

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 **11 SEPTEMBER 2018** 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

Representatives from St John will be in attendance to present item 5.1.

3. DISCLOSURES OF INTEREST

4. CONFIRMATION OF MINUTES

Meeting held on Tuesday 14 August 2018 2

5. REPORTS

5.1	St John, Ngaruawahia Presentation	Verbal
5.2	Discretionary Fund Report to 29 August 2018	8
5.3	Ngaruawahia Works and Issues Report	10
5.4	Ngaruawahia Community Board Resolution/Action Register	13
5.5	Public Forum	Verbal
5.6	Chairperson's Report	Verbal
5.7	Councillors' Report	Verbal
5.8	Community Board Members' Report	Verbal

GJ Ion
CHIEF EXECUTIVE

Open Meeting

To	Ngaruawahia Community Board
From	Gavin Ion Chief Executive
Date	17 August 2018
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	Gov0508
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 14 August 2018.

2. RECOMMENDATION

THAT the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 14 August 2018 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 14 AUGUST 2018** commencing at **6.15pm**

Present:

Mr J Whetu (Chair)
Cr JM Gibb
Cr E Patterson
Ms W Diamond
Ms R Kirkwood
Ms K Morgan
Mr BJ Sherson
Ms J Stevens

Attending:

Mr GJ Ion (Chief Executive)
Mrs W Wright (Committee Secretary)
1 Member of Staff Donna Rawlings)
Mr G Bellamy (Safety Engineer – Roading)
Ms S Frederick (Project Coordinator)
3 Members of the public

APOLOGIES AND LEAVE OF ABSENCE

All members were present.

It was noted that Cory Newport was unable to attend this meeting.

The Board would like to acknowledge Mr Doug Vowles who was very much a Community Leader in Ngaruawahia. The members would like to note their sadness at the hearing of Mr Vowles' passing last month.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Whetu/Ms Morgan)

THAT the agenda for a meeting of the Ngaruawahia Community Board held on Tuesday 14 August 2018 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED on the voices

NCBI808/01

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Mr Whetu/Ms Diamond)

THAT the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 8 May 2018 be confirmed as a true and correct record of that meeting;

AND THAT it was noted that the meeting of the Ngaruawahia Community Board held on Tuesday 12 June lapsed owing to a lack of quorum.

CARRIED on the voices

NCBI808/02

REPORTSYouth Engagement Update June 2018

Agenda Item 5.1

The report was received [*NCBI808/02 refers*] and discussion was held.

Discretionary Fund Report to 31 July 2018

Agenda Item 5.2

The report was received [*NCBI808/02 refers*] and discussion was held.

Revised Discretionary Grants Policy

Agenda Item 5.3

The report was received [*NCBI808/02 refers*] and discussion was held.

Resolved: (Cr Gibb/Mr Whetu)

THAT the Ngaruawahia Community Board applies the revised Discretionary Grants Policy with immediate effect.

CARRIED on the voices

NCBI808/03

Speed Limit Bylaw Changes 2018

Agenda Item 5.4

The report was received [*NCBI808/02 refers*] and discussion was held. The Safety Engineer – Roading answered questions from the Board.

Ngaruawahia War Memorial Hall Upgrade Update
Agenda Item 5.5

The report was received [NCB1808/02 refers] and discussion was held. The Project Coordinator answered questions from the Board.

Options Report - Point Reserve Playground Renewal
Agenda Item 5.6

The report was received [NCB1808/02 refers] and discussion was held.

Year to Date Service Request Report
Agenda Item 5.7

The report was received [NCB1808/02 refers] and discussion was held.

Ngaruawahia Community Board Resolution/Action Register
Agenda Item 5.8

The report was received [NCB1808/02 refers] and discussion was held.

Ngaruawahia Works and Issues Report
Agenda Item 5.9

The report was received [NCB1808/02 refers] and discussion was held.

The following additional items were discussed:

- #1 - Patterson Park to be moved to Action/Resolution Register

Public Forum
Agenda Item 5.10

The following items were discussed at the public forum:

- Playground Strategy – ability for children of all needs/children with disabilities to be taken into consideration
- Hall Strategy – update given by Councillors.

Chairperson's Report
Agenda Item 5.11

The Chair gave a verbal report and answered questions of the Board.

Councillors' Report
Agenda Item 5.12

Crs Gibb and Patterson gave a verbal overview on current Council issues.

Community Board Members' Report
Agenda Item 5.13

Members provided a verbal report on the following issues:

- Serious flooding around Ngaruawahia [Cr Patterson to raise CRM]
- New subdivision up River Road; now flooded [Cr Patterson provided update]
- Open Up Ngaruawahia's newly elected committee is undertaking a bike stand-project [Chair to provide a report to the next meeting]
- Homeless problem in Ngaruawahia to be discussed with the Police [Cr Gibb to take it up during her meeting in the week]
- Ultrafast installation issues [Cr Patterson to contact original provider]

There being no further business the meeting was declared closed at 8.02pm.

Minutes approved and confirmed this day of 2018.

J Whetu
CHAIRPERSON

Open Meeting

To	Ngaruawahia Community Board
From	James Whetu Chair Ngaruawahia Community Board
Date	27 August 2018
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV0508
Report Title	St John, Ngaruawahia

1. EXECUTIVE SUMMARY

To advise that St John Ngaruawahia will be in attendance with a presentation to the Ngaruawahia Community Board on the night.

2. RECOMMENDATION

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

3. ATTACHMENTS

n/a

Open Meeting

To	Ngaruawahia Community Board
From	Tony Whittaker Chief Operating Officer
Date	29 August 2018
Prepared by	Julienne Calambuhay Management Accountant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0508
Report Title	Discretionary Fund Report to 29 August 2018

1. EXECUTIVE SUMMARY

To update the Board on the Discretionary Fund Report to 29 August 2018.

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received.

3. ATTACHMENTS

Discretionary Fund Report to 29 August 2018

NGARUAWAHIA COMMUNITY BOARD DISCRETIONARY FUND 2018/2019

			GL 1.205.1704
2018/19 Annual Plan			20,999.00
Carry forward from 2017/18			35,234.00
			<u>56,233.00</u>
Total Funding			<u>56,233.00</u>
Expenditure			
Total Expenditure			<u>-</u>
Income			
Total Income			<u>-</u>
Net Expenditure			<u>-</u>
Net Funding Remaining (Excluding commitments)			<u>56,233.00</u>
Commitments			
09-Sep-14	Commitment for information signage boards	NCB1409/06/2	5,000.00
14-Jun-16	Te Mana o Te Rangi Reserve	NCB1606/06/1	8,000.00
14-Nov-17	Commitment towards the expenditure of maintenance for the town	NCB1711/05	1,500.00
13-Feb-18	Catering for NCB 2018 meetings (\$10 per meeting)	NCB1802/04	80.00
	Less: Expenses		40.00
			<u>40.00</u>
Total Commitments			<u>14,540.00</u>
Net Funding Remaining (Including commitments) as of 29 August 2018			<u>41,693.00</u>

Open Meeting

To	Ngaruawahia Community Board
From	Gavin Ion Chief Executive
Date	September 2018
Chief Executive Approved	Y
DWS Document Set #	NCB2017; 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 Chief Executive be received.

3. ATTACHMENTS

- Issues Report

REPORT

Issue		Area	Action
I	Playground equipment at the Point	Service Delivery	<p>Given the different footprint proposed, will an archaeological survey be required?</p> <p>We need to apply for a heritage/archaeological consent, not sure what requirements of this consent will be. Standard archaeological protocol will be followed.</p> <p>Could this be revised for community use (after inspection)?</p> <p>Playgrounds have a limited life. We comply with the National Playground Standards, Council would not re-use this equipment on any Council sites for play purposes. This is because we would not be able to comply with the appropriate standards. This equipment may be used for other purposes e.g. dog agility. If the community board wishes to pursue this, we would need to know the specific circumstances and location for this.</p>

Service Delivery

Centennial Park - Toilets

Tender documents complete with Zero Harm sign off required before documents ready to go to invited tender (for construction of toilet block). Lead time generally 6-8 weeks and foundation/connections to be organised during this period.

Design required to be submitted to Community Board for approval before tendering.

A full update will be provided at the next meeting.

Open Meeting

To	Ngaruawahia Community Board
From	Gavin Ion Chief Executive
Date	September 2018
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 Chief Executive be received.

3. ATTACHMENTS

Project	Action required	Refer to	Up-dated	Action	
1	<p>Beautifying the Riverbank [NCB03/23/10]</p> <p>A pontoon on Waipa River in relation to launching canoes particularly for the Waipa School</p>	<p>Ngaruawahia Community Plan 'Clean up the river and riverbanks'. Planting on River Road side.</p> <p>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.</p>	<p>SD</p> <p>NCB</p>	<p>1 June 2017</p> <p>1 May 2017</p>	<p><i>This work has been completed.</i></p> <p><i>This project is not funded in the LTP and therefore the Community Board will need to look for other funding sources.</i></p>
2	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 help ensure that fragmentation of the rural land around Ngaruawahia township is avoided, thus providing a</i>

Project		Action required	Refer to	Up-dated	Action
					rural interface at the town's northern entrance that supports this green belt concept. District plan rules ensure residential growth occurs within defined zones.
3	Centennial Park toilet [NCB1302/06/8]	Installation of toilet	SD	1 May 2017	<p>A report is being presented to the NCB on placement of this facility. <u>February 2018</u> (Following the meeting) Project is underway, once scope is confirmed it will come back to the Ngaruawahia Community Board with an update. <u>May 2018</u> Project is underway with project manager appointed, scope is confirmed. Will go to market for a 2 pan unisex toilet (one being accessible), 2 change rooms and a storage room for the Ngaruawahia United Football club.”</p> <p><u>Following the meeting</u> Ensure design is that approved by the Community Board.</p>
4	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	<p>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. <u>August 2017</u> – this is WRC issue and can't be progressed by NCB.</p>
6	Te Mana o Te Rangi Reserve development	The beautification of the old dump site to enable recreational enjoyment and to comply with the landfill aftercare management plan.	SD	16 March 2017	Board have been through consultation and will put project forward as LTP item.

Project		Action required	Refer to	Up-dated	Action
7	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> <p><i>February 2018 – The Community Baord are encouring the Youth Group to continue with this project. Kiri Morgan has taken a lead in this space to support Cory.</i></p> <p><i>March 2018 – To recommence next year.</i></p>
8.	The Point	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.			<p><u>August 2017</u> <i>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.</i></p> <p><u>September 2017</u> <i>After looking into the leases of the occupants at The Point, and discussions with the wider Parks and Facilities unit, conversations regarding the recently commenced Reserve Management Plan process for The Point were</i></p>

Project	Action required	Refer to	Up-dated	Action
				<p>raised. The Reserve Management Plan has been out for its initial public consultation round which closed 7th July 2017. The Reserves Planner is now working through integrating the key themes from the first round and it will go out for a second round according to Strategy as soon as this has happened.</p> <p><u>November 2017</u> Until the Reserve Management Plan is finalised there will be no changes to the agreements or current occupation. The Reserve Management Plan may have effect on those occupants and it is unreasonable to expect the occupants to outlay costs with no guarantee of occupation following the Reserve Management Plan coming into effect.</p> <p>The draft Reserve Management Plan for The Point is due to be completed by the end of January 2018. It will then go out for public consultation after approval from the 2018 February Council meeting. A presentation will be made to the February Community Board meeting. Consultation would be over February-April 2018 period, review submissions in April-May, hearings if required in May, final plan will go back to Council for adoption in June-July 2018. The Board will be kept informed of progress.</p> <p><u>February 2018</u> Staff are meeting with the Chair of the Community Board this month to discuss the draft Reserve Management Plan for The Point. The process and timeframes will be agreed post this discussion to ensure the draft plan addresses the initial issues/concerns from the community.</p> <p><u>February 2018 (Following the meeting)</u> Staff met with Chair of community board to discuss initial issues/concerns and have noted these for the draft RMP. Chair has asked for the final Draft RMP to go to the community board for discussion and endorsement before it goes out for Public consultation. Staff will work with the Chair to get it on a future agenda once the final draft plan</p>

Project	Action required	Refer to	Up-dated	Action
				<p>has incorporated this initial feedback.</p> <p><u>May 2018</u> The draft RMP has been provided to the Community Board Chair and will be discussed with Councillors on 11 June.</p> <p>The draft RMP will then be presented to the Community Board at the next available opportunity.</p> <p>Board Chair does not require staff to attend.</p> <p><u>August 2018</u> Draft Reserve Management Plan was considered by the Community Board.</p>
9.	<p>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.</p>	SD		<p><u>August 2017</u> 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.</p> <p>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.</p> <p><u>September 2017</u> Photos of Patterson Park Courts received from Kiri Morgan August 23rd and awaiting a response.</p> <p><u>November 2017</u> The Long Term Plan held an allocation for the upgrade of the Ngaruawahia Netball Courts of \$180,236.</p> <p>Staff approached the project by determining what type of upgrade could be accommodated within that budget allocation.</p> <p>Staff assessed two options:</p> <p>1. Reshape and reseat court to</p>

Project	Action required	Refer to	Up-dated	Action
				<p><i>improve drainage, replace nets, hoops signs etc.</i></p> <p><i>2. Full NZ Netball specification rebuild, plus replace nets, hoops, signs etc.</i></p> <p><i>Assessment of costs for each option was completed by an external consultant. The costs for meeting NZ Netball specification was excessive and would exceed budget (est. by Waikato District Alliance is approximately \$300,000 total project cost). The cost for option one fell inside budget and was completed at a total cost of \$152,000.</i></p> <p><i>The courts have been shaped as best as possible to shed water during rainfall events. Staff will continue to inspect through rainfall events to ensure that site drainage is effective and operating as expected. Staff are also happy to meet with netball club/teams representatives and discuss options moving.</i></p> <p><i>A full copy of the consultant review and as built drawings are attached for information.</i></p> <p><i><u>December</u></i> <i>A site meeting has been organised for early December with Kiri Morgan, Mark Janssen and Tim Harty.</i></p> <p><i><u>February</u></i> <i>Mark Jansen and Jacki Remihana will be having an on-site meeting with Kiri Morgan on 13 March.</i></p> <p><i><u>May</u></i> <i>On-site meeting was held on 22 March, issues were discussed.</i></p>