strategy will influence the review of the Waikato District Plan and the Waikato District Council Long Term Plan.

¹ Includes its supporting documents

- In the years after 2030, we are anticipating that, as a result of Future Proof Strategy, there will be housing and infrastructure in the greenfield areas in the outskirts of Ngaaruawaahia
- Lastly, the Ngaaruawaahia Community Board considers itself as a stakeholder that should be kept informed

FULL SUBMISSION - Ngaaruawaahia Community Board (hereon NCB)

Submission Point 1

Full Strategy – Section B Settlement Pattern – 5 Elements of Settlement Pattern – 5.1 Key Assumptions and Findings (Page 26)

Action – There is no clear identifier in this section on what points are assumptions and what points are findings. The NCB would like the Future Proof document to clarify what is an assumption and what is a finding. For example, is it an assumption that Northgate Business Park at Horotiu will become an inland freight hub and employment area, or a finding? Similarly with point 15, is it an assumption or finding that growth emphasis is on Hamilton City, Huntly, Te Kauwhata, Pokeno, Tuakau, Cambridge and Te Awamutu.

Explanation – The NCB are seeking clarity as to help inform its response and participation in the review of the Waikato District Plan and development of the Waikato District Council LTP 2018 – 20128, whilst also seeking certainty on Future Proof Strategy for Ngaaruawaahia.

Submission Point 2

Full Strategy – Section B Settlement Pattern – 5 Elements of Settlement Pattern – 5.2 Growth Management Areas (Page 29)

Action – The NCB supports the two key features of settlement pattern for Ngaaruawaahia as outlined in the notified Future Proof Strategy May 2017, and wish to see these two features retained in the document. These are:

- Potential to become the cultural and heritage capital of New Zealand
- Ngaaruawaahia will keep its sense of spaciousness and heritage as a town with a predominantly residential function

Explanation – The NCB supports the cultural and heritage character focus of Ngaaruawaahia as well as the direction towards maintaining its sense of spaciousness.

Submission Point 3

Full Strategy – Section B Settlement Pattern – 5 Elements of Settlement Pattern – 5.4 Urban and Village Limits – Urban Limits (Page 30)

Action – At this stage, the NCB supports the RPS defined urban limits for Ngaaruawaahia, which seems to be less than the new (indicative) urban limit outlined in Maps 1 and 2 of the Future Proof Strategy. We wish to retain the RPS defined urban limits.

Explanation – The NCB were early stakeholders engaged by the Waikato District Council in the preparation of Plan Change 17 – Ngaaruawaahia and Surrounding Villages, a rezoning exercise. We believe this RMA planning document (now adopted in Waikato District Plan) outlines the urban limit necessary for Ngaaruawaahia and feasibility matters in the provision of future infrastructure.

Submission Point 4

Full Strategy – Section B Settlement Pattern – 6 Allocation and Staging of Growth – 6.2 Allocation of Residential Land (Page 31 and 32)

Action 1 – The NCB supports the following four points under “Achieving the allocations is also dependant on”:

- Ongoing development feasibility analysis, especially beyond the first 10 years
- The ability of the Future Proof partner councils to provide and fund infrastructure in a timely manner
- The costs of development related infrastructure not impacting negatively on partner council financial balance sheets
- The impacts of market cycles result in different levels of demand

The NCB would like to see these four points given greater recognition in the document. For example, we do not see any further reference, nor requirement in subsequent sections, for a feasibility analysis to occur after first 10 years. This is important for Ngaaruawaahia as Table 2 Decade 2: Years 11 – 20, 2026-2035 (page 33) outlines a substantial increase in household projections.

Action 2 – However the NCB promotes that the community is included in the definition of “timely manner” when Future Proof partner councils provide and fund infrastructure.

Explanation – In response to action 1, the NCB would like to avoid its community members having to make a substantial investment to fund infrastructure into unserviced/greenfield areas that “may” grow. Certainty can be provided to the Ngaaruawaahia community by ensuring that measures, such as a feasibility analysis, are required.

Submission Point 5

Full Strategy – Section C Implementation Plans – 8 Priority Actions – Action 9 (Page 39)

Action – The NCB seeks the following wording to action 9 of the table “Where appropriate, participate in the development of Long-Term Plans, development contribution policies, 30-Year Infrastructure Strategies and the RLTP to ensure good alignment between growth projections, ~~land use, infrastructure and funding~~”.

Explanation – The NCB are of the view that the communities within the districts of partner councils in Future Proof should lead the framing of land use, infrastructure and funding in LTPs, planning documents and infrastructure strategies.

Submission Point 6

Full Strategy – Section C Implementation Plans – 9 Governance, Leadership, Integration, Implementation and Productive Partnerships – 9.1 Governance, Collaboration, Partnership and Community Engagement (Pages 41 and 42)

Action – The NCB seeks an action that addresses the issue “community engagement is required to ensure that the growth needs of the community are understood and incorporated into the actions of growth management agencies”.

Explanation – The NCB note that the sub-section heading refers to community engagement, as well as further highlighted in point 4 under issues. However there are no actions in the table on page 42 that require/accommodate community engagement, nor any action to address the identified issue.

Submission Point 7

Full Strategy – Section C Implementation Plans – 9 Governance, Leadership, Integration, Implementation and Productive Partnerships – 9.5 Development and Integration of Plans and Policies (Pages 48)

Action 1 – The NCB seeks the following changes to action 2 “when preparing or reviewing any strategy and planning document, consider **the key features of the settlement patterns for each growth management areas, as well as the reasons for allocation of growth outlined in the Future Proof Strategy** alignment and consistency with the Strategy and its implementation plan”.

Action 2 – Additionally, the NCB seeks the following changes to action 5 “Future Proof partners adopt a process for the collaborative consideration of plan changes, private plan change applications and resource consents that any of the partners may have submitted to them **as equal parties of any other stakeholder or interested party that has submitted**”.

Explanation – In the table on page 48, the NCB are of the view that the wording of action 2 can be interpreted in manner that can usurp the active and positive participation of stakeholders and community members/organisations to achieve a certain outcome that aligns

with the aspirations of that community. The proposed wording for action 2 is considered appropriate.

Similarly with the proposed wording for action 5, the NCB are of the view that the wording elevates Future Proof partners. We are of the view that this is an unfair and prejudice action that hinders the participation of stakeholders and community members/organisations who may have also submitted or actively engaged in the development of a planning document and/or policy.

Submission Point 8

Full Strategy – Section C Implementation Plans – 10 Diverse and Vibrant Metropolitan Centre linked to Thriving Towns and Rural Communities and the Place of Choice – Live, Work, Play, Invest and Visit – 10.1 Implementation of the Settlement Pattern (Pages 51 and 52)

Action 1 – The NCB seeks the following changes to action 2 “progress changes to Hamilton, Waikato and Waipa district plans in order to give effect to any RPS changes and the Future Proof settlement pattern **alongside community developed plans (such as Community Plans)**”

Action 2 – Additionally, the NCB seeks the following changes to action 6 “include the Future Proof settlement pattern in LTPs (including 30 year Infrastructure Strategies) **for consultation with community** ~~and ensure that funding aligns with the direction of the settlement pattern (e.g infrastructure and services that support the growth areas).~~”

Explanation – The NCB want to reinforce the importance of community developed planning documents, such as the Ngaaruawaahia Community Plan 2009 – 2019 and the Ngaaruawaahia Structure Plan, and that these community developed planning documents are not usurped but appropriately recognised alongside RPS and Future Proof in the review of district plans.

Similarly with the proposed wording for action 6, the NCB are of the view that it seems inappropriate to force communities to “ensure that funding aligns with the direction of the settlement pattern” without consulting with the community. Communities have a statutory right to participate in the development of its LTP.

Submission Point 9

Full Strategy – Section C Implementation Plans – 10 Diverse and Vibrant Metropolitan Centre linked to Thriving Towns and Rural Communities and the Place of Choice – Live, Work, Play, Invest and Visit – 10.2 Funding (Page 54)

Action – The NCB seeks the following changes to action 1 “where appropriate, participate **in equal measure as any other stakeholder or interested party** in the development of LTP’s, development contribution policies, 30-Year Infrastructure Strategies, and the RLTP ~~to ensure good alignment between growth projections, land use, infrastructure and funding~~”.

Explanation – The NCB are of the view that the wording elevates Future Proof partners. We are of the view that this is an unfair and prejudice action that hinders the participation in equal measure of stakeholders and community members/organisations.

Submission Point 10

Full Strategy – Section C Implementation Plans – 10 Diverse and Vibrant Metropolitan Centre linked to Thriving Towns and Rural Communities and the Place of Choice – Live, Work, Play, Invest and Visit – 10.7 Building Communities (Page 66)

Action – The NCB seeks the following changes to action 1 “**In consultation and agreement with its community, Future Proof partners will** support and promote place=making initiatives in communities as a way of creating spaces which build a sense of community”

Explanation – The NCB are of the view that the wording elevates Future Proof partners. We are of the view that this is an unfair and prejudice action that hinders the participation in equal measure of stakeholders and community members/organisations.

Overall, the NCB wish to outline its support and promotion of Community Plans to also inform district planning documents and growth strategy documents. For the Ngaaruawaahia township, the NCB is promoting the Ngaaruawaahia Community Plan 2009 – 2019 (and any new/subsequent version of the Ngaaruawaahia Community Plan) and the Ngaaruawaahia Structure Plan to be considered in equal measure of the implementation actions of the Future Proof Strategy.

We would like the opportunity to represent this submission.

Nga mihi

James Whetu

Chairperson for the Ngaaruawaahia Community Board

0211493565

Submission on The Point Reserve Management Plan

Name/Organisation: **Ngaaruawaahia Community Board**

Email: james@whetugroup.co.nz

Preference is to be contacted either by email or telephone.

SUBMISSION

The Ngaaruawaahia Community Board wish to submit on the intended review of the Reserve Management Plan for The Point Reserve in Ngaaruawaahia.

In January 2017, the Ngaaruawaahia Community Board (NCB) reviewed and workshopped through the Ngaaruawaahia Community Plan 2009 – 2019 to identify its Long-Term Priorities for its 2016-2019 term. In no particular order, these are:

- Te Mana o Te Rangi reserve - *Enable community use*
- Partnerships and/or working collaboratively with other agencies and Council to achieve outcomes for the Ngaaruawaahia community - *Working together*
- Improve visual image of our community and township - *beautification activities and enhance cultural and creative outlook*
- A more informed and engaged community - *Be better at communicating to, and receiving feedback from, the community*
- Support the wellbeing of our community - *help our people (including our young people) to succeed, create an environment for our businesses to work together and maximise opportunities, thriving sport clubs, available services, and improved community safety*
- Advance our tourism opportunity - *culture, heritage, and local environment (Waikato and Waipaa Rivers, and the Haakairimata ranges)*
- Support the Ngaaruawaahia High School
- Te Awa Cycleway - *Exercise equipment along the length of the Ngaaruawaahia to Horotiu cycleway*

Although not specifically identified as a priority for the NCB, The Point is a recognised asset in Ngaaruawaahia, both in heritage and cultural value, as well as its amenity values that are shared within the community. The review of The Point Reserve Management Plan intrinsically links with the 2016 - 2019 priorities of the NCB.

The NCB are of the view that the current reserve management plan is out of date, however believe that the objectives are still relevant in 2017 and into the future. These are:

1. To retain the landscape qualities of the reserve
2. To provide for a wide range of recreational activities
3. To secure the appropriate public ownership and management of the entire open area
4. To retain, and promote an understanding of, the historical values of the area

The NCB would like to propose an amendment to objective 4 as well as additional objectives for consideration as part of the review:

- *To retain, and promote an understanding of, the historical values and stories ~~of the area~~ in Ngaaruawaahia*
- *To provide for activities that do not adversely affect the landscape qualities of the reserve*
- *An integrated and co-ordinated approach to manage The Point Reserve*
- *To enable measures that are intended to improve the amenity values of the reserve¹*

The policies and management activities that are outlined in the current reserve management plan to achieve these existing objectives (as well as the proposed) need to be reviewed and amended/varied/deleted accordingly. These measures will need to be discussed and developed with the community during the preparation of a draft reserve management plan.

Also of importance, is that the policies and management activities should also align with the direction, works, and funding commitments outlined in complementary strategies of the Council. The strategies of note are:

- The Waikato District Playground Strategy 2014
- The Waikato District Heritage Strategy 2014
- The Waikato District Public Toilet Strategy 2015
- The Waikato District Economic Development Strategy 2015
- The Waikato District Trail Strategy 2016

The NCB are of the view that the Waikato District Council have undertaken considerable investigation around the value and potential of The Point Reserve (as reflected in the above documents), therefore in the first instance, the intent of the review of The Point Reserve Management Plan should aim to give effect to the complementary strategies and the funding commitment therein.

Additionally, the NCB is anticipating that Council will considering any relevant bylaws and Council policies. The bylaws of note are:

- Dog Control Bylaw 2015
- Freedom Camping Bylaw 2016
- Public Places Bylaw 2016
- Reserves and Beaches Bylaw 2016

Council policies of note are:

- Activity Management Policy
- Bi Lingual Signage Policy
- District Tree Policy

¹ Includes any measures aimed to improve water quality of, and/or access to, the Waikato and Waipaa Rivers, as well as the removal of weeds and rubbish in the water, the planting of locally sourced natives, and amendments to Council documents such as bylaws, policies, plans, and strategies.

- Dog Control Policy 2015
- Heritage Policy
- Plaques, Memorial and Monuments Policy 2016

An integrated and co-ordinated implementation and management of The Point Reserve is strongly promoted to the Waikato District Council by the NCB in its review of The Point Reserve Management Plan.

Overall, the NCB wish to outline its supports of the Waikato District Council's intent to review The Point Reserve Management Plan and look forward in supporting Council by participating in the development of the plan.

Ngaa mihi

James Whetu

Chairperson for the Ngaaruawaahia Community Board

0211493565

17 May 2017

Chief Executive

Brian Roche

New Zealand Post

National Contact Centre

Private Bag 208038

Highbrook

Auckland 2161

COMPLAINT – Ngaruawahia Postal Service

We write on behalf of the residents of Ngaruawahia, as the two elected members for this Ward.

Over the past few months there has been a constant stream of disgruntled residents and complaints verbally and on the local community Facebook page regarding the lengthy delays in receiving post.

We understand that the deliveries are no longer daily, but we believed they would be at least twice per week. It appears the mail is delayed for two weeks at times and even longer.

We have very distressed people in the area who are receiving accounts for payment well after the due date, they are waiting on RWT statements from banks so they can use the information in tax returns, the Waikato District Council Consultation document for the annual plan did not reach ratepayers in time to get to the drop in sessions on the due date and rate demands are also late arriving which leads to issues around penalties.

Last night I received a phone call from an upset 90 year-old women about this issue and she was phoning on behalf of many others asking for our help to resolve this.

We have heard that the mail can be sitting at an office in the town piling up for weeks, but residents cannot access this and it doesn't get delivered for days on end.

Please investigate this issue for us. Please apply a better level of service to this than we are currently experiencing. We look forward to your response and to some action with a noticeable improvement on the service as soon as possible.

Regards

Cr. Janet Gibb janet.gibb@waidc.govt.nz 027-4753397

Cr. Eugene Patterson Eugene.patterson@waidc.govt.nz 027-4488488



12 June 2017

Waikato District Council
 Attention: Councillor Janet Gibb and Councillor Eugene Patterson
 Private Bag 544
 Ngaruawhaia 3742

Chief Executive Office
New Zealand Post Group

Postal address
 New Zealand Post Limited
 Private Bag 39990
 Wellington Mail Centre
 Lower Hutt 5045
 New Zealand

Physical address
 New Zealand Post Limited
 New Zealand Post House
 7 Waterloo Quay
 Wellington
 T: 0800 501 501
 E: customersupport@nzpost.co.nz

Dear Councilwoman Gibb and Councilman Eugene

Thank you for your letter for the attention of New Zealand Post's former Chief Executive, Sir Brian Roche, regarding the complaints you have received about the delivery of mail in Ngaruawhaia. I have been asked to respond. This is understandably an upsetting situation, and on behalf of the New Zealand Post Group, I would firstly like to apologise for any distress that has been caused to residents.

As part of our investigations into the reports of delayed mail in Ngaruawahia, over a recent two-week period we have tracked the amount of mail being sent to the residents that contacted us about late mail deliveries. This involved recording when the mail arrived at the delivery branch through to when it was delivered. We have also encouraged these customers to keep their own records of when they are receiving their mail, and have forwarded them the information we have gathered. We are now waiting to hear from customers as to whether our data matches their own records, and if further investigation and ongoing monitoring is required.

In addition, our management team has undertaken a number of site visits of the delivery depot in response to the concerns about mail not being delivered and left to accumulate for weeks at a time. We have a number of different business areas working out of the delivery depot in Ngaruawahia (Posties, Couriers and our Rural Delivery Contractors) and there is often a large amount of mail present at any given time. The dates on mail items were randomly reviewed on each visit, however all mail items were found to be current and had not been carried over from previous days.

At this point in time we have not been able to identify anything untoward occurring with the delivery of mail. However, from 12 June there will be a change of contractor in the area. We see this changeover as a good opportunity to ensure everything is working as it should, and we will continue to carefully monitor delivery performance.

Our new contractor will provide alternate day delivery and we will soon be communicating this to Ngaruawhaia customers. This is part of the nationwide rollout to deliver on alternate days in response to the rapid decline of letter mail. This means customers will start to receive standard mail on either Monday, Wednesday, Friday, or Tuesday, Thursday, Saturday, depending on their delivery route. Alternate day delivery is carefully designed so as not to impact our target of delivering standard mail within 3 working days. Customers wanting to confirm which delivery route they are on can do so via our Address and PostCode finder on our website.

We hope that this information helps to provide some reassurance to the community. In all instances we would encourage customers to contact us to report any concerns they may have so they can be recorded and investigated accordingly.

Yours sincerely



Jacqui Cutler
Executive Complaint Communications Officer