

Agenda for a meeting of the Onewhero-Tuakau Community Board to be held in the Board Room, Tuakau Memorial Hall, George Street, Tuakau on **MONDAY 5 MARCH 2018** commencing at **7.00pm**.

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

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

3. DISCLOSURES OF INTEREST

4. CONFIRMATION OF MINUTES

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5. REPORTS

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| 5.1 | Public Forum | Verbal |
| 5.2 | Discretionary Fund Report to 21 February 2018 | 7 |
| 5.3 | Application for Funding – Pukekawa Pony Club | 9 |
| 5.4 | Youth Engagement Update | 20 |
| 5.5 | Onewhero-Tuakau Issues and Works Report – March 2018 | 22 |
| 5.6 | Long Term Plan Update | Verbal |
| 5.7 | Councillors' and Community Board Members' Report | Verbal |

GJ Ion

CHIEF EXECUTIVE

Agenda 2018\OTCB\180305 OTCB OP

Open Meeting

To	Onewhero-Tuakau Community Board
From	Gavin Ion Chief Executive
Date	7 February 2018
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference/Doc Set #	GOV0502
Report Title	Receipt of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of the Onewhero-Tuakau Community Board meeting held on Monday 5 February 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Onewhero-Tuakau Community Board held on Monday 5 February 2018 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

OTCB minutes 5 February 2018

MINUTES of a meeting of the Onewhero-Tuakau Community Board held in the Board Room, Tuakau Memorial Hall, George Street, Tuakau on **MONDAY 5 FEBRUARY 2018** commencing at **7.00pm**.

Present:

Mr B Cameron (Chairperson)
Cr J Church
Cr B Main [until 8.05pm]
Ms C Conroy
Mr S Jackson
Mr L Petersen
Mr V Reeve [from 7.07pm]
Mrs B Watson

Attending:

His Worship the Mayor, Mr AM Sanson
Mayoress T Sanson
Mrs S O’Gorman (General Manager Customer Support)
Mrs LM Wainwright (Committee Secretary)
Ms A French (Waikato District Council)
Mr G McGuire (Tuakau District Development Association)
Ms M Haines (Port Waikato Community Hub)
Mr M Beatty (Port Waikato Community Hub)
Ms T Maera (Port Waikato Community Hub)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mrs Watson/Cr Main)

THAT an apology for lateness be received from Mr Reeve.

CARRIED on the voices

OTCBI802/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Cameron/Mr Petersen)

THAT the agenda for a meeting of the Onewhero-Tuakau Community Board held on Monday 5 February 2018 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received;

AND FURTHER THAT in accordance with Standing Order 9.4 the order of business be changed with agenda item 5.7 [*Port Waikato Community Hub*] being considered after agenda item 5.1;

AND FURTHER THAT the Board resolves that the following item be withdrawn from the agenda:

- **Item No. 5.6 [*Proposed Works Programme and Timeline for the Tuakau Town Centre Maintenance*]**

CARRIED on the voices

OTCBI802/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Mr Reeve/Cr Church)

THAT the minutes of a meeting of the Onewhero-Tuakau Community Board held on Monday 4 December 2017 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

OTCBI802/03

REPORTS

Public Forum
Agenda Item 5.1

The following items were discussed at the public forum:

- The Chair of the Tuakau District Development Association gave a verbal update on the public meeting held, funding requirements for extra CCTV cameras, building of the railway platform at Tuakau and bollards for the Tuakau CBD.
- Speed Limit Bylaw – where does the Port Waikato Community stand?
- Discharge from the Port Waikato public toilets.

Mr Reeve entered the meeting at 7.07pm during discussion on the above item.

Port Waikato Community Hub
Agenda Item 5.7

Members of the Port Waikato Community Hub Group gave a verbal presentation and answered questions of the Board.

The report was received [*OTCBI802/02 refers*] and discussion was held.

Resolved: (Mr Petersen/Cr Main)

THAT the Onewhero-Tuakau Community Board support, in principle, the proposal to establish a community hub in a new building on Surf Club land at Sunset Beach;

AND THAT Council includes the Port Waikato Community Hub as an item in the Long Term Plan.

CARRIED on the voices

OTCBI802/04

Cr Main retired from the meeting at 8.05pm following discussion on the above item.

Discretionary Fund Report to 23 January 2018
Agenda Item 5.2

The report was received [*OTCBI802/02 refers*] and discussion was held.

Onewhero-Tuakau Works & Issues Report: Status of Items February 2018
Agenda Item 5.3

The report was received [*OTCBI802/02 refers*] and discussion was held.

Year to Date Service Request Report
Agenda Item 5.4

The report was received [*OTCBI802/02 refers*] and discussion was held.

North Waikato Sports and Recreation Study
Agenda Item 5.5

The report was received [*OTCBI802/02 refers*] and discussion was held.

Proposed Works Programme and Timeline for the Tuakau Town Centre Maintenance
Agenda Item 5.6

This item was withdrawn from the agenda.

Open Meeting

To	Onewhero-Tuakau Community Board
From	Tony Whittaker General Manager Strategy & Support
Date	21 February 2018
Prepared by	Julienne Calambuhay Management Accountant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0514 / 1901330
Report Title	Discretionary Fund Report to 21 February 2018

1. EXECUTIVE SUMMARY

To update the Board on the Discretionary Fund Report to 21 February 2018.

2. RECOMMENDATION

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

3. ATTACHMENTS

Discretionary Fund Report to 21 February 2018

ONEWHERE TUAKAU COMMUNITY BOARD DISCRETIONARY FUND 2017/2018

	GL	1.215.1704
2017/18 Annual Plan		28,878.00
2016/17 Carry forward		28,515.44
Total Funding		<u><u>57,393.44</u></u>
EXPENDITURE:		
15-Sep-17	Glen Murray Community Equestrian Centre - towards cost of defibrillator	750.00
04-Oct-17	Nikau Café - Community Board Meeting 2/10/17	149.13
01-Nov-17	Te Kohanga Community Hall Inc - water tank installation	2,149.50
16-Nov-17	Uenuku Hawira - kauri slab for carving to be placed at the entrance to Tuakau	1,500.00
16-Nov-17	Lions Club of Tuakau Inc - towards Tuakau Community Christmas Parade	1,000.00
18-Nov-17	Sunset Beach Lifeguard Service Inc - lifeguard programme over the summer of 2017/2018	2,000.00
20-Nov-17	Tuakau Youth Sport Trust - design/consultation fees to build a new skate park in Tuakau	8,308.67
20-Nov-17	Tuakau & Districts Development Association - cost of upgrading the website	1,500.00
05-Dec-17	Port Waikato Community Hall - hall hire	135.00
Total Expenditure		<u>17,492.30</u>
Total Income		-
Net Expenditure		17,492.30
Net Funding (Excluding commitments)		<u><u>39,901.14</u></u>
COMMITMENTS:		
01-Jul-15	Allocated amount to the Chair to purchase misc. items (balance from 30/6/2015)	301.81
	Less : Expenses	19.48
		<u>282.33</u>
01-Sep-14	Contribution towards placemaking project (OTCB1409/06/2)	6,000.00
	Less : Expenses	1,500.00
		<u>4,500.00</u>
05-Dec-16	Anzac Day 2017 commitments (OTCB1612/06)	1,500.00
	Less : Expenses	873.82
		<u>626.18</u>
06-Mar-17	Port Waikato Yacht & Motor Boat Club - 6 new life jackets (OTCB1703/07)	614.00
06-Nov-17	Te Kohanga School - maintenance of school pool for community use (OTCB1711/12)	399.10
06-Nov-17	Onewhero Area School - purchasing 15 traditionally made piu piu costumes (OTCB1711/13)	2,200.00
06-Nov-17	Onewhero Area School - purchasing of school chemicals for community use of school pool (OTCB1711/14)	500.00
TOTAL COMMITMENTS		<u>9,121.61</u>
NET FUNDING REMAINING (Including commitments) as of 21 February 2018		<u><u>30,779.53</u></u>

Open Meeting

To	Onewhero-Tuakau Community Board
From	Tony Whittaker General Manager Strategy & Support
Date	12 February 2018
Prepared by	Lianne van den Bemd Community Development Advisor
Chief Executive Approved	Y
Reference#	CDR0502 / 1901614
Report Title	Application for Funding – Pukekawa Pony Club

I. EXECUTIVE SUMMARY

The purpose of this report is to present an application for funding from the Pukekawa Pony Club (“the Club”) towards the cost of purchasing two new gazebos.

2. RECOMMENDATION

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

AND THAT an allocation of \$..... is made to the **Pukekawa Pony Club** towards the cost of purchasing two new gazebos;

OR

AND THAT the request from the **Pukekawa Pony Club** towards the cost of purchasing two new gazebos is declined / deferred until for the following reasons:

3. BACKGROUND

The Pukekawa Pony Club wishes to purchase two new gazebos.

The gazebos will be used to promote Club’s activities and provide shelter from the weather for its members throughout the pony club season.

The Club currently has 16 members for the 2017/2018 season. The club is open to members from the age of 5-25 Years.

The Club is currently held at the Caldwell family farm in Glen Murray the first three Fridays of every month.

In addition to Friday nights the Club members participate in events hosted by surrounding clubs in nearby regions.

The Club host an annual quiz night and other fundraising events which are well supported and enjoyed by local residents.

4. OPTIONS CONSIDERED

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

5. FINANCIAL

Funding is available to allocate for the year.

The project is noted to cost \$3,617.78. The Pukekawa Pony Club is seeking funding of \$3,617.78 towards the cost of purchasing two new gazebos.

GST Registered	No
Set of Accounts supplied	Yes
Previous funding has been received by this organisation	No

6. POLICY

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

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

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

7. CONCLUSION

Consideration by the Board is required with regard to this funding request.

8. ATTACHMENTS

Application for Funding – Pukekawa Pony Club



12

2 FEB 2013

Time: 4pm Initials: AS
TUAKAU



DISCRETIONARY FUNDING APPLICATION FORM

Important notes for applicant:

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

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

Discretionary and Funding Committee



Project



Event

OR

Community Board / Committee Discretionary Fund

Raglan



Taupiri



Onewhero-Tuakau



Ngaruawahia



Huntly



Te Kauwhata



Meremere



Section I - Your details

Name of organisation

Pukekawa pony club.

What is your organisation's purpose?

To develop and promote equestrian training / coaching and equine involvement within the Pukekawa community.

Address: (Postal)

5158 Highway 22
PO1 Tuakau 2696

Address: (Physical if different from above)

Contact name, phone number/s and email address

Kate Horsfall
021 323 576 kate@cubed3.co.nz

Charities Commission Number: (If you have one)

N/A

Are you GST registered? No Yes GST Number / /

Bank account details 06,0469,0021802,000

Bank ANZ Branch Tuakau

The following documentation is required in support of your application:

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

** To be Supplied
on Wednesday
7th February
2018.*

Section 2 – Community wellbeing and outcomes

Which community wellbeing will your project contribute to?

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

Social Economic Cultural Environmental

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

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

Accessible Safe Sustainable Healthy Vibrant

Section 3 – Your event/project

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

*purchase 2x Gazebos to be used to
promote the club and provide much
needed weather protection for members
and volunteers.*

Who is involved in your event / project?

putekawa pony club members & families.

How many volunteers are involved?

20.

What other groups are involved in the project?

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

*putekawa pony club members will be able
to participate in more community events.*

Section 4 – Funding requirements

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

Please complete all of the following sections	GST Inclusive Costs (use this column if you are not GST registered)	GST Exclusive Costs (use this column if you are GST registered)
TOTAL COST OF THE PROJECT/EVENT	\$ 3617.78	\$
Existing funds available for the project Total A Include any projected income i.e. ticket sales, merchandise etc.	\$	\$

Funding being sought from Waikato District Council

Project Breakdown (itemised costs of funding being sought) If there is insufficient space below please provide a breakdown of costs on an additional sheet.	\$	
Blackhawk Gazebo x 2	\$ 3617.78	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
Total Funds being sought from WDC Total B	\$ 3617.78	\$

Has funding been sought from other funders? Yes No
If 'Yes', please list the funding organisation(s) and the amount of funding sought

a)	\$ _____	\$ _____
b)	\$ _____	\$ _____
c)	\$ _____	\$ _____
d)	\$ _____	\$ _____
Total of other funds being sought Total C	\$ _____	\$ _____

Total Funding Applied for (Add totals A, B, and C together to make Total D) Total D	\$ 3617.78	\$
Note : This total should equal the Total Cost of the Project/Event		

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

Section 5 – Previous Funding Received from Waikato District Council

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

What Board/ Committee	Type of Project/Event	Date recieved	Amount

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

I confirm that an accountability statement has been completed and returned

Signed: Musell Name: Kate Horsfall

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

Signature: P.P. Musell Date: 02-02-2018

Position in organisation (tick which applies) Chairman Secretary Treasurer

Signature: P.P. Musell Date: 02-02-2018

Position in organisation (tick which applies) Chairman Secretary Treasurer

Checklist

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

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

Items Required	Enclosed ✓
Read and understood the guidelines for funding applications document	✓
Discussed your application with the Waikato District Council community development co-ordinator	N/A.
Nominated the fund you are applying for	✓
Completed Section 1 – Your details	✓
Enclosed a full copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club	7-2-2018
Enclosed an encoded deposit slip to enable direct credit of any grant payment made	7-2-2018
Enclosed a copy of any documentation verifying your organisations legal status	7-2-2018
Completed Section 2 - community wellbeing and outcomes	✓
Completed Section 3 – details of your event/project	✓
Completed Section 4 – Funding requirements – Budget and quotes need to match. Include copies of written quotes.	✓
Completed Section 5 where funding has been received in the previous 2 years	N/A.
Obtained two signatures on your application	7-2-2018

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

Checklist

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

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

Items Required	Enclosed ✓
Read and understood the guidelines for funding applications document	✓
Discussed your application with the Waikato District Council community development co-ordinator	N/A.
Nominated the fund you are applying for	✓
Completed Section 1 – Your details	✓
Enclosed a full copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club	7-2-2018
Enclosed an encoded deposit slip to enable direct credit of any grant payment made	7-2-2018
Enclosed a copy of any documentation verifying your organisations legal status	7-2-2018
Completed Section 2 - community wellbeing and outcomes	✓
Completed Section 3 – details of your event/project	✓
Completed Section 4 – Funding requirements – Budget and quotes need to match. Include copies of written quotes.	✓
Completed Section 5 where funding has been received in the previous 2 years	N/A.
Obtained two signatures on your application	7-2-2018

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



FROM
 Beth A
 Blackhawk Gazebo
 94 Sunnybrae road
 Hillcrest
 North Shore, Auckland
www.blackhawks.co.nz

PHONE
 09-4431630

GST NUMBER
 99-932-473

FOR
 Pukekawa Pony Club
 TO
 Kate

QUOTE NUMBER
 5700
 DATE
 January 31, 2018
 VALID UNTIL
 April 1, 2018 at 11:47am

Blackhawk Gazebo Quote for Pukekawa Pony Club

3m x 3m Max + Alloy - Impact Print Option WAS \$1459

1,359.00
 x 2
 2,718.00

INCLUDES

- 3m MAX + Alloy Frame
- 3m Canopy - Full Canopy Printing
- Set Of Pegs / Guide Ropes
- Carry Bag
- URBAN SHIPPING



RURAL SHIPPING CHARGE

44.89
 x 2
 89.78

515B Highway 22
 RD1
 Pukekawa 2696

3m Half walls

Includes

1 x 3m Half wall

1 x Bar & attachments

135.00

x 6

810.00



Standard Colour			
WHITE	BLACK	GREY	BLUE
C 05 M 02 Y 00 K 00	C 55 M 55 Y 55 K 100	C 44 M 00 Y 11 K 21	C 100 M 72 Y 00 K 18

GST 15%

471.88

Total NZD including GST

\$3,617.78

Questions & Answers



Kate January 31, 2018 at 12:10pm [Edit](#)

can you please include Rural delivery to Pukekawa Waikato



Beth A January 31, 2018 at 12:30pm

Hi Kate

Would need the address please to get quote from courier company and then can update quote



Kate January 31, 2018 at 1:29pm [Edit](#)

515B Highway 22

RD1

Pukekawa 2696



Beth A January 31, 2018 at 2:00pm

Great - quote updated fro you for rural shipping charges to supplied address

Open Meeting

To	Onewhero-Tuakau Community Board
From	Tony Whittaker General Manager Strategy & Support
Date	19 February 2018
Prepared by	Shannon Kelly Youth Engagement Advisor
Chief Executive Approved	Y
Reference #	GOV0514 / 1901591
Report Title	Youth Engagement Update

I. EXECUTIVE SUMMARY

The purpose of this report is to provide the Onewhero-Tuakau Community Board with an update of recent youth engagement activities in Onewhero and Tuakau.

2. RECOMMENDATION

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

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

3. UPDATE

Councillor Jacqui Church and Council's Youth Engagement Advisor met in February to discuss sustainable youth engagement in Onewhero and Tuakau, and how we could engage a youth representative for the Onewhero-Tuakau Community Board. Conversations suggested that a better structure was required to make youth engagement more sustainable.

The Youth Engagement Advisor would like the Board to share its answers to the following questions:

- Do you as an individual board member have an interest to have young people on your community board? Why/why not?
- Have you heard from, or spoken to your community about having a young person on your community board? Does your community want a youth voice on the Board?
- Are you willing to take responsibility (either personally or as a group) to recruit, retain, and mentor young people as youth representatives for your community board?

These answers will help us determine the level of support the Onewhero-Tuakau Community Board may require regarding sustainable youth engagement.

Onewhero Area School has made contact with Council staff regarding continuity of the Onewhero Youth Action Group. This matter will need to be considered when discussing the recruitment of young people onto the Board.

As a result of the Govern Up project and the review of Council's Youth Engagement Plan, the Youth Engagement Advisor is currently developing a draft youth strategy to better respond to the needs of young people and community boards and committees across diverse communities within the Waikato District whilst aligning with Council's long term engagement objectives. A draft will be made available to community boards for comment before the strategy is finalised in mid-2018.

4. ATTACHMENTS

NIL

Open Meeting

To	Onewhero-Tuakau Community Board
From	Sue O’Gorman General Manager Customer Support
Prepared By	Evonne Miller PA General Manager Customer Support
Date	23 February 2018
Chief Executive Approved	Y
Reference/Doc Set #	GOV0514
Report Title	Onewhero-Tuakau Works & Issues Report – March 2018

1. EXECUTIVE SUMMARY

To update the Board on issues arising from the previous meeting.

2. RECOMMENDATION

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

3. ATTACHMENTS

N/A

Issues Report - Status of Item Raised at Previous Meeting

Date	Issue	Assign to	Response
1.	Positioning of new toilets in Tuakau	Service Delivery/ Jacki R.	<p><u>August</u> Options for siting of new toilets in Tuakau are being prepared and once completed will be distributed to the Board for discussion.</p> <p><u>September</u> Minor repairs to the George Street toilets will be undertaken within the next few months as staff continue to work through appropriate placement of new toilets for Tuakau. There is a study being undertaken on northern Council facilities, which talks to a possible new library and Council office of which new public toilets could be accommodated - the study is not yet complete with any outcome being included in the LTP. The proposed repairs will extend the life of the current toilet facility.</p> <p><u>October</u> Project is in the initial planning phase with a scope of works currently being developed. Time lines are not yet available. The Community Board will be updated with work schedules as they become available.</p> <p><u>November</u> No updates at this stage.</p> <p><u>February 2018</u> Some options were discussed in a workshop.</p> <p><u>March</u> Sue/Eve will set up a site visit with Service Delivery and the Board to walk around and discuss the toilets, garden and bollards.</p>
2.	BMX Track at the Onewhero Domain	Service Delivery/ Grant S.	<p><u>August</u> A site meeting has been undertake with John Mitchell from the Onewhero Reserves Committee group and James Muir who is a local volunteer and has experience in earthworks construction. James is going to provide a concept plan and relevant specifications of the size and layout of a track. A potential location within the Domain has been identified.</p>

Date	Issue	Assign to	Response
	<p><u>March</u> How have you responded to the Domain Board, update please.</p>		<p><u>September</u> Staff are waiting to receive the concept plan from the Onewhero Domain Board. As soon as staff have received the concept plan, confirmation on timelines can be provided to the Board.</p> <p><u>October</u> Have there been any updated from the Onewhero Domain Board?</p> <ul style="list-style-type: none"> • Not as yet. <p><u>November</u> There is no further update at this stage. Staff have not received any further information from the Onewhero Domain Board.</p> <p><u>February 2018</u> Staff have reviewed BMX proposal and are in the process of responding to the Onewhero Domain Board.</p> <p><u>March</u> Staff will meet with the Board by the end of March to discuss the proposal.</p>
3.	<p>Welcome to Tuakau sign on Council land at corner of George and Liverpool Streets.</p>	Shaun Jackson	<p><u>August</u> Council have received the required paperwork from the Taukau Placemaking group. Council's Placemaking Team are now working through the consent process.</p> <p><u>September</u> Good progress is being made to gain permission for the long term use of the land for carpark usage and installation of new signage. The OTCB Deputy Chair has been kept up to date as the project has progressed by Council's Placemaking Team.</p> <p><u>October</u> Staff are awaiting an indication from Counties Power about connecting lighting to the street lighting network. Staff are also seeking final permissions to proceed with the proposal. Staff will update Community Board with further information when it is available.</p> <p><u>November</u> Counties Power contacted staff to work through the process of connecting lighting to the street lighting network. Staff have referred this onto Shaun</p>

Date	Issue	Assign to	Response
	<p>Shaun Jackson, advised the artist (Nuku?) is commencing work after Christmas</p>		<p>Jackson from the Placemaking Group to work directly with Counties Power.</p> <p><u>March</u> Shaun to update the Board at the meeting.</p>
4.	<p>Request for safety assessment at Harrisville School by WDC road safety person.</p> <p><u>March</u> What will be the timeframe around delivery?</p>	<p>Service Delivery/ Gareth B</p>	<p><u>August</u> This request has been passed on to Council's Road Safety Engineer.</p> <p><u>September</u> The Roothing Safety Engineer has met with the School Principal and the issue is under investigation. A site inspection (vehicle observations, speed checks and pedestrian counts) is planned for 19/9/2017, followed by a meeting with the school board.</p> <p><u>October</u> Road Safety Engineer has completed investigation and found speed outside the school to be elevated, ad-hoc parking on the road corridor from parents, lack of "visible presence" of the school to road users. Road Safety Engineer has made a first stage list of improvements to manage speed near the school and bring awareness of school activity to the road user, these include relocation of school zone signage, reduction in curve advisory speed adjacent to school, improved road marking within the "school zone" including red pavement threshold markings at each end. Further investigation of on-site parking is to be considered at another stage as it will require consultation with the school board for on-site parking improvements and education to parents when collecting children.</p> <p><u>November</u> With Alliance Designers and construction programming.</p> <p>Initial Design in progress. Programming to be agreed with Gareth Bellamy, Roothing Safety Engineer after review of Design.</p> <p><u>February 2018</u> Design will be complete in January.</p> <p><u>March</u> Design completed, sent to school for commentary. Safety Engineer attended the school board meeting (21/2/2018) to give a presentation of the proposed works.</p>

Date	Issue	Assign to	Response
			The design was endorsed by the board. Project is now with Alliance for implementation and works programming.
5. 11/10/17	Highway 22 on the north side of the microwave station there is slip on the north side of the road which has dropped significantly in the last 2 days. Only 1 cone, no signs, very dangerous as the road is so narrow.	Service Delivery	<p>October Service request RDG01157/18 - Temporary Traffic Management to be installed on October 26th. The under slip repair will be programmed this week with an anticipated date of completion before mid-December.</p> <p>November The slip is still being monitored. Additional Traffic Management measures have been taken to ensure public safety. At this stage for the pavement fix, still on-track for completion mid- December, weather permitting.</p> <p>CLOSED</p>
6. 6/11/2017	<p>Tuakau George Street maintenance, cleaning and weeding – concern that service levels are not being met, e.g. long grass, weeds. A service request has been raised (by Shaun Jackson), PRK0549/18, but nothing seem anything to have been done.</p> <p>March The street has not been visibly cleaned and the weeds are still there. The Board want to know what the schedule is what was done and when they did it? Can you please call Shaun Jackson 021733059?</p>	Service Delivery/ Parks, Reserves & Facilities	<p>Weed spraying is complete.</p> <p>Normal maintenance including street steam cleaning is programmed every 6 months.</p> <p>March Bollard removal priced, weed spraying scheduled. Works to be completed by the end of March.</p>
7. 06/11/2017	<p>Dominion Road & Ryders Rd road names were taken down when street lighting was being completed. Shaun Jackson has these in his garage for security reasons. Shaun raised a service request to have them put back up - RDG01198/18, update please?</p> <p>March Has this sign been installed?</p>	Service Delivery - Alliance	<p>The Dominion Road sign installation has been scheduled and will be installed by 9 February 2018.</p> <p>March Sign installed.</p>

Date	Issue	Assign to	Response
8. 04/12/2017	<p>Les Batkin Reserve waste management</p> <p>There does not appear to be a sufficient number of bins, can we please check how many bins and how often they are emptied? Suggestion from Board potentially need increase in collection over summer.</p> <p>March What was the outcome of the increased emptying over summer months?</p>	Service Delivery	<p>Three bins are located within the reserve and are emptied four times per week during the summer months and twice during the winter months.</p> <p>City Care monitors the amount (tonnage) of rubbish removed from the park bins and informs staff of issues. Staff will further investigate whether increased emptying is required over the summer months.</p> <p>March There was no increase in the amount of waste over summer. All bins were emptied on a daily basis over December and January.</p>
9. 17/01/2018	<p>Youth Centre</p> <p>March Discussed with the Board at February meeting they are after a couple of glass windows and a roller door and potentially a deck out he front and would be interested in making it a place making exercise. Just need approval. Sue will speak to the building team. Service Delivery Strategy & Support can give some feedback.</p>	<p>Service Delivery</p> <p>Strategy & Support</p> <p>Customer Support</p>	<p>The Youth Centre is looking for more space and was wondering about covering in the verandah. Discussion is required around the Lightbody Reserve – use of current facilities, is there an option to sell some of the property and to use the money to upgrade the facilities etc.</p> <p>March Staff will look at what options are available and will report back on what those might be to the April meeting. This potentially doesn't need a building consent from initial conversations as we are not increasing the roof area. We will confirm once final plans are available.</p>
10.	<p>Waikaretu Rd there is a tarseal drop off, if approached at speed is dangerous and it is 5km from the port heading south to Waikaretu –contact Bruce Cameron RDG02582/18 raised 12/2/18.</p>	Service Delivery /WDA	<p>Cyclic crew has attended the site and pre reseal repairs are scheduled. Works to be completed by the end of March.</p>
11.	<p>Onwhero Domain freedom camping: Septic tank/ & rubbish bins overflows.</p>	Service Delivery	<p>Bruce has asked the Rugby Club for a report on the extent of these issues. Service Delivery is currently looking into short and long term options to mitigate effects. Sue will give a verbal update on this at the meeting.</p>