

Agenda for a meeting of the Onewhero-Tuakau Community Board to be held in the Rugby Clubrooms, 11 Hall Road, Onewhero on **TUESDAY 5 JUNE 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**
Meeting held on Monday 7 May 2018 2
5. **REPORTS**
 - 5.1 Public Forum
 - 5.2 Sport Waikato Update 7
 - 5.3 Discretionary Fund Report to 23 May 2018 8
 - 5.4 Onewhero-Tuakau Works & Issues Report – June 2018 10
 - 5.5 Long Term Plan Update Verbal
 - 5.6 Chairperson's Report Verbal
 - 5.7 Councillors' and Community Board Members' Report Verbal

GJ Ion
CHIEF EXECUTIVE

Open Meeting

To	Onewhero-Tuakau Community Board
From	Gavin Ion Chief Executive
Date	9 May 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 7 May 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Onewhero-Tuakau Community Board held on Monday 7 May 2018 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

OTCB minutes 7 May 2018

MINUTES of a meeting of the Onewhero-Tuakau Community Board held in the Board Room, Tuakau Memorial Hall, George Street, Tuakau on **MONDAY 7 MAY 2018** commencing at **7.00pm**.

Present:

Mr B Cameron (Chairperson)
Cr J Church
Mr S Jackson
Mr L Petersen
Mr V Reeve
Mrs B Watson

Attending:

Mr I Cathcart (General Manager Service Delivery)
Mrs S O’Gorman (General Manager Customer Support)
Mrs LM Wainwright (Committee Secretary)
Mr V Ramduny (Planning & Strategy Manager)
Mrs S Kelly (District Plan Administrator)
Senior Sergeant S Richards (NZ Police)
Mrs A Anderson (OSPA)
Ms S Devlin (OSPA)
Mr J Marconi (Sport Waikato)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr Cameron/Cr Church)

THAT an apology be received from Cr Main and Ms Conroy.

CARRIED on the voices

OTCBI805/01

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 7 May 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 5.2 [*Police Update Report*] being considered the first item and that other items be considered as appropriate during the course of the meeting.

CARRIED on the voices

OTCBI805/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Mr Cameron/Mrs Watson)

THAT the minutes of a meeting of the Onewhero-Tuakau Community Board held on Monday 16 April 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

OTCBI805/03

REPORTS

Police Report Update
Agenda Item 5.2

The report was received [*OTCBI805/02 refers*] and discussion was held.

Senior Sergeant Richards gave a verbal update and answered questions of the Board.

Public Forum
Agenda Item 5.1

The following items were discussed at the public forum:

- Promotion of drinking fountains in open/public spaces
- Funding applications.

Onewhero-Tuakau Works & Issues Report – May 2018
Agenda Item 5.8

The report was received [*OTCBI805/02 refers*] and discussion was held.

The Planning & Strategy Manager gave a verbal update on the District Plan process and answered questions of the Board.

The General Manager Customer Support and General Manager Service Delivery gave verbal updates and answered questions of the Board.

Discretionary Fund Report to 24 April 2018

Agenda Item 5.3

The report was received [*OTCBI805/02 refers*] and discussion was held.

Resolved: (Cr Church/Mr Jackson)

THAT the Onewhero-Tuakau Community Board approve reimbursement of \$80.00 from the chair's discretionary fund to Mr Cameron for Hell's Pizza.

CARRIED on the voices

OTCBI805/04

Application for Funding – Onewhero Society of Performing Arts Inc.

Agenda Item 5.4

The report was received [*OTCBI805/02 refers*] and discussion was held.

Mrs Anderson and Ms Devlin gave a verbal presentation and answered questions of the Board.

Resolved: (Mr Reeve/Mr Petersen)

THAT an allocation of \$2,500.00 is made to the Onewhero Society of Performing Arts Inc. towards the cost of purchasing a new projector.

CARRIED on the voices

OTCBI805/05

Sport Waikato Update

Agenda Item 5.5

The report was received [*OTCBI805/02 refers*] and discussion was held.

Mr Marconi gave a verbal presentation and answered questions of the Board.

Consultation on Proposed Waste Management and Minimisation Plan 2018-2024

Agenda Item 5.6

The report was received [*OTCBI805/02 refers*] and discussion was held.

The General Manager Service Delivery gave a verbal update and answered questions of the Board.

Youth Engagement Update May 2018
Agenda Item 5.7

The report was received [OTCB/805/02 refers] and discussion was held.

Year to Date Service Request Report
Agenda Item 5.9

The report was received [OTCB/805/02 refers] and discussion was held.

Long Term Plan Update
Agenda Item 5.10

The General Manager Customer Support gave a verbal update and answered questions of the Board.

Chairperson’s Report
Agenda Item 5.11

The chairperson gave a verbal report on the success of the ANZAC Day Service in Tuakau and thanked all those that had assisted.

Councillors’ and Community Board Members’ Report
Agenda Item 5.12

Verbal reports were received on the following items:

- Tuakau Skatepark
- Cycleways
- Development Contributions Policy – Board to make a submission

There being no further business the meeting was declared closed at 10.05pm.

Minutes approved and confirmed this _____ day of _____ 2018.

BB Cameron
CHAIRPERSON

Open Meeting

To	Onewhero-Tuakau Community Board
From	Sue O’Gorman General Manager Customer Support
Date	24 May 2018
Prepared by	Lynette Wainwright Committee Support
Chief Executive Approved	Y
Reference #	GOV0514
Report Title	Sport Waikato Update

1. EXECUTIVE SUMMARY

To advise members that Mr Jason Marconi, representative from Sport Waikato, will be in attendance at the Community Board meeting.

2. RECOMMENDATION

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

Open Meeting

To	Onewhero-Tuakau Community Board
From	Tony Whittaker General Manager Strategy & Support
Date	23 May 2018
Prepared by	Julienne Calambuhay Management Accountant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0514
Report Title	Discretionary Fund Report to 23 May 2018

1. EXECUTIVE SUMMARY

To update the Board on the Discretionary Fund Report to 23 May 2018.

2. RECOMMENDATION

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

3. ATTACHMENTS

Discretionary Fund Report to 23 May 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>57,393.44</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
14-Mar-18	L Petersen - ANZAC music CD cost		13.04
14-Mar-18	Tuakau & Districts Development Association - towards Christmas Meet & Greet		100.00
17-Apr-18	B Watson - reimbursement for Anzac Day expenses		600.00
Total Expenditure			<u>18,205.34</u>
Net Funding (Excluding commitments)			<u>39,188.10</u>

COMMITMENTS:

01-Jul-15	Allocated amount to the Chair to purchase misc. items (balance from 30/6/2015)	301.81	
	Less : Expenses	<u>119.48</u>	182.33
01-Sep-14	Contribution towards placemaking project (OTCB1409/06/2)	6,000.00	
	Less : Expenses	<u>1,500.00</u>	4,500.00
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
05-Mar-18	Pukekawa Pony Club - cost of purchasing new gazebos (OTCB1803/06)		500.00
07-May-18	Mr Cameron - reimbursement for Hell's Pizza (OTCB1805/04)		80.00
07-May-18	Onewhero Society of Performing Arts Inc - purchasing a new projector (OTCB1805/05)		2,500.00
Total Commitments			<u>11,475.43</u>
NET FUNDING REMAINING (Including commitments) as of 23 May 2018			<u>27,712.67</u>

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	24 May 2018
Chief Executive Approved	Y
Reference/Doc Set #	GOV0514
Report Title	Onewhero-Tuakau Works & Issues Report – June 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.

Issues Report - Status of Item Raised at Previous Meeting

Date	Issue	Assign to	Response
1.	Positioning of new toilets in Tuakau	Service Delivery/ Parks, Reserves & Facilities	<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 continues 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> <p><u>April</u> Board visit completed, action plan being developed.</p> <p><u>May</u> Verbal update at meeting from Sue.</p>

Date	Issue	Assign to	Response
2.	<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?</p>	Service Delivery	<p>Weed spraying is complete. 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> <p>April Board visit completed, action plan being developed.</p> <p>May <u>Gardens</u> Purchasing of garden plants will happen shortly and the programme for the winter facelift will happen over the winter planting period.</p> <p><u>Bollard Removal</u> A Bollard Removal/Bin Upgrade proposal will be completed next week. Rough Order Cost is \$16K. Budgets are to be finalised in coming weeks. We can then confirm what assistance we require from the community.</p> <p><u>Slippery Pavers</u> Most quotes to restore the pavers are very high. We have sourced a reasonably priced alternative treatment and will trial a small area in April.</p> <p>We have now undertaken two trials of a product to clean the pavers on the main street in Tuakau over the past three weeks. The first trial came back successful where the second trial has only been laid down (outside the fish & chip shop).</p> <p>Once we have the results on the second trial area we will then make a decision on the product. If we decide to go ahead, we will need to look at which budget the work will come out of as there is a large cost is completing the entire area of the pavers of the main street.</p> <p>June Second trial was unsuccessful. We are now trailing another product to see if we get better results. We will have a decision on this product by the end of May.</p>

Date	Issue	Assign to	Response
3. 17/01/2018	<p style="text-align: center;">Youth Centre</p> <p>The Youth Centre is looking for more space and was wondering about covering in the veranda. 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><u>March</u> Discussed with the Board at February meeting they are after a couple of glass windows and a roller door and potentially a deck out the 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><u>April</u> Board member Bronwyn Watson will supply a sketch for Service Delivery.</p> <p><u>June</u> Sue to arrange for Building Control to meet with Bronwyn on Monday or Friday afternoons 3pm to ascertain if their idea will require a consent or what the alternative might be so they can eliminate the need.</p>	Service Delivery Strategy & Support Customer Support Customer Support – Building Quality	<p><u>March</u> 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> <p><u>April</u> Bronwyn is still waiting for plan drawings to be completed.</p> <p><u>May</u> Bronwyn will supply sketch and photos to Service Delivery.</p> <p><u>June</u> David Johnstone from the Building Quality team visited Bronwyn and the Youth Centre. Re roofing comes under maintenance so no consent required, five square metres in the closed in area does not require consent and the wooden deck doesn't require a consent either. Permission will be required from Parks and Facilities.</p>
4.	Onewhero Domain freedom camping Septic tank/ & rubbish bins overflows.	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> <p><u>April</u></p>

Date	Issue	Assign to	Response
			<p>Rubbish:</p> <ul style="list-style-type: none"> • The bin emptying has been increased to once per day. • 2 x additional rubbish bins are going to be installed, Still awaiting delivery of the bins. • A set of 120L recycling bins for glass paper will be installed. Also awaiting delivery • Also looking into a small station for 2nd hand goods or items that could be sent to an op shop. As the rubbish guys have said a lot of the rubbish is pots pans, knives forks, blankets sheets. But this is just a thought at this stage. (any feedback on this idea would be appreciated) <p>Toilets & Septic:</p> <ul style="list-style-type: none"> • Toilet contractors are monitoring the septic tank and will empty it when required. • In the long term a larger septic tank may need to be installed, at this stage there is no budget to undertake this work. • Signs have been placed in each toilet with explaining what not to flush i.e. cloth or nappies. Hopefully these will help with the blockages. • The invoice for the plumber the club engaged will be reimbursed. Payment should occur on the 20th of the month. <p>May 1 of the 2 additional rubbish bins will be installed in a few weeks. A new lid for the septic tank is being constructed of concrete by N&S Contracting to be installed.</p> <p>June Sue will have an update at the meeting.</p>
5. 8/05/2018	<p>Environmental Health Service Requests Re Tuakau (page 7 on report): please give us more detail on the 12 Environmental Health Complaints?</p>	Customer Support – EH Tony Pipe	<p>The 12 events relate to 5 separate aspects of environmental health relating to 9 separate locations. The number of requests for service is not exceptional for this area given the time of the year. We see more complaints regarding noise, both party and related to other activities, such as the use of bird scarers in the growing session (as we see in 3 of the 12 requests here). Long and dry grass is often a summer issue as well. I have outlined a brief comment against each of the events below including action.</p> <ul style="list-style-type: none"> • Bird Scarer noise -(3 service requests relating to one location) guidance on operating hours provided.

Date	Issue	Assign to	Response
			<ul style="list-style-type: none"> • Noise -3 separate locations including stereo noise or use of a chainsaw. Guidance provided • Rodents – ensured area was cleared of vegetation. • Animal carcass dumped in farm drain - referred to Regional council. • Septic tank seepage - investigated but no issue found. • Toilet facilities in food premises - investigated • Long grass - communication with owner undertaken to resolve.
6. 8/05/2018	<p style="text-align: center;">Waters Service Requests</p> Please give us more detail on the 22 Drinking Water Major Leak servie requests		<ul style="list-style-type: none"> • For the Committee’s information, a major leak is any leak, where the flow is deemed by the caller to be greater than a hose tap on full. • The figures given in the report are for the whole district not just Tuakau. • For the same period in past years totals have been 2016=28 and 2017=11.

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Number of complaints per 1000 connections	1.53	1.19	1.95	4.67																																																																																									
The number of complaints per month for the Urgent call outs Categories No Water and Major Leak where Private/WDC = WDC and Fault or Unplanned = Yes	Jan 2018	Feb 2018	Mar 2018	Total																																																																																									
☑ Drinking Water Major Leak	8	11	3	22																																																																																									
☑ No Drinking Water	10	6	7	23																																																																																									
☐ Number of Service Requests	18	17	10	45																																																																																									
The number of complaints per month for the Non-Urgent call outs Categories Minor Leak, Quantity/Pressure, Non Urgent Safety where Private/WDC = WDC and Fault or Unplanned = Yes or category is Fix Toby and Enquiry/Complaint = Complaint	Jan 2018	Feb 2018	Mar 2018	Total																																																																																									
☑ 3 Waters Safety Complaint - Non Urgent	1			1																																																																																									
☑ Drinking Water minor leak	39	20	25	84																																																																																									
☑ Drinking Water Quantity/Pressure	5	1	4	10																																																																																									
☑ Fix Water Toby	7	6	7	20																																																																																									
☐ Number of Service Requests	52	27	36	115																																																																																									
7. 8/05/2018	<p align="center">Roading CRMS</p> <p>Re Tuakau (page 8 on report) there are 40 New Vehicle Entrance Requests, this is not consistent with the amount of building going on in Onewhero/Tuakau? Does this include Pokeno?</p>		<p>The 40 vehicle entranceways approved the majority are in Pokeno.</p> <p>88 Entranceways have been approved in the Roothing section for 2018.</p>																																																																																										

Date	Issue	Assign to	Response
8. 8/05/2018	<p style="text-align: center;">Traffic Signs</p> What was the cost of the traffic signs that we are putting in at Harrisville Road (safety signage near school) as the Board would like to put something similar up at Te Kohanga – Board to pay for this out of discretionary funds – but could we get the Alliance to consider if a small amount?	Service Delivery - Roading	Sue to update at meeting.