

Agenda for a meeting of the Raglan Community Board to be held in the Town Hall, Supper Room, Bow Street, Raglan on **TUESDAY 12 FEBRUARY 2019** commencing at **2.00pm**.

Note: A public forum will be held at 1.30pm prior to the commencement of the meeting.

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

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

3. DISCLOSURES OF INTEREST

4. CONFIRMATION OF MINUTES

Meeting held on Tuesday 4 December 2018

3

5. SPEAKER

A representative from NZ Police will be in attendance to provide an update on the summer policing during the peak visitor season.

6. REPORTS

- | | | |
|------|---|---------------|
| 6.1 | Parking, Freedom Camping activity in Raglan over the peak summer period | 9 |
| 6.2 | Infringement Notices | <i>Verbal</i> |
| 6.3 | Raglan Works & Issues Report: Status of Items February 2019 | 11 |
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| 6.6 | Raglan Naturally Update | 34 |
| 6.7 | New Zealand Community Boards' Conference 2019 – New Plymouth | 42 |
| 6.8 | Discretionary Fund Report to 30 January 2019 | 50 |
| 6.9 | Raglan Town Hall Minutes – 15 November 2018 | 52 |
| 6.10 | Chairperson's Report | <i>Verbal</i> |

6.11 Councillor's Report

Verbal

6.12 Public Forum

Verbal

Gj Ion
CHIEF EXECUTIVE

Open Meeting

To	Raglan Community Board
From	GJ Ion Chief Executive
Date	2018
Prepared by	Rose Gray Democracy Manager
Chief Executive Approved	Y
Reference #	GOV0507
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

The minutes for a meeting of the Raglan Community Board held on Tuesday 4 December 2018 are submitted for confirmation.

2. RECOMMENDATION

THAT the minutes of a meeting of the Raglan Community Board held on Tuesday 4 December 2018 be confirmed.

3. ATTACHMENTS

Minutes

MINUTES of a meeting of the Raglan Community Board held in the Supper Room, Town Hall, Bow Street, Raglan on **TUESDAY 4 DECEMBER 2018** commencing at **2.00pm**.

Present:

Mr R MacLeod (Chairperson)
Cr LR Thomson
Mr PJ Haworth
Mrs R Kereopa
Mrs GA Parson
Mr AW Vink

Attending:

Mr TG Whittaker (Chief Operating Officer)
Mrs RJ Gray (Democracy Manager)
Ms S Marinkovich (Team Leader – Customer Focus Waikato Regional Council)
Ms S Peacocke (Marketing and Communications Rangitahi)
|| Members of the Public

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr MacLeod/Mrs Parson)

THAT an apology be received from **Mr Oosten**.

CARRIED on the voices

RCB1812/01

It was noted that the youth representatives had obtained employment over the summer vacation.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr MacLeod/Mrs Kereopa)

THAT the agenda for a meeting of the Raglan Community Board held on **Tuesday 4 December 2018** be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received;

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

- **Members' Reports.**

CARRIED on the voices

RCB1812/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Mr MacLeod/Mr Haworth)

THAT the minutes of a meeting of the Raglan Community Board held on Tuesday 13 November 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

RCB1812/03

REPORTS

Waikato Regional Council – Raglan Bus Route
Agenda Item 5.1

The report was received [*RCB1812/02 refers*].

Ms Marinkovich, representing Waikato Regional Council, provided a presentation on the Raglan Bus Route. Mr Lawson was granted speaking rights to question the timetable set by Waikato Regional Council. Route changes will be communicated to the community by a notice drop.

Road Name Changes – Sections of Opotoru Road
Agenda Item 5.2

The report was received [*RCB1812/02 refers*].

Ms Peacocke, Marketing and Communications Rangitahi, spoke on the renaming of sections of Opotoru Road to Rangitahi Road and Mara Kai Lane.

Resolved: (Mr Vink/Mr MacLeod)

THAT the Raglan Community Board endorse the following road name changes:

- **The section of Opotoru Road (southern end) from the Harbour's new bridge be renamed Rangitahi Road, and**

- **The section of Opororu Road that currently provides access to the six properties at the northern end of the peninsula be renamed Mara Kai Lane.**

CARRIED on the voices

RCB1812/04

Discretionary Fund Report to 22 November 2018
Agenda Item 5.3

The report was received [*RCB1812/02 refers*] and discussion was held.

Resolved: (Mrs Parson/Mr Haworth)

THAT the Raglan Community Board resolves to return the amount of \$120.00 currently committed to the cost of air fares to attend the Housing Symposium in Wellington to the discretionary fund.

CARRIED on the voices

RCB1812/05

Raglan Naturally Update
Agenda Item 5.4

The report was received [*RCB1812/02 refers*].

The Raglan Naturally Co-ordinator provided a verbal report with key issues as follows:

- survey had closed with approximately 300 responses towards the draft Plan
- presented to Councillors and staff
- blueprint process - continuing conversations with Council about Raglan Naturally and Blueprint process working together
- met with Aroha Hohepa at Raglan Area School and she is keen to work with Raglan Naturally next year.

Request for Schedule of Works for Raglan CBD Area
Agenda Item 5.5

The report was received [*RCB1812/02 refers*].

It was agreed that a report be provided, by the Deputy General Manager Service Delivery containing information requested to the February 2019 meeting. Mrs Parson agreed to liaise with the Deputy General Manager Service Delivery regarding the steam cleaning and the volunteers.

Raglan Works & Issues Report: Status of Items December 2018
Agenda Item 5.6

The report was received [RCB1812/02 refers].

Additional issues raised:

- Mr Young and Mr Lawson were granted speaking rights.

Mr Young spoke to his tabled letter, dated 19 November 2018, addressed to the General Manager Service Delivery and the Chair Raglan Community Board. This letter was regarding the Raglan Coastal Reserves Advisory Committee meeting. Members were given the opportunity to express their views of the situation. The Chief Operating Officer considered that legal support may be required if recommendations in the Reserves Management Committee meeting were made outside the mandate. Mr Lawson verified the comments made by Mr Young. A report will be provided to the February 2019 meeting in which Mr Averill from Opus will be invited to speak.

- Rangitahi Peninsula – the Chair to liaise with Rangitahi regarding the impact on infrastructure and updating the community.

Chairperson's Report
Agenda Item 5.7

The report was received [RCB1812/02 refers].

The members acknowledged the retirement of Rose Gray and thanked her for the support provided to the Board over the past three years.

Discussion was held on the LGNZ 2019 Best Practice Awards. It was agreed that the community board would include the Raglan Naturally Project in the application.

Resolved: (Mr MacLeod/Cr Thomson)

THAT the Community Board include the Engagement with Raglan Naturally as a project for nomination in the LGNZ Best Practice Awards.

CARRIED on the voices

RCB1812/06

Councillor's Report
Agenda Item 5.8

The report was received [RCB1812/02 refers] and discussion held.

Members' Reports

Add.Item

Town Hall Committee Meetings: Mrs Parson spoke of being a Town Hall committee member and considered the community board could support and understand depreciation better if a Council financial advisor could attend the next Town Hall Committee meeting. Also requested that the Cemetery/Halls Officer attend this meeting. Date to be provided for the February meeting.

Map of parking areas in Raglan: Mr Vink considered a map would be helpful and educational for residents and visitors identifying parking areas in Raglan to ease the problem with congestion. Ideas were discussed around where these maps could be available and it was agreed that Mr Vink would liaise with Ms Peacocke around design, printing and sponsorship.

Council's Annual Report: Mr Vink spoke to an annual report received in the mail and how well Council has done in producing this. He encourages the community to read this report and in particular the infographic information.

Public Forum

The following issues were discussed during the Public Forum held prior to the commencement of the meeting:

- Boardwalk – update provided by Cr Thomson
- Parking at the Wharf – under action by staff
- Car parking and units between Wainui Road and Stewart Street
- Concern for transport providers during Sound Splash event. Written confirmation is required for the service provided after 8pm. Cr Thomson to send the recommendation to the transport providers to allow travel to and from the site for the event.
- Food Waste – concern at \$78.32 per household. Request for staff to provide an explanation on how this figure was derived.
- Planting Papahua Block, planting schedule arranged to prevent erosion, walkways, mowing lawns, discussion on mowing to beach front, physical fences to be erected in April.

There being no further business the Chair wished everyone a Happy Christmas and good wishes for the New Year, and declared the meeting closed at 3.59pm.

Minutes approved and confirmed this day of 2019.

RJ MacLeod
CHAIRPERSON

Open Meeting

To	Raglan Community Board
From	Sue O’Gorman General Manager Customer Support
Date	30/01/2019
Prepared by	Craig Birkett
Chief Executive Approved	Y
Reference #	GOV0507
Report Title	Parking, Freedom Camping activity in Raglan over the peak summer period

1. EXECUTIVE SUMMARY

Additional parking patrols were put in place for Raglan during the month of December and January in response to issues that have been identified in the past regarding people parking contrary to the restrictions (e.g. parking on the Bow Street median, parking on yellow lines).

A total of 25 freedom camping patrols were also undertaken in Raglan during this period, visiting those areas identified as prohibited. Where a person was found breaching the bylaw an infringement or warning was issued.

The attachment provides information on the number of parking and freedom camping infringements issued between 9 December 2018 and 26 January 2019.

2. RECOMMENDATION

THAT the report from the Group Manager Customer Support be received.

3. ATTACHMENTS

Attachment A: Number of parking and Freedom Camping infringements issued for the Raglan area

Attachment A

Parking Offence	Number of infringement issued
Parked over the time limit <30 minutes	220
Parked on a broken Yellow line	156
Operated an unlicensed vehicle - parked vehicle	66
Parked over the time limit >30 min <1hr	56
Parked in a prohibited area	43
No evidence of current vehicle inspection - private vehicle	28
Parked over the time limit >1hr <2hr	28
Parked on a flush median or traffic island	22
Inconsiderate Parking	15
Parked in an area reserved for disabled persons	11
Parked over the time limit >2hr <4hr	5
Parked obstructing vehicle entrance	4
Parked a vehicle on a grass berm, ornamental verge or plot	3
Double Parked	2
Parked within 6m of an indicated bus stop	2
Parked on footpath	3

Freedom Camping Offence	Number of infringement issued
Freedom Camped in prohibited area	52
Non self-contained freedom camper	1

Open Meeting

To	Raglan Community Board
From	Tony Whittaker Chief Operating Officer
Date	30 January 2019
Prepared by	Sharlene Jenkins Executive Assistant
Chief Executive Approved	Y
DWS Document Set #	GOV0507 / 2134943
Report Title	Raglan Works & Issues Report: Status of Items February 2019

1. EXECUTIVE SUMMARY

To update the Raglan Community Board on issues arising from the previous meeting and works underway in Raglan.

2. RECOMMENDATION


THAT the report from the Chief Operating Officer be received.



3. ATTACHMENTS


1. Raglan Works & Issues Report: Status of Items February 2019
2. Raglan – Waters Performance Dashboard Report – October – November 2018
3. Raglan – Waters Performance Dashboard Report – November – December 2018
4. Minutes Raglan Coastal Reserves Advisory Committee meeting 10 December 2018
5. Project Completed – Joyce Petchell Park, Raglan – Toilet Upgrade
6. Project Completed – Cliff Street, Raglan – Toilet Upgrade
7. Project Completed – Kopua Holiday Park and Marine Parade – District Wide Pump Station and Raglan Rising Main Renewals
8. Raglan Cemetery Plot Layout Plan

RAGLAN COMMUNITY BOARD WORKS & ISSUES REGISTER – 2019

ISSUE	Area	Action	Comments
4 Wi Neera Street, Raglan Drain	Service Delivery	NOVEMBER 2017: This work is deemed to now have created a dangerous situation for both pedestrians and parked vehicles which are now pushed out into the middle of the road. The police have even commented on the poor outcome. A practical solution is required here that eliminates the public risk and vehicle risk of driving into the drain.	<p>FEBRUARY 2018: Our current view is that we have replaced the existing culverts and maintained the existing storm water channel. We do not currently have funding to undertake a capital upgrade and pipe the full length of this site as other parts of the network require the capital funding in order to reduce severe risks to motorists. There are no-parking lines in place that people are choosing to ignore, we could look to enforce this and erect additional signage.</p> <p>We could look to programme installing a culvert for the full length of the storm water channel in the new financial year.</p> <p>NOVEMBER 2018: A full survey has been undertaken and a design is currently underway and should be ready by the end of the month. There was a delay around finding funding for this project which has since been sourced.</p> <p>DECEMBER 2018: An update will be provided at the meeting.</p> <p>FEBRUARY 2019: Still on track to be completed by mid February.</p>
Raglan Cemetery Layout Plan that includes RSA Plot	Service Delivery	AUGUST 2018: The East Street, Raglan Cemetery Access is completed. Request for Raglan Cemetery Layout Plan that includes RSA Plot still outstanding from June 2018.	<p>SEPTEMBER 2018: Staff are still awaiting plans for the extension to the cemetery, which includes the RSA area, from the draftsman. The draftsman is currently on holiday and therefore the plan will not be available until the end of October.</p> <p>NOVEMBER 2018: Staff have seen the draft cemetery plan and have requested minor changes to the plan before it is to be submitted to the community board for discussion.</p> <p>DECEMBER 2018: Staff have seen, and made comment on a first and second draft, with a third iteration due from the draftsman shortly. The Open Spaces Team Leader will contact the Chair prior to the meeting to provide an update.</p> <p>FEBRUARY 2019: The latest Raglan Cemetery Plot Layout plan is attached for the Community Board's information.</p>

ISSUE	Area	Action	Comments
Removal of Titoki Trees, Bow Street, Raglan	Community Board	<p>NOVEMBER 2018: Community Board to consider the removal of Titoki trees from Bow Street.</p> <p>Reason for removal (see pics below):</p> <ul style="list-style-type: none"> ▪ Lifting of the paved path ▪ Exposed roots and lifting of garden beds ▪ Rubbing of the trees onto the building / awning <p>Titoki trees to be replaced with new garden beds and annual plants.</p>	<p>NOVEMBER 2018: Supported provided a comprehensive building plan in place.</p> <p>FEBRUARY 2019: Staff to organise replacement trees in the April / May planting season. Watching Brief.</p>
Grass Berm Mowing, Cnr James and John Streets, Raglan	Service Delivery	<p>NOVEMBER 2018: Can the triangular area on the corner of James and John Streets be added to the grass berm mowing schedule as the contour is difficult to mow.</p> 	<p>DECEMBER 2018: Staff will mow this berm again for fire risk and so owner can then maintain themselves as per the Grass Verge Policy.</p> <p>FEBRUARY 2019: Grass berm has been mowed. Community Board to schedule a workshop early 2019 to readdress grass verges.</p>
Manu Breakwater Mediation	Service Delivery	<p>NOVEMBER 2018: Noted there has been no progress reports since August / September 2017.</p>	<p>DECEMBER 2018: This matter is with Tim Clarke from Collaborative Solutions. There is no update at this stage.</p> <p>FEBRUARY 2019: Mediator has responded following the second workshop. Awaiting stakeholder response. Once received, we will look to further discussions with the Forum members around consenting requirements.</p> <p>We are liaising with eCoast to monitor and store (video) a record of the performance of the breakwater in various tides and wave conditions for future comparison, to assess the performance of any changes to be made. A 3D drone survey of the area is being carried out at extreme low tides to assess volumes for any works to be carried out, as well as to monitor erosion and effects.</p>
Parking in Raglan	Service Delivery / Customer Support	Joyce Petchell Carpark Upgrade	<p>DECEMBER 2018: Joyce Petchell Carpark is programmed to be complete by Christmas.</p> <p>FEBRUARY 2019: Construction is almost complete at the Joyce Petchell Park site at the time of writing (23 January). The toilet upgrade was complete and opened on 26 October 2018.</p>

ISSUE	Area	Action	Comments
			 <p data-bbox="1480 539 1951 563">New toilet block opened on 02 November</p> <p data-bbox="1384 584 2051 639">A drinking fountain and dog bowl has also since been installed at the park as part of these works.</p> <p data-bbox="1384 651 2051 802">The carpark upgrade awarded to Fulton Hogan, under Contract 18/077 is near completion having been sealed. The asphalt layer is to be placed in the next few days after which the marking of the carparks will be done and the project will be complete.</p>
		<p data-bbox="689 818 1357 842">Use of Dog Exercise area on Marine Parade for Boat Trailers</p>	<p data-bbox="1384 818 2051 906">DECEMBER 2018: Currently used as an off leash / free run Dog Exercise Area. However, Boat Trailers do park there. What does the Community Board suggest for this area?</p> <p data-bbox="1384 922 2051 1010">FEBRUARY 2019: Entrances to the Dog Exercise area have been installed to create extra parking for boat trailers at the request of the Community.</p> 

ISSUE	Area	Action	Comments																																																																																
		Stewart Street Carparks	 <p>DECEMBER 2018: Construction started 20 November with Fulton Hogan under Contract 18/077. Plan for completion (to chip seal level) before the Joyce Petchell Park Carpark Upgrade starts.</p> <table border="1" data-bbox="1384 694 2049 949"> <thead> <tr> <th></th> <th>Week No</th> <th>1</th> <th>2</th> <th>3</th> <th>4</th> <th>5</th> <th>6</th> </tr> <tr> <th></th> <th>Week ending</th> <th>18-Nov</th> <th>25-Nov</th> <th>2-Dec</th> <th>9-Dec</th> <th>16-Dec</th> <th>23-Dec</th> </tr> </thead> <tbody> <tr> <td colspan="8">Stewart Street Carpark</td> </tr> <tr> <td>Establishment</td> <td></td> <td>19-Nov</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Earthworks/ Drainage</td> <td></td> <td>19-Nov</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Concrete Work</td> <td></td> <td></td> <td>25-Nov</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Pavement</td> <td></td> <td></td> <td>25-Nov</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Surfacing</td> <td></td> <td></td> <td></td> <td></td> <td>13-Dec</td> <td></td> <td></td> </tr> <tr> <td>Road Marking</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Traffic Signs & Street Furniture</td> <td></td> <td></td> <td>29-Nov</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p><i>Contractors Proposed Programme</i></p> <p>Council were negotiating to build the carparks for the developer at the same time as our adjoining carparks, but the Developer felt they could do theirs at a lower cost so turned down the cost share offer. The developer will have to build their parks themselves when they do their development.</p> <p>FEBRUARY 2019: Construction of the nine carparks in front of No. 8, 10, and 12 Stewart St is nearing completion, have been sealed, and is scheduled to be asphalted and marked along with the Joyce Petchell Park carpark on Tuesday, 29 January.</p> <p>The Fire Station carpark works are complete, however Waikato Regional Council have asked minor changes to the bus stops which will be completed in the coming weeks.</p>		Week No	1	2	3	4	5	6		Week ending	18-Nov	25-Nov	2-Dec	9-Dec	16-Dec	23-Dec	Stewart Street Carpark								Establishment		19-Nov						Earthworks/ Drainage		19-Nov						Concrete Work			25-Nov					Pavement			25-Nov					Surfacing					13-Dec			Road Marking								Traffic Signs & Street Furniture			29-Nov				
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Works & Issues Report	Community Board	Chair to work through the linkage between the Charter and the Works & Issues reporting system.																																																																																	

ISSUE	Area	Action	Comments
Rangitahi Peninsula	Community Board	Chair to liaise with Rangitahi Developments regarding updating the community on the impact on infrastructure.	
Food Waste	Community Growth	Concern raised at potential \$79.29 targeted rate per household for food waste collection. Request for staff to provide a breakdown of figure.	FEBRUARY 2019: Breakdown provided to the Chair. Xtreme Zero Waste have applied to Te Kopua Camp Ground Committee for funding to continue service for another year. Potential to apply to the Ministry for the Environment for an exemption to pay carbon tax at landfill to reduce cost.

WORKS	Comments
Raglan Wharf Safety Rails – Dolphin Pier	FEBRUARY 2019: Discussion between Council and Regional Council around monitoring equipment requirements ongoing. To engage engineer to review condition assessment, estimate costing to complete works and likely all of life cost (alongside likely lifespan).
Raglan Wharf Safety Rails – Wharf Handrail	FEBRUARY 2019: Contract document to be drafted. Final options with cost to be presented to Community Board.
District Wide Wastewater Pump station AND Rising Main Renewals – 17/101	<p>Contract 17/101 ‘District Wide Wastewater Pumpstation and Raglan Rising Main Renewals’ incorporates systematic upgrades upon eight (8) Raglan wastewater pumpstation locations.</p> <p>The programmed physical works will see the inclusion of essential rising main replacements, submersible pump replacements, pumpstation valving replacements, construction of concrete access chambers and other critical upgrades associated.</p> <p>Currently in progress, the Raglan portion of this project has seen successful completion of 50% of the schedule of works with the remaining 50% set to be concluded by 30 April 2019.</p> <p>Successful outcomes prior to the holiday shutdown period:</p> <ul style="list-style-type: none"> ▪ Kopua Holiday Park wastewater pumpstation valving, non-return chamber and outlet rising main has been replaced, commissioned and in function prior to the Christmas holiday period. ▪ Relocation and replacement of the existing campervan dump point within the Kopua Holiday Park to meet NZ standards has been completed. ▪ Installation of 1.4km of replacement rising main pipeline has been installed via trenchless ‘horizontal drilling’ techniques. <p>Significant physical works envisioned over the January and February 2019 period (currently in progress) include:</p> <ul style="list-style-type: none"> ▪ CCTV inspection, testing and commissioning of the remaining 700m of installed pipeline. ▪ Replacement of a high risk and high priority manhole, with utilising innovative and new technology to incorporate a pre-fabricated PE manhole. ▪ Replacement of submersible pumps and other wet-well components over three (3) sites. ▪ Replacement of pumpstation non-return valves and isolation valves over four (4) sites.
Raglan Wastewater Treatment Plant (“WWTP”) Upgrade	FEBRUARY 2019: Contract for supply of step screens was included with similar works for Te Kauwhata WWTP and has been awarded to Sindico. The cost for the Raglan step screen supply is \$150,000. Installation is estimated to cost \$125,000 will be completed by 30 June 2019. There will be further works at the wastewater plant installing tertiary membranes. A contract is being developed for tendering.



WORKS	Comments
Gilmour Street Urban Upgrade	<p>FEBRUARY 2019: Initially a Waters project to manage overland flow issues, this project has developed as a result of accelerated deterioration of the pavement following detouring of traffic off Wainui Road for a drainage project. This has resulted in a more holistic approach to the drainage, incorporating the solution into the roading upgrade.</p> <p>The works will involve the stormwater changes this construction season being swales and short pipes network with treatment devices (probably rain gardens and in manhole filter), then roading upgrade next summer including kerbing, and footpaths on the uphill side.</p>

FORWARD WORKS PROGRAMME

For the Community Board's information the forward works programme can be found at:

Programme Delivery Projects

<https://drive.google.com/open?id=1aViSce91lkdhRlvAVKe4NWcuNtcjULpr&usp=sharing>

Roading Projects

https://www.google.com/maps/d/viewer?mid=1_Z3x2rVXNQzUqxQVxlnDvsfXep8&ll=-37.51860014399512%2C175.10095550000005&z=9

Please note that the web link is updated as projects progress.

Waters Performance Dashboard Report

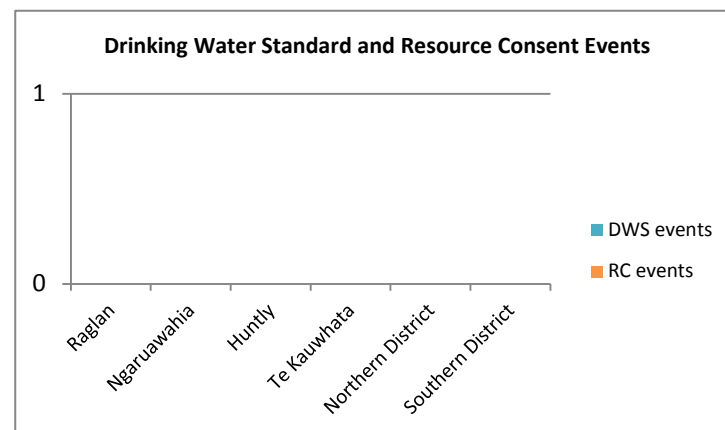
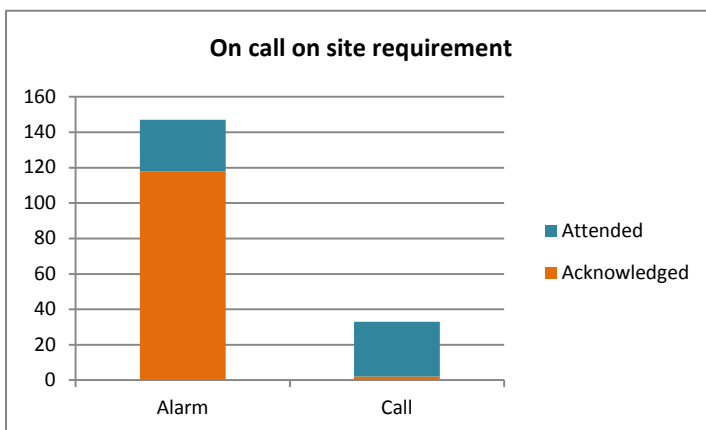
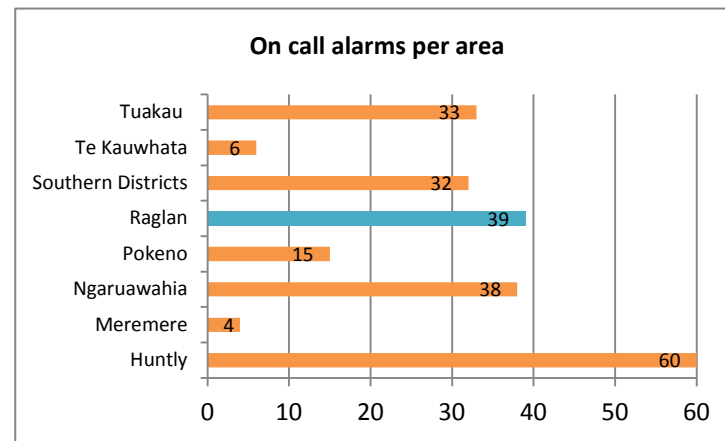
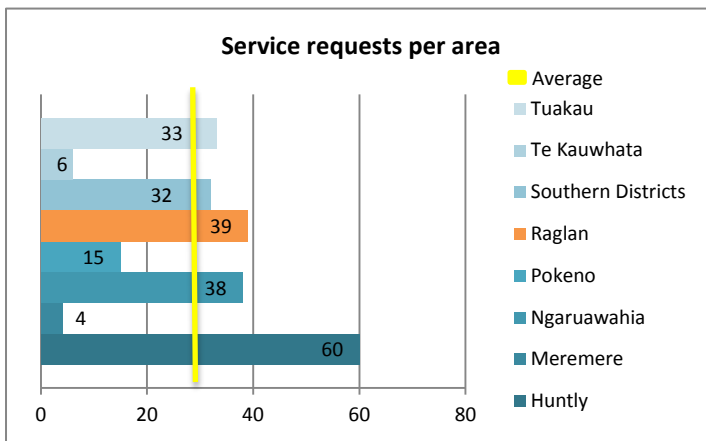
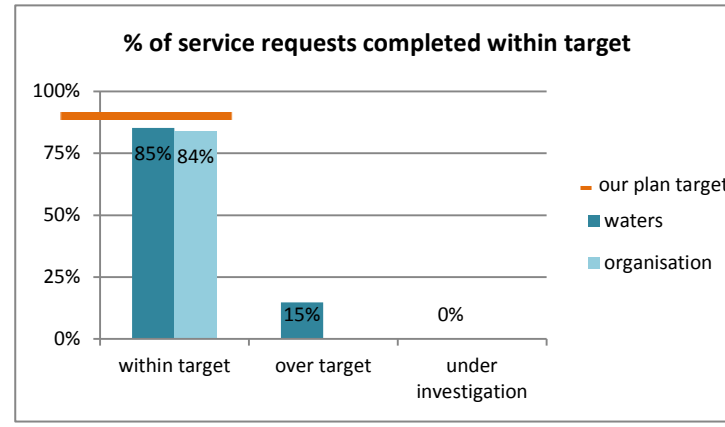
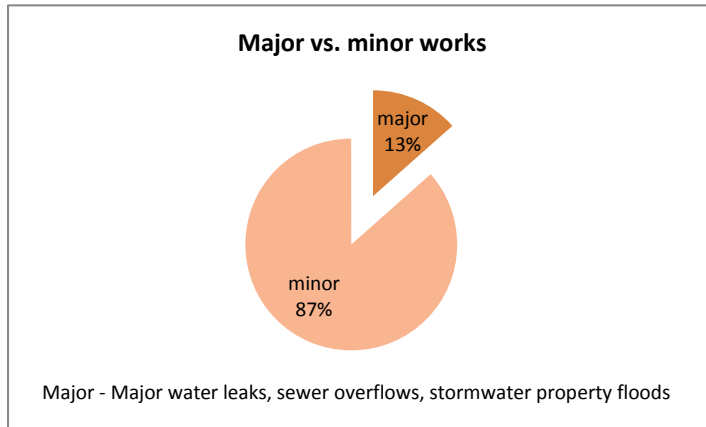
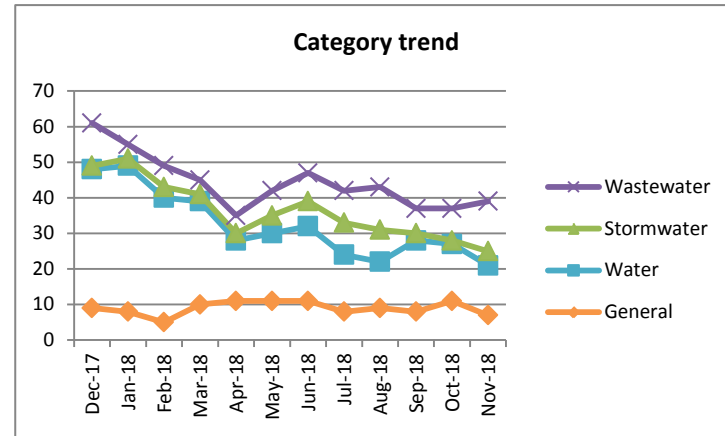
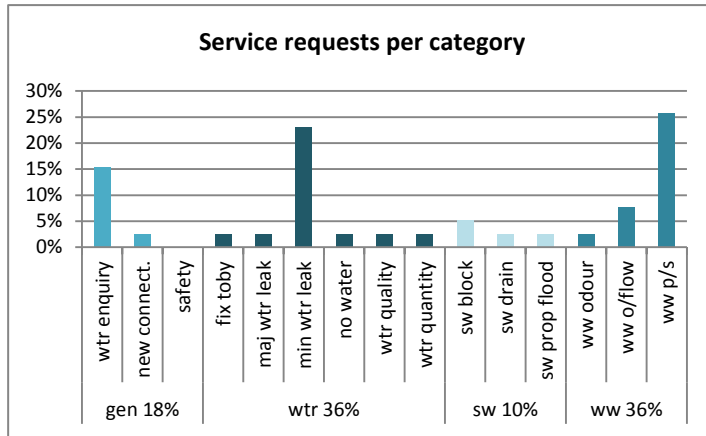
Programme: Waters – Raglan

Manager: Karl Pavlovich

Date: October - November 2018

Version: Final

Service Requests Breakdown



Mandatory Performance Measures – district wide

Measure	October (16 th)	November	
		October (16 th)	November
Water			
The number of complaints received by WDC about drinking water clarity, taste, odour, pressure, flow, continuity of supply	< 17 per 1000 connections	0.55 per 1000 connections (10 complaints)	1.32 per 1000 connections (24 complaints)
Fault Response Times for Urgent call outs	60 minutes median	53 minutes	25 minutes
Fault Completion Times for Urgent call outs	240 minutes median	113 minutes	92 minutes
Fault Response Times for Non-Urgent call outs	1 day median	< 1 day	< 1 day
Fault Completion Times for Non-Urgent call outs	5 day median	< 1 day	< 1 day
Wastewater			
The number of dry weather sewerage overflows from WDC wastewater system	< 5 per 1000 connections	0.00 per 1000 connections (0 complaints)	0.00 per 1000 connections (0 complaints)
The total number of complaints received by WDC about the waste water system	< 25 per 1000 connections	0.19 per 1000 connections (2 complaints)	0.66 per 1000 connections (7 complaints)
Fault Response Times for Sewerage Overflows	60 minutes median	Nil	41 minutes
Fault Completion Times for Sewerage Overflows	240 minutes median	Nil	221 minutes
Stormwater			
The number of flooding events (affecting habitable floors)	<0.3 per 1000 connections	Nil	Nil
The number of complaints received by WDC about the stormwater system	<4 per 1000 connections	0.08 per 1000 connections (1 complaint)	0.41 per 1000 connections (5 complaints)
Median Fault Response Times to attend a flooding event	8 hours	Nil	Nil

Number of Service Requests

	Dec-17	Jan-18	Feb-18	Mar-17	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	YTD
Wtr enquiry	9	7	3	7	7	9	10	8	6	5	8	6	85
New connect.				3	4	2			3	3	2	1	18
Safety		1	2			1	1				1		6
Toby repair	6	6	5	3	3	4	4	3	4	5	3	1	47
Major wtr leak	5	7	6	2	3	3	3	3	2	2	5	1	42
Minor wtr leak	20	21	23	22	11	11	10	5	5	11	7	9	155
No water	7	6						1	2	2		1	19
Wtr quality	1					1	1					1	4
Wtr quantity		1	1	2		3	3	4			1	1	16
SW block						3	3	1	3	1			13
SW drain		1	2	2	1	1	1	2	1	1		1	14
SW property flood	1	1	1		1	3	4	6	5			1	23
WW odour	9	3	2	2	1	1		1			1	1	21
WW overflow	2	1	1		1	3	5	2	3	2	4	3	27
WW p/station	3	1		3	2	3	3	3	6	9	4	10	49

Comments

- Mains break occurring in November was rectified within KPI timeframes. Minimal impact on network although some no water/low pressure complaints received.
- Pre-Christmas sewer network cleaning commencing end of November.
- WRC Annual Audit reports are in progress for 2017/18 year, received completed audit from WRC for Te Kowhai and Ngaruawahia WWTP this month.

DWS Event – compliance measure transgression requiring the Drinking Water Assessor to be notified, transgression is not the same as non-compliant
 RC Event – breach of resource consent condition that requires WRC to be notified, this is not necessarily a measure of overall compliance for the year and excludes WWTP laboratory results outside of consent conditions

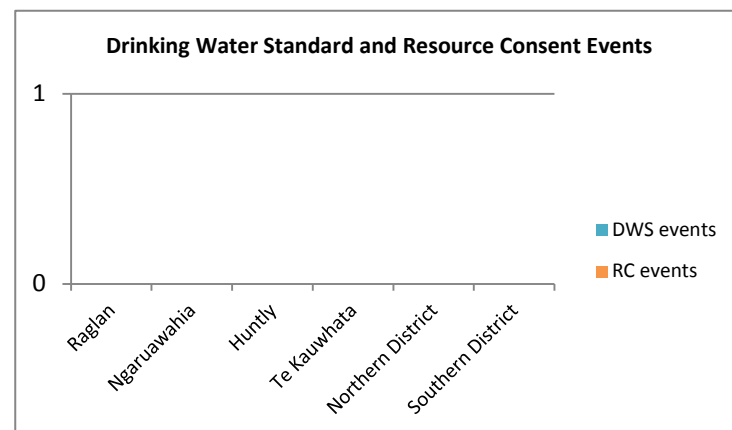
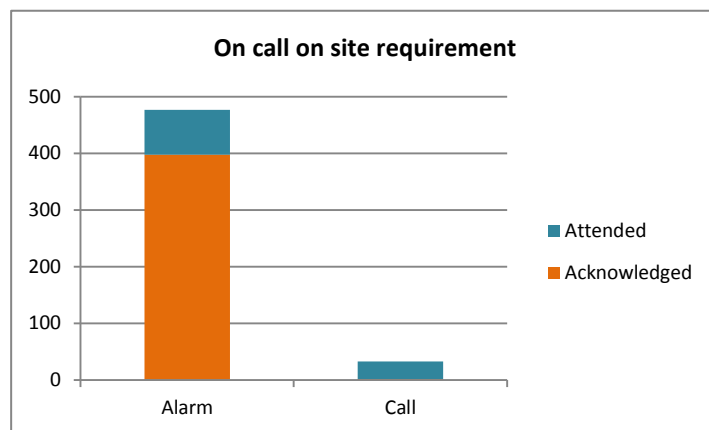
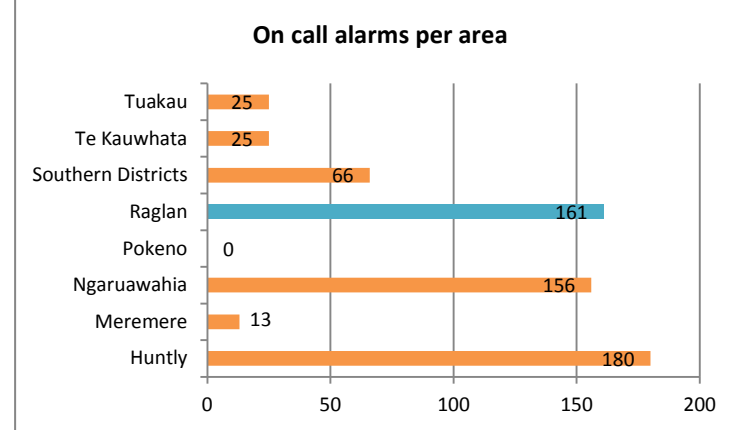
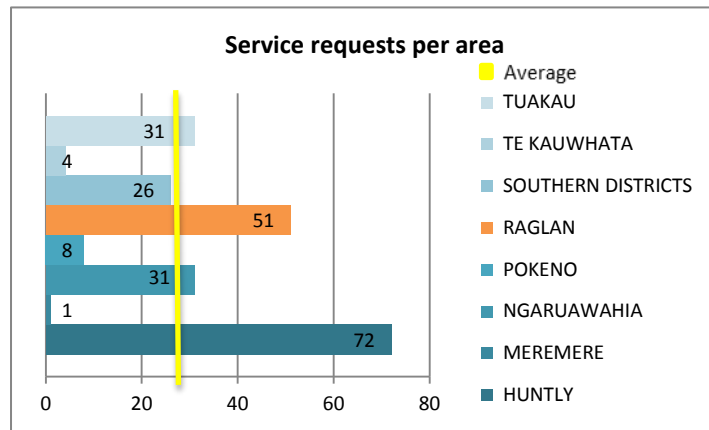
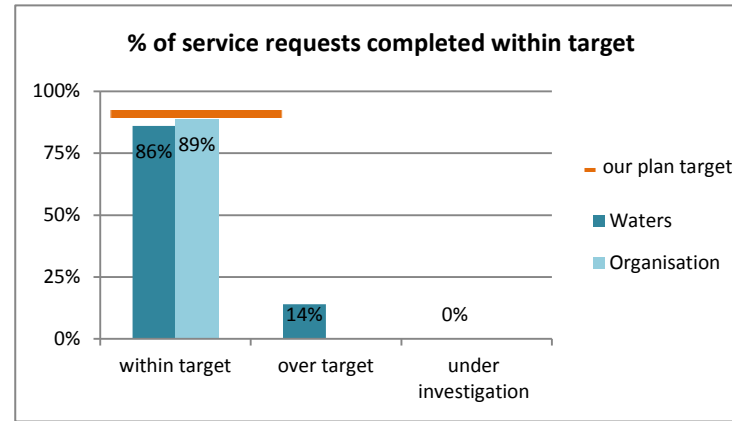
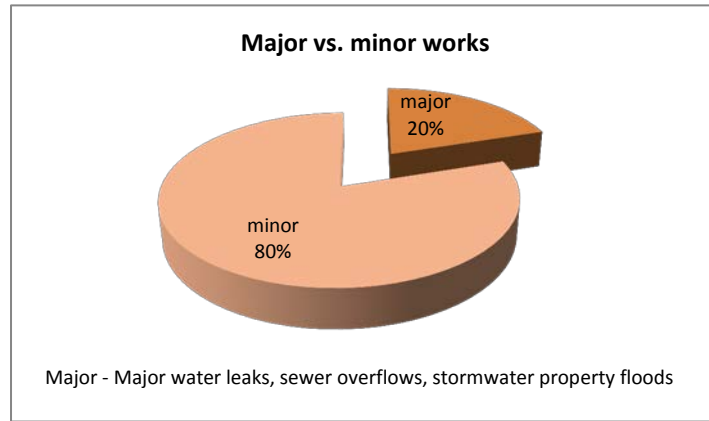
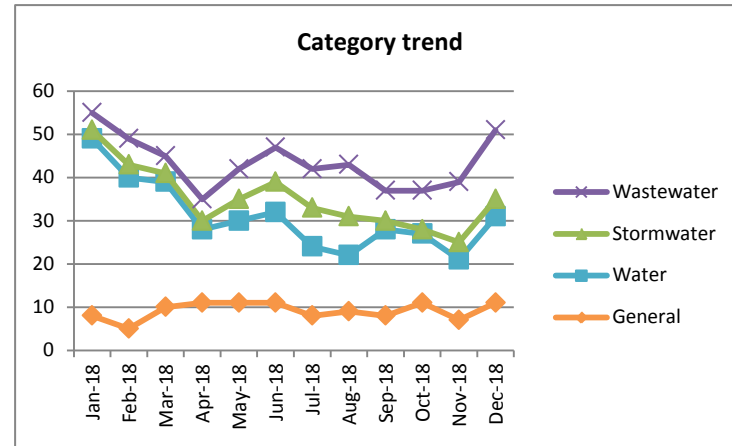
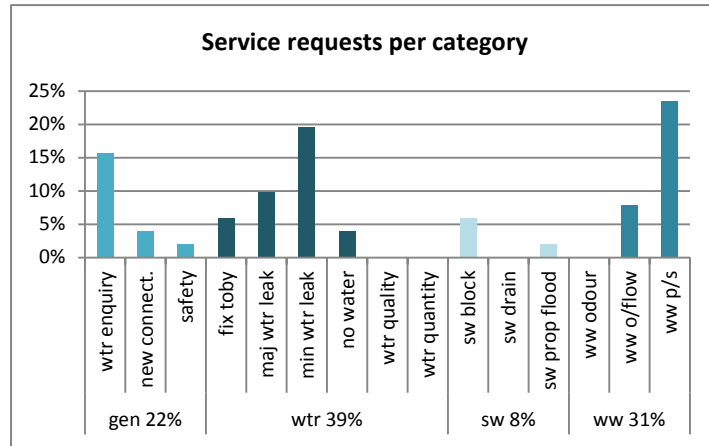
Programme: Waters – Raglan

Manager: Karl Pavlovich

Date: November - December 2018

Version: Final

Service Requests Breakdown



Mandatory Performance Measures – district wide

	Measure	November (16 th -)	December
Water	The number of complaints received by WDC about drinking water clarity, taste, odour, pressure, flow, continuity of supply	< 17 per 1000 connections	0.44 per 1000 connections (8 complaints)
	Fault Response Times for Urgent call outs	60 minutes median	34 minutes
	Fault Completion Times for Urgent call outs	240 minutes median	138 minutes
	Fault Response Times for Non-Urgent call outs	1 day median	< 1 day
Wastewater	Fault Completion Times for Non-Urgent call outs	5 day median	< 1 day
	The number of dry weather sewerage overflows from WDC wastewater system	< 5 per 1000 connections	0.00 per 1000 connections (0 complaints)
	The total number of complaints received by WDC about the waste water system	< 25 per 1000 connections	0.28 per 1000 connections (3 complaints)
	Fault Response Times for Sewerage Overflows	60 minutes median	Nil
Stormwater	Fault Completion Times for Sewerage Overflows	240 minutes median	149 minutes
	The number of flooding events (affecting habitable floors)	<0.3 per 1000 connections	Nil
	The number of complaints received by WDC about the stormwater system	<4 per 1000 connections	0.32 per 1000 connections (4 complaints)
	Median Fault Response Times to attend a flooding event	8 hours	Nil

Number of Service Requests

	Jan-18	Feb-18	Mar-17	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	YTD
Wtr enquiry	7	3	7	7	9	10	8	6	5	8	6	8	84
New connect.			3	4	2			3	3	2	1	2	20
Safety	1	2			1	1				1		1	7
Toby repair	6	5	3	3	4	4	3	4	5	3	1	3	44
Major wtr leak	7	6	2	3	3	3	3	2	2	5	1	5	42
Minor wtr leak	21	23	22	11	11	10	5	5	11	7	9	10	145
No water	6						1	2	2		1	2	14
Wtr quality					1	1					1		3
Wtr quantity	1	1	2		3	3				1	1		16
SW block					3	3	1	3	1		2	3	16
SW drain	1	2	2	1	1	1	2	1	1		1		14
SW property flood	1	1		1	3	4	6	5			1	1	23
WW odour	3	2	2	1	1		1			1	1		12
WW overflow	1	1		1	3	5	2	3	2	4	3	4	29
WW p/station	3	1		3	2	3	3	3	6	9	4	12	60

Comments

- Elevated number of Service requests received due to population influx. Most complaints centered around water leaks etc., all of which were rectified within KPI timeframes.
- Upgrade works to Raglan WWTP discharge completed. New pumps and pipework installed.
- Elevated alarms due to the impact of heavy weather on the network and SCADA system. Raglan in particular experienced some minor communication outages which generated a number of alarms that did not need a specific operational response.

DWS Event – compliance measure transgression requiring the Drinking Water Assessor to be notified, transgression is not the same as non-compliant
 RC Event – breach of resource consent condition that requires WRC to be notified, this is not necessarily a measure of overall compliance for the year and excludes WWTP laboratory results outside of consent conditions

MINUTES

Raglan Coastal Reserves Advisory Committee Meeting

Raglan Town Hall
5.30pm, Monday, 10th December 2018

Present: Shayne Gold (Joint Chair), Frank Turner, Lisa Thomson (Raglan Ward Councillor) Debbie Phillips (Raglan Surf Life Saving) and Noel Barber (Council Representative) Heather Thomson, Duncan MacDougall, Deane Hishon, Angeline Greensill, John Lawson, Charlie Young, Michelle O'Byrne, Kathy Gilbert

	Item	To Action
1	Apologies	
	<ul style="list-style-type: none"> Anne Snowden, Bob MacLeod (Raglan Community Board Chair) 	
2	Approve Previous Minutes	
	<ul style="list-style-type: none"> 12th November 2018 	Sheryl Hart
		Frank Turner
3	Matters Arising from Previous Minutes	
	<ul style="list-style-type: none"> Marking out of Papahua boats parking is working well, only lasts 4 weeks, a longer term solution will need to be found to continue marking. Happy for the fishing club to continue marking out for the short term - Sheryl 	
	<ul style="list-style-type: none"> The reserves committee to come up with recommendations for work to be done make a request to the community board for marking out of parking @ Papahua - Duncan Dogs off lease not on at Papahua - Sheryl Horse access onto the track at the northern end of Ngarunui Beach to be discussed at the next committee meeting with maps etc Confirmed the committee support a horse rider representative be on the Raglan Coastal Advisory Committee, will go to council as a recommendation from the Raglan Community Board in the new year. 	
4	Events Calendar	
	<ul style="list-style-type: none"> Aotearoa Surf Film Festival: Surf film festival all movies showing are PG, has been showing at the Mt and Wellington, free event for community, sponsored by Corona, the committee does not want alcohol to be advertised. Council process to be followed by the film provider 	Dean Approved providing they comply with council consent
	<ul style="list-style-type: none"> Lee Tremayne/Tiffany Thomas Wedding 22/2/19 Wainui bush Park Soundsplash parking challenges, The traffic management provider feedback that the Rugby grounds does not have capacity for more 	Approved Approved Frank

	<p>than 300 cars, the airfield a better option for overflow parking, event on 18/19/20 January 2019.</p> <ul style="list-style-type: none"> • Duncan to contact the gliders to see if we can change the dates for their event, will contact tomorrow and Brian/Naomi straight away • Traffic management provider is used to running events of 100000 + • Te Ahiawa will be blocked off • Security will monitor public areas around the event site • Working with closely with Noel around the farm site • Shuttle services to comply with the event rules and traffic management plan • Ben Harper concert 13th April 2019, Brian and Naomi to return at our Feb meeting to fill us in the details 	Turner & Shayne Gould
5	General Business	
	<ul style="list-style-type: none"> • Manu Bay drainage is in the council works programme 	
	<ul style="list-style-type: none"> • Committee to be more respectful to each other and to others who attend our meetings and follow process 	
	<ul style="list-style-type: none"> • Committee members feedback at the Raglan Community Board meeting on Tuesday 4th December upset with the discussion that went on regarding the committee 	
	<ul style="list-style-type: none"> • Charlie Young from Raglan Surf School explained his position regards the board 	
	<ul style="list-style-type: none"> • Papahua mowing, ensure that mowing does not happen within a meter of the sand 	
	<ul style="list-style-type: none"> • overflow parking for boats at papahua Duncan to discuss with Noel 	
	<ul style="list-style-type: none"> • Foot path between airforce bridge and the skatepark - Sheryl • Reserves management plan open from 12th December to end of February 1st round to gauge what council needs to consider in the reserves plan, all that information goes back to council to design a consultation document to go out to the community • Encourage all the community to participate • Confirmation of New Years fireworks will be happening, moving forward a committee should be established to organise this yearly • Daniel Kereopa thanked the committee for their work particularly around commercial activities on the beach • Terms of reference to be sent out to all committee members • Addition of two new members to the committee; Michelle O'Byrne (horse representative) Kathy Gilbert (Friend of Wainui) 	Mike Edmonds

Sharlene Jenkins

From: Paul McPherson
Sent: Monday, 21 January 2019 4:37 p.m.
To: All Staff
Subject: Service Delivery - Joyce Petchell Park, Raglan - Toilet Upgrade - Tick!



WDC - Community Projects Team

Project: Joyce Petchell Park, Raglan

Problem: Existing unit maintenance costs increasing rapidly, and not enough toilets in the unit.

Funder: External - MBIE - Freedom Camping

Value: \$135,000 plus \$20,000 for installation.

Result: The old two pan toilet unit was removed and returned to the manufacturer to be re-furbished and will be re-utilised elsewhere in our district.

The new four toilet unit is installed in time for the summer. Also installed a drinking fountain and dog bowl at the park.

Opened 26 October 2018

DONE!



Sharlene Jenkins

From: Paul McPherson
Sent: Thursday, 24 January 2019 11:35 a.m.
To: All Staff
Subject: Service Delivery - Cliff Street, Raglan - Toilet Upgrade - Completed!

WDC - Community Projects Team

Project: Cliff St Toilets, Raglan

Problem: Toilet block in poor condition.
No longer suitable for public use.

Funder: MBIE - Tourist Infrastructure Funding (TIF)

Value: \$130,000 plus \$70,000 for demolition and installation.

Result: Old concrete block toilet demolished and a brand new four pan toilet unit installed ready for the Christmas influx of visitors.

DO NOT



Opened 20 December 2018



Sharlene Jenkins

From: Paul McPherson
Sent: Friday, 1 February 2019 4:33 p.m.
To: All Staff
Subject: Service Delivery - Raglan, Kopua Holiday Park & Marine Parade - Job Done



WDC - Community Projects Team
Location: Raglan - Kopua Holiday Park & Marine Parade
Project: District Wide Pumpstation and Raglan Rising Main Renewals
Value: \$130,000
Result: The replacement of these essential amenities increases the capacity, quality, and efficiency of the wastewater network for local users and holiday makers in New Zealand's most beautiful small town. Up and running for the holiday break.

20 December 2018

HOME

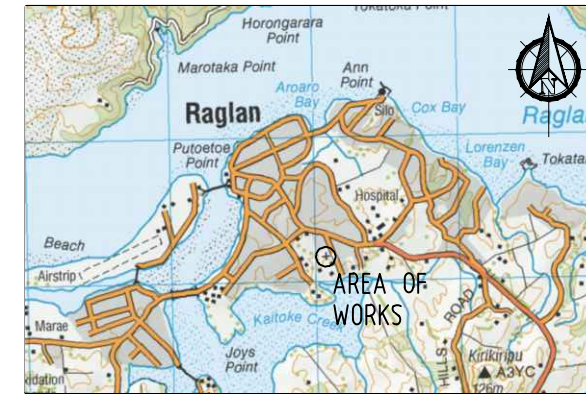




RAGLAN CEMETERY PLOT LAYOUT

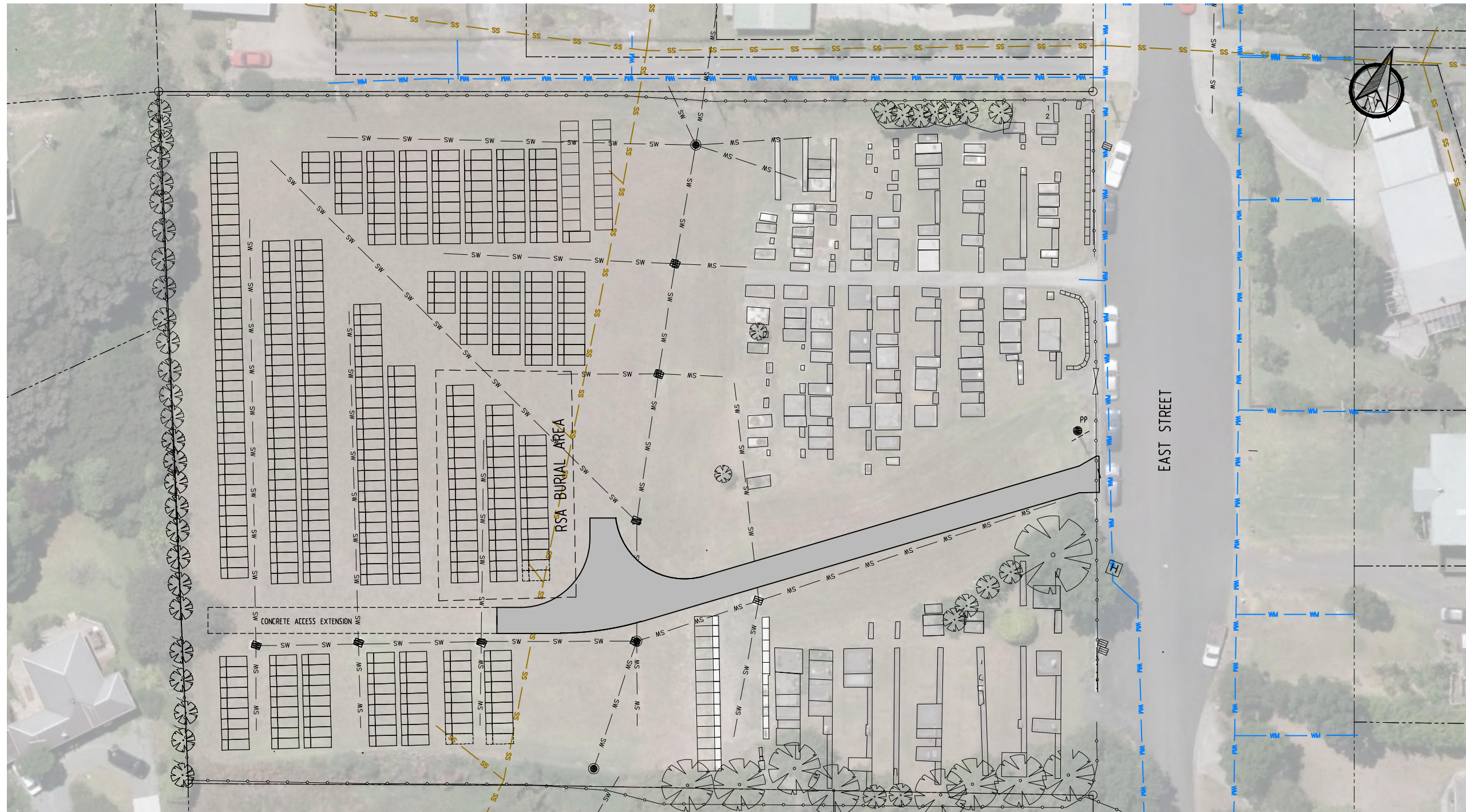
LEGEND

- EXISTING BOUNDARY
- WM EXISTING WATERMAIN
- SS EXISTING SEWER
- SW EXISTING STORMWATER
- T EXISTING TELECOM CABLE
- P EXISTING POWER
- PP EXISTING POWERPOLE
- V EXISTING VALVE
- TOBY EXISTING TOBY
- MANHOLE EXISTING MANHOLE
- SM EXISTING SURVEY MARK



LOCALITY PLAN

NOT TO SCALE



PLAN

SCALE 1:250

NOTES

	BY	SIGNED	DATE
DESIGN	N/A		
DRAWN	MWS		
REVIEWED BY			
P. MCPHERSON - SENIOR DESIGN ENGINEER			DATE
APPROVED			DATE
REVISION			APP'D DATE
OFFICE:			



PROJECT
RAGLAN CEMETERY

SHEET TITLE
SCHEME PLAN:
FUTURE LAYOUT PLAN

STATUS	
CONTRACT NUMBER	FOR CONSULTATION
DATE	JANUARY 2019
SCALE	SHEET
1:250 AT A1	101
PROJECT NUMBER	REVISION

Open Meeting

To	Raglan Community Board
From	Clive Morgan General Manager Community Growth
Date	29 January 2019
Prepared by	Jim Ebenhoh Planning & Policy Manager
Chief Executive Approved	Y
Reference #	GOV0507
Report Title	Blueprint Update

I. EXECUTIVE SUMMARY

Following dozens of community workshops in 2018, consultants Urbanism Plus have produced a draft Blueprint report, including a proposed Districtwide Blueprint as well as 15 proposed Local Area Blueprints. These documents, which are currently being proofread, will be presented to the 27 February meeting of Council's Strategy & Finance Committee, for approval to release for a one-month round of public feedback (proposed to be 08 March – 08 April). During this time, a number of drop-in sessions throughout the District will be held for anyone who has questions. The availability of the reports, feedback period and drop-in sessions will be well-publicised, and communicated to all Community Boards and Committees in advance.

Following feedback, the reports are expected to be revised, then presented back to the Strategy & Finance Committee in May, and to full Council for approval in June. An implementation committee is likely to be established to work on incorporating the Blueprint documents into Council's future strategic and operational planning.

2. RECOMMENDATION

THAT the report from the General Manager Community Growth be received.

3. ATTACHMENTS

NIL

Open Meeting

To	Raglan Community Board
From	Tony Whittaker Chief Operating Officer
Date	14 January 2019
Prepared by	Sharlene Jenkins Executive Assistant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0507
Report Title	Year to Date Service Request Report

1. EXECUTIVE SUMMARY

To update the Board on the Year to Date Service Request Report to 31 December 2018.

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received.

3. ATTACHMENTS

Year to Date Service Request Report for Raglan Community Board

Service Request Time Frames By Ward for ²⁹

RAGLAN

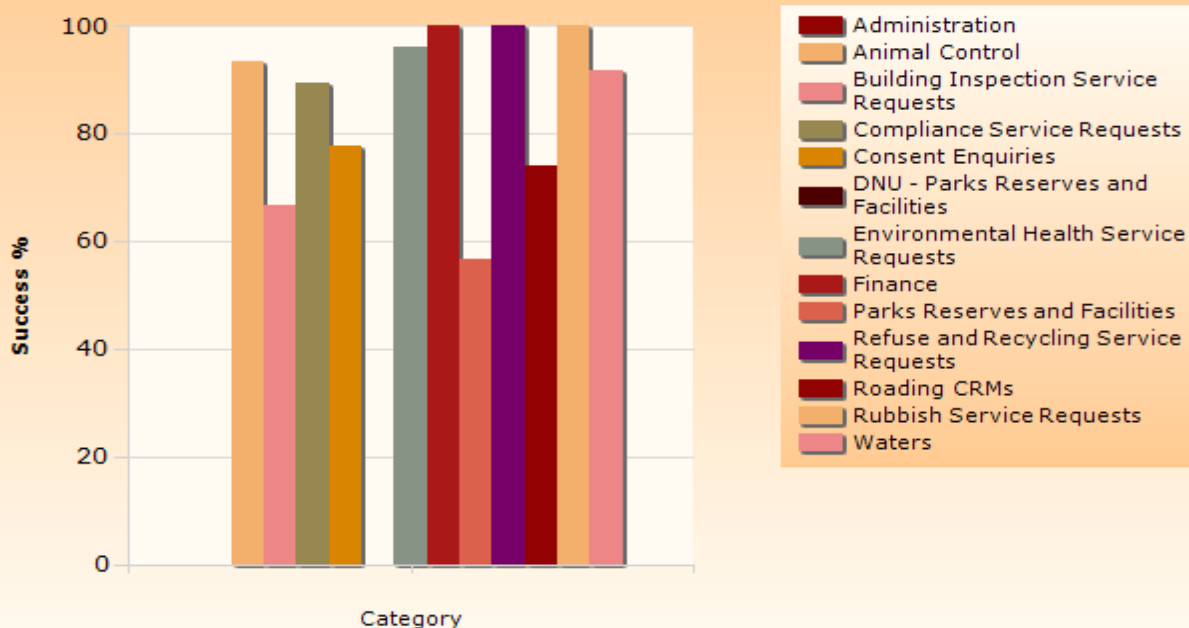


Date Range: 01/10/2018 to 31/12/2018

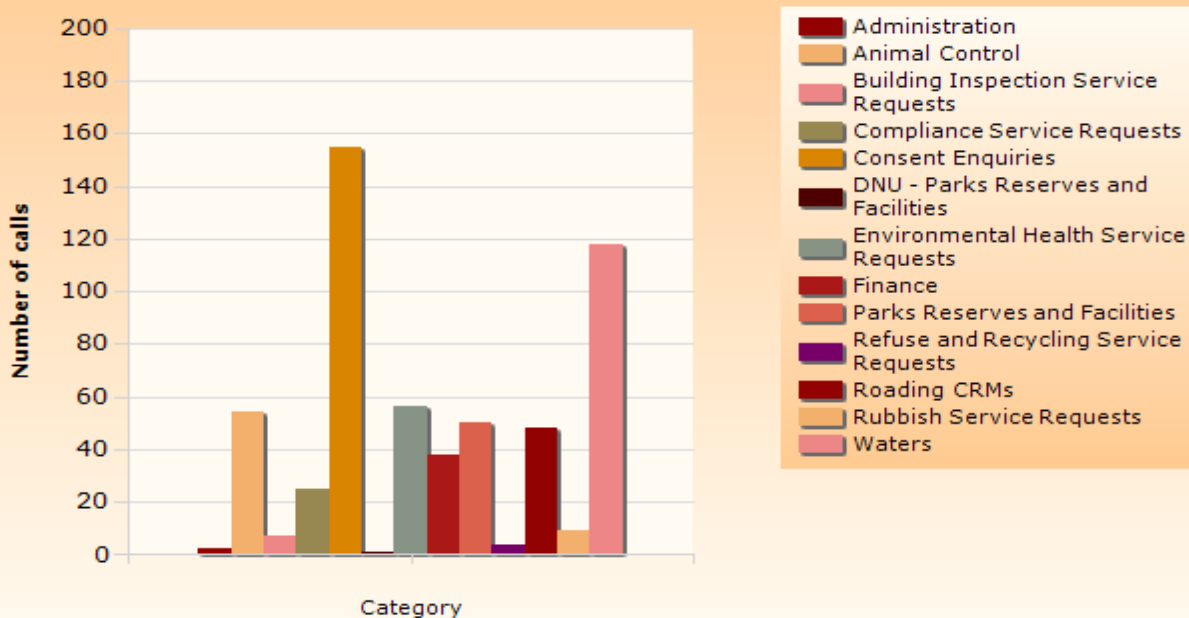
The success rate excludes Open Calls as outcome is not yet known.

1/11/2019 2:25:18 PM

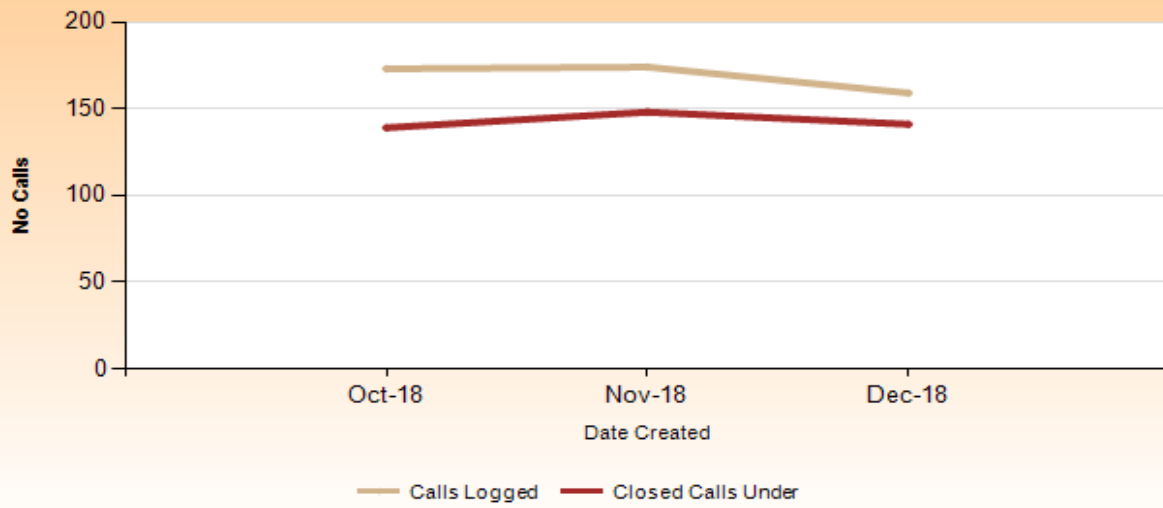
Call Completion % Success by Type



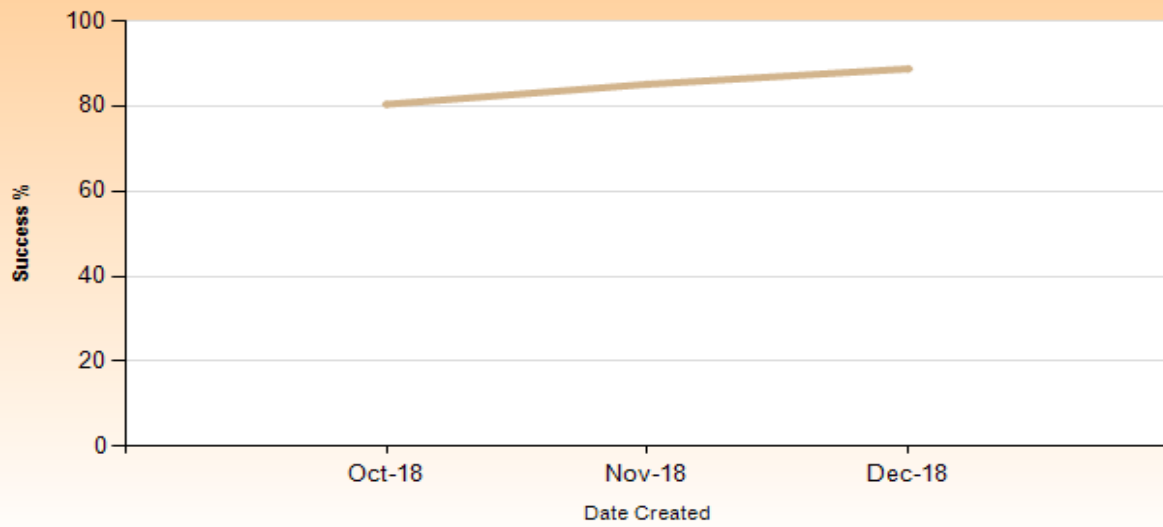
Number of Calls logged by Type



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
Administration							
	Summary	2	2				NaN
	Pro rated rates for the period xx to xx	2	2				NaN
Animal Control							
	Summary	54	2	5	3	44	93.62%
	Animal Charges	5				5	100.00%
	Dog Property Visit	10	1			9	100.00%
	Dog Straying - Current	13		1	1	11	91.67%
	Dog Straying - Historic	3				3	100.00%
	Dog/Animal Missing	6				6	100.00%
	Dogs Aggression - Current	5	1		2	2	50.00%
	Dogs Aggression - Historic	3				3	100.00%
	Dogs Barking Nuisance	7		4		3	100.00%
	Livestock Trespassing - Current	2				2	100.00%
Building Inspection Service Requests							
	Summary	7		1	2	4	66.67%
	Building Inspection Service Requests	7		1	2	4	66.67%
Compliance Service Requests							
	Summary	25	2	4	2	17	89.47%
	Compliance - Animal By Law	2			1	1	50.00%
	Compliance - Unauthorised Activity	16	2	4		10	100.00%
	DNU - Illegal parking	7			1	6	85.71%
Consent Enquiries							
	Summary	155	1	5	33	116	77.85%
	Onsite Services	8		1	2	5	71.43%
	Planning Process	26		2	6	18	75.00%
	Property Information Request	46			3	43	93.48%
	Rural Rapid Number assignment & purchase of plates	2	1			1	100.00%
	Zoning and District Plan Enquiries	73		2	22	49	69.01%
DNU - Parks Reserves and Facilities							
	Summary	1	1				NaN
	Trimming of vegetation - Urban	1	1				NaN
Environmental Health Service Requests							
	Summary	56		3	2	51	96.23%
	Environmental Health Complaint	1				1	100.00%
	Noise Complaint - Environmental Health	5		3		2	100.00%
	Noise complaints straight to contractor	50			2	48	96.00%

Finance	Summary	38		2		36	100.00%
	Rates query	38		2		36	100.00%
Parks Reserves and Facilities	Summary	50	1	5	19	25	56.82%
	Parks & Reserves - Boat Ramp and Jetty issues	2		1	1		0.00%
	Parks & Reserves - Buildings	8	1	1	3	3	50.00%
	Parks & Reserves - Council owned land	8		1		7	100.00%
	Parks & Reserves - Graffiti	1				1	100.00%
	Parks & Reserves - Reserve Issues	30		2	15	13	46.43%
	Parks & Reserves-Council owned buildings on reserv	1				1	100.00%
Refuse and Recycling Service Requests	Summary	4				4	100.00%
	Recycling Not Collected	1				1	100.00%
	Refuse - Non-Collection	1				1	100.00%
	Refuse & Recycling Contractor Complaints	1				1	100.00%
	Refuse & Recycling Enquiries	1				1	100.00%
Roading CRMs	Summary	48	2	15	8	23	74.19%
	Footpath Maintenance - Non_Urgent	1		1			NaN
	New Vehicle Entrance Request	6		1		5	100.00%
	Passenger Transport (incl Bus Shelters)	1		1			NaN
	Request 4 new street light path sign etc	4		2		2	100.00%
	Road Culvert Maintenance	6		3		3	100.00%
	Road Marking Sign & Barrier Maint Marker Posts	2		1		1	100.00%
	Road Safety Issue Enquiries	6		1	1	4	80.00%
	Roading Work Assessment Required - OnSite 5WD	9	1	2	3	3	50.00%
	Routine Roding Work Direct to Contractor 5WD Comp	2		1		1	100.00%
	Street Light Maintenance	5		1	2	2	50.00%
	Urgent - Footpath Maintenance	1	1				NaN
	Urgent Roding Work 4Hr Response	2				2	100.00%
	Vegetation Maintenance	3		1	2		0.00%
	Rubbish Service Requests	Summary	9		2		7
Abandoned Vehicle		6		2		4	100.00%
Illegal Rubbish Dumping		3				3	100.00%

Waters							
Summary		118	1	7	9	101	91.82%
3 Waters Enquiry		11	1		1	9	90.00%
3 Waters Safety Complaint - Non Urgent		1				1	100.00%
3 Waters Safety Complaint - Urgent		1				1	100.00%
Drinking water billing		15				15	100.00%
Drinking Water Final Meter Read		25		5		20	100.00%
Drinking Water Major Leak		8				8	100.00%
Drinking Water minor leak		15		1		14	100.00%
Drinking Water quality		1				1	100.00%
Drinking Water Quantity/Pressure		1				1	100.00%
Fix Water Toby		5		1		4	100.00%
New Drinking Storm Waste water connections		3				3	100.00%
No Drinking Water		3				3	100.00%
Stormwater Blocked pipe		3			1	2	66.67%
Stormwater Open Drains		2				2	100.00%
Stormwater Property Flooding		1				1	100.00%
Wastewater Odour		1				1	100.00%
Wastewater Overflow or Blocked Pipe		7			2	5	71.43%
Wastewater Pump Alarm		3			1	2	66.67%
Waters Pump Station jobs - only for internal use		12			4	8	66.67%
Total		567	12	49	78	428	84.58%

Open Meeting

To	Raglan Community Board
From	Tony Whittaker Chief Operating Officer
Date	4 February 2019
Prepared by	Gabrielle Parson Raglan Naturally Co-ordinator
Chief Executive Approved	Y
Reference #	GOV0507
Report Title	Raglan Naturally Update

1. EXECUTIVE SUMMARY

The report from the Raglan Naturally Co-ordinator is attached for information.

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received.

3. ATTACHMENTS

Raglan Naturally

- 1) **Please find attached a report from Raglan Naturally to Clive Morgan, Waikato District Council dated 21 January 2019.** The purpose of this report was to keep WDC updated on Raglan Naturally as they work through the Blueprint planning and other strategic planning for Raglan and the district. It sets out the Raglan Naturally approach and the early findings from the survey and some of the other community engagement. It includes sections on Moving forward in 2019 and our initial thoughts on progress on the Raglan Blueprint. We appreciate the continued support of WDC.
- 2) **Community Update Report** We are currently working on a report to the community which will bring together the results of the community survey, community-wide engagement and work of the Focus Groups. We are aiming to have this report out before the Community Board meeting on 12th February and I will be able to present/speak to it then.

Raglan Naturally

2018 Report in preparation for Draft Community Plan

21 January 2019

Introduction:

This document and the continued work of Raglan Naturally (RN) stands on the shoulders of the 2001 plan and the belief that we can evolve the way we approach development to achieve better outcomes for this place and its people. The 2001 plan was also an attempt towards greater community input and influence into the future planning process. It is held as a primary belief of our work together as a community, that greater community contribution is in the best interest of all parties and stakeholders involved in the development of Whāingaroa/Raglan.

The voice of the community clearly shows us that one of the strongest expressions of Whāingaroa/Raglan is its 'natural environment', further substantiating one of the resulting primary themes of the 2001 plan and the Whāingaroa Catchment Plan. When you consider this alongside the fact that Whāingaroa/Raglan is the only seaside destination within the Waikato District, we begin to get a sense of what role this place plays and the value it has for the district, for the region (Waikato and Auckland), and for Aotearoa/New Zealand. Although we are still in the midst of processing responses to the community survey and writing up a draft plan, it is safe to say that the primary attraction, economic asset, point of connection, and unique proposition of Whāingaroa/Raglan is its 'natural environment'—the land, the harbour, the beach, the forest, the mountain. Also coming through strongly from the community engagement is an emphasis on 'community working together' (community involvement, working together and community action). This, coupled with the focus of the 'natural environment', can help us begin to articulate a direction for development that reflects the deep regard that our community has for this place we call home.

Milestones:

- 1999 – Raglan Naturally process started
- 2001 – Raglan Naturally plan published
- 2008 – Plan updated
- 2016 – Community celebration and decision to review & update the plan
- 2016 - Raglan Naturally Committee formed
- RN 2001 was reviewed
- Project coordinator engaged
- Feb 2018 Project plan was created, approach/objectives for the update were identified
- We got to work!
- Feb 2018 Focus groups activated
- Mar-Sep Focus group workshops — Future Focus, Te Tiriti o Waitangi, and 2 planning workshops
- Sept-Oct Rural info evenings
- Oct Townhall event – Focus group reports shared
- Oct-Nov Community wide survey

The Raglan Naturally Approach:

This section gives some indication as to our general direction and reflects the current views of the Raglan Naturally Core Team and the RN committee members. It is our aspiration to continue to further clarify and develop our approach.

The steering committee identified aspects that were not covered in RN 2001 that needed to be included as part of the updated plan. These identified aspects below formed the approach/goals/objectives for the update and would build on the foundation of RN 2001:

- Strengths-based process
- Community-led development
 - shared local visions or goals that drive action and change
 - use existing strengths and assets
 - many people and groups working together
 - building diverse and collaborative local leadership
 - adaptable planning and action informed by outcomes
- Deeper relationships and partnership with iwi and hapū
- Inclusion of the principles of Te Tiriti o Waitangi
- Strong environmental focus
- Inclusivity and collaboration
- Future focused
- Relationship building, especially between community and councils
- Sustainability for Raglan Naturally

Deeper relationships and partnership with iwi and hapū

In our work to further define a direction for future development in an inclusive and collaborative way, it is crucial that we have a meaningful partnership with hapu and Iwi based on the principles of the Te Tiriti o Waitangi.

Raglan Naturally acknowledges the importance of our responsibility as a community to learn about the Te Tiriti o Waitangi and have it as the foundation for our relationship and ongoing commitment with Iwi and hapu.

Engagement with Maori needs to take place for our plan to be truly representative of our communities' views, and to enable us to plan for the future of this place in a holistic way that will deepen our knowing of this place and the people who live here.

For these reasons, in alignment with our approach and objectives, and reinforced by a preliminary overview of our engagement process, it is necessary for us to set engagement with Iwi and hapu as one of the priorities for 2019.

Sustainability of Raglan Naturally

A movement for greater support for community involvement started in Aotearoa/New Zealand in the 2000s¹. It was marked by a conscious shift towards exploring more collaborative approaches between council, agencies and local people. Nationwide support for greater community involvement in the development of regions comes from the recognition that a traditional 'services' approach to 'fix' people and problems was not resulting in the significant and sustainable change in many wellbeing indicators that both communities and governments desired².

The 2001 Raglan Naturally was a community initiative with support from WDC.

When it comes to community-led development, since the plan was published in 2001, no agency has officially fulfilled this role for Whāingaroa/Raglan. The process has not been continuous. Therefore, reinforced by preliminary responses from our community, in comparison to the 2001 plan, we are aspiring towards:

- An ongoing process, not just a plan and handover with some ideas around implementation
- Greater emphasis on the continued development and evolution of the process for community-led and strengths-based development to be effective and sustainable
- Continued learning and capability building within our community to:

- better understand community-led approaches and their contribution to positive change
- share and spread local stories, experience and learning so that everyone benefits
- amplify the impact of locally-led change by connecting people, places and through systems change
- A balanced focus between systemic change and projects on the ground
- Strong partnership with Council to support ongoing community-led development work

The importance to fulfil the need for ongoing community-led development, at least to the current level at which Raglan Naturally has been working, has been voiced by our community as critical for future planning and development. We can say that this further supports the theme of ‘community working together’.

1 For example Project Lyttelton and the Ranui Action Project in West Auckland. Inspiring Communities.

2 Inspiring Communities

Early Findings:

Our plan will primarily draw on the following engagement processes/initiatives that have taken place in 2018.

- Active Raglan Naturally Focus Groups
- Focus Group Workshops (incl. Treaty of Waitangi and Future Focus workshops)
- Raglan Naturally Rural Information Evenings
- Raglan Naturally 2 Day Town Hall Event
- WRAP Survey
- Raglan Naturally Survey
- Blueprinting Workshop
- Raglan Naturally Website

We are processing and analysing responses from these community engagement initiatives as we prepare to write our draft community plan in early 2019. Below are some of the broad level, raw data themes we are seeing at this early stage. We have intentionally kept these broad. Our goal is to further integrate the remaining responses and expand upon each of these themes with, in some cases, specific initiatives/projects in our draft plan. We have decided to group these themes based on focus areas (and because of this there are a number of overlaps).

Community Values <ul style="list-style-type: none"> ● manaakitanga ● kaitiakitanga, sustainability ● kotahitanga, unity, collaboration, cooperation, teamwork, working together ● respect ● inclusivity ● care and support ● honesty, trust, integrity 	
Local Govt and Planning: <ul style="list-style-type: none"> ● Agree on values and work with these as we plan and guide growth and protect what’s important to us here ● Working in partnership with tangata whenua ● Slow down, thorough future-focused planning ● Research – other similar communities? ● More local autonomy ● Work closely with WDC – building relationships ● Build a better understanding of planning processes — learning, info and communication for community. ● Develop Raglan with the community, not for the community. ● Support volunteer and community groups 	Transport: <ul style="list-style-type: none"> ● CBD – less cars, pedestrianised ● More walk/cycle routes/paths (town and beach) ● Parking planning and shuttle service ● Speed limits/safety ● Better connectivity
Business & Employment: <ul style="list-style-type: none"> ● CBD lower rental rates ● Regular farmers market ● Business/innovation hub ● Create and support more youth and general employment opportunities 	Youth: <ul style="list-style-type: none"> ● Youth hub ● Programmes and mentoring (education and employment) ● Support for RAS ● Indoor sports facility ● Equality

<ul style="list-style-type: none"> • Work closely with Iwi and hapū • Keep it local 	
Housing: <ul style="list-style-type: none"> • Regulate holiday accom. – Airbnb restrictions • More flexibility in housing planning and building rules – eg. to include tiny houses • Social housing • Looking after the elderly • Affordability • Community housing projects 	Culture & Heritage: <ul style="list-style-type: none"> • Te Reo Māori - learn and use it locally (signs etc) • Emphasis on cultural events and celebrations • Community learning about the Treaty of Waitangi, local history and Te Ao Māori • Preserve historical sites
Wellbeing: <ul style="list-style-type: none"> • Community hub providing space for community groups to meet (incl elderly), community coordinators, supporting connections • Spaces in the community - indoor and outdoors for community to gather, connect and meet • Community bus - supporting elderly, disabilities, lower income community members • Elderly and youth generally identified as needing more support around wellbeing. 	Education: <ul style="list-style-type: none"> • Te Reo – support biculturalism, bilingualism • Education on sustainability and permaculture • Tourism and environmental stewardship • Internships/apprenticeships • Support RAS • Mentoring – community involvement and connection
Arts: <ul style="list-style-type: none"> • Public art • Spaces – for events, outdoor venues, cultural centre, space for creative/performance • Celebrating Māori Culture and history • Performing arts academy 	Recreation: <ul style="list-style-type: none"> • Indoor swimming-pool • Recreation centre • Skate park upgrade • Cycleways, walkways
Infrastructure: <ul style="list-style-type: none"> • Land-based sewage • Rubbish clean-up • Plastic free, recycling • Infrastructure capacity • Boat ramp at Manu bay • More drinking water stations • Stormwater filtration 	Natural Environment: <ul style="list-style-type: none"> • Rubbish clean ups • Erosion • Pest-free, weeds-free • Planting natives • Community gardens, food forest • Biodiversity • 1080-free, poison-free, spray-free • Environmental restoration
Tourism: <ul style="list-style-type: none"> • Official youth employment channels eg. through RAS • Extend season, to provide more business in quieter months • Airbnb controls • Establishing the Raglan kaupapa • Support sustainable visitor experiences • Develop a Raglan Customer Charter • Create a cohesive marketing message 	

Community working together

Based on the results so far from our community engagement process, the strengths of our community are: diversity, working together, community action, volunteers, networks, groups and initiatives that are focused on caring for and helping each other. In many cases, this is centered around care for the environment, e.g. Xtreme Zero Waste.

Survey answers also concentrated around themes such as ‘working with shared values’, ‘well thought out planning’, ‘sustainable growth’, ‘becoming a leader in sustainability and being an environmentally conscious community’.

Here are some of the things people wrote:

“Build on reputation for environmental stewardship.”

“We need to lead the way in sustainability and create opportunities to generate jobs from this.”

“I see a key opportunity for Raglan to continue being a voice for the environment; an example for the rest of the country to learn from and aspire to.”

“To be a shining light in how to manage a natural resource in a positive, sustainable way.” “Leadership in combining environmental, economic and social well being.”

Working closely with iwi and hapū and living within the Treaty as a bi-cultural and bi-lingual community is coming through strongly too.

The community are asking for support for local groups, for Raglan Naturally and Raglan Community Board. They want to be active, contribute, participate and be informed and involved in decision making and in assisting community groups, organisations and initiatives that support the community.

Putting it all together:

At a glance, preliminary work in evaluating our community engagement process (focus groups, town hall event, and survey) has shown a strong convergence towards upholding Whāingaroa/Raglan's 'natural environment' as a key strength for the planning and development, as well as, 'community working together' as noted in the previous section.

There has been such emphasis on the 'natural environment' of this place through the work of iwi and hapū, community organisations, the Whāingaroa Catchment Plan (2000), in RN 2001 and in our work to date, and it is likely we are on the right track. Through the Blueprinting process there are indicators, namely, *support community in zero waste initiatives, spread learning across the district* that could be seen to reinforce this general direction. Whether to live or to visit, people choose to come to Whāingaroa /Raglan for its natural environment.

There is still a great deal of work that needs to be done towards understanding these strengths and articulating them as a valued and value-adding role within the District and Region.

Through the combined efforts of various community engagement initiatives by Raglan Naturally and other agencies, key issues, needs, challenges and opportunities are becoming and will continue to become clearer. However, we believe that in order to address these issues and challenges and to truly be future focused in our approach, we need to have better understanding of the larger context of what it will take to help Whāingaroa/Raglan move towards becoming healthy, whole and thriving, and a valued part of the District and the Region.

We have given a rough idea as to what could be the basis for our direction so far ('natural environment' and 'community working together'). There is work to be done for all parties/stakeholders in order to bring this into the form of a concept that we can act upon, and be taken further to articulate a shared identity and brand that can be a unifying force for all parties/stakeholders in Whāingaroa/Raglan.

Moving forward in 2019:

Although it is critical to address needs, issues, challenges and to make the most of opportunities that are present, we are advocating for a framework that will help us evaluate the strategic importance of key initiatives based on alignment with a big picture concept for development. The transformative value of each initiative will become better understood in a larger context, as part of a larger concept and direction. A shared direction with new frameworks, standards and expectations will build and become clearer over time.

To move forward, although it is too early to say conclusively, building the partnership with local iwi and hapū so that they are integrated in the process, could be seen as the most important and impactful strategic next step for the future development of Whāingaroa/Raglan.

Blueprinting: Our thoughts so far

It has been a great learning opportunity for our community and our team to connect with Kobus and Urbanismplus over the last 6 months. We feel honoured to be working alongside them and look forward to further dialogue and integration of our work so that we can achieve better outcomes for Whāingaroa/Raglan.

It was helpful to see the preliminary Raglan Blueprint project list at the Community Board and Community Committee workshop. The projects outlined here align with Raglan Naturally on a broad level which was great to see. We are of

course interested to know more detail as some of these projects were very broad. Some comments from our work so far and from our initial findings through the RN Community Engagement responses:

There is an interest to explore some more pedestrianisation in the CBD

Youth – support needed in education, training and mentoring (not sure if this included in ‘Youth Social Initiatives’)

Support learning about Te Tiriti o Waitangi, learning and use of Te Reo Maori and the celebrating of Maori culture and history.

One of the Blueprint projects was ‘Support Raglan Naturally in their prioritised local initiatives such as local food production, energy self sufficiency, alternatives to weed spraying, GE free approaches and education regarding climate change’. Although we are aligned around support for Raglan Naturally, from the example given, it seems that the breadth of the role of Raglan Naturally is misunderstood. This breadth can be seen in our Focus Areas and projects above. In light of this document, support will be required across a greater diversity of initiatives focused not only around prioritised local initiatives but also in growing community engagement, building a partnership with Iwi and hapu, the continuation of community-led development and ultimately in referencing and consulting with Raglan Naturally, our community plan, when planning and designing for Raglan.

Open Meeting

To	Raglan Community Board
From	Tony Whittaker Chief Operating Officer
Date	08 January 2019
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV0507 / 2155541
Report Title	New Zealand Community Boards' Conference 2019 – New Plymouth

1. EXECUTIVE SUMMARY

This report is to advise the Raglan Community Board (“the Board”) of the biennial Community Board Conference to be held in New Plymouth on 11 to 13 April 2019, and for the Board to consider nominating a representative to attend.

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received;

AND THAT be nominated to attend the New Zealand Community Boards' Conference in New Plymouth from Thursday, 11 April 2019 to Saturday, 13 April 2019;

AND FURTHER THAT Council funds the conference registration fee for one delegate and the Raglan Community Board funds accommodation, travel and other associated costs from its Discretionary Fund.

3. BACKGROUND

The biennial Community Board Conference is scheduled to be held in New Plymouth from Thursday, 11 April to Saturday, 13 April 2019. The draft conference programme is attached and more information can be found at <http://www.nzcbc2019.co.nz/nzcbc19>.

4. DISCUSSION AND ANALYSIS OF OPTIONS

The Board is asked to consider whether or not to send a representative to this conference.

5. CONSIDERATION

5.1 FINANCIAL

Council will fund the conference registration fee for one Board delegate. The Board will fund the accommodation, travel and other associated costs of their delegate from its Discretionary Fund.

5.2 LEGAL

NIL

5.3 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

The following stakeholders have been or will be engaged with:

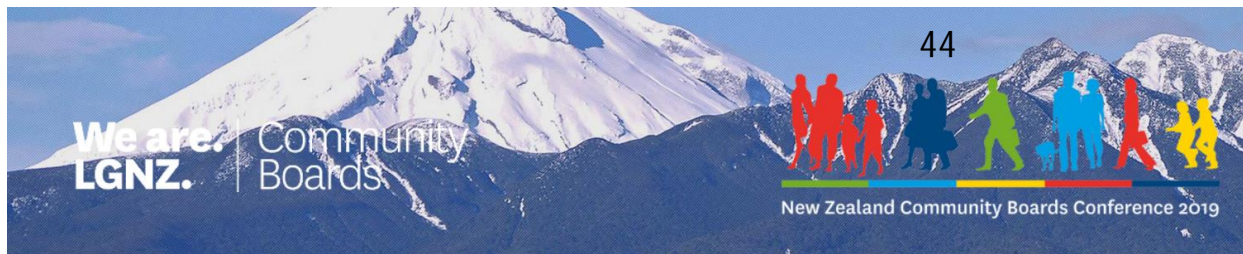
Planned	In Progress	Complete	
		✓	Internal
		✓	Community Boards/Community Committees
			Waikato-Tainui/Local iwi
			Households
			Business
			Other Please Specify

6. CONCLUSION

The Raglan Community Board is being asked to consider nominating one representative to attend the biennial New Zealand Community Boards' Conference for 2019.

7. ATTACHMENTS

- Draft Conference 2019 Programme
- Best Practice Awards



Programme

Subject to change. Updated 17 December

Thursday 11 April

Friday 12 April

Saturday 13 April

Thursday 11 April

1.00pm - 4.00pm	Optional tour / activity
5.00pm	Registration open
5.45pm	Coaches depart The Devon Hotel
6.00pm	Welcome Function at Len Lye Centre <i>(Coach transfers, canapes and beverages included in full and partner registration fee)</i>
7.30pm	Coaches return to The Devon Hotel Free evening



[Thursday 11 April](#)
[Friday 12 April](#)
[Saturday 13 April](#)

Friday 12 April

8.00am	Registration desk open tea and coffee available			
8.30am	Conference Opening			
9.00am	New Plymouth Mayor Neil Holdom			
9.15am	Looking Forward, encouraging Youth and Talent Darren Pratley			
10.00am	Engaging with the Maori Community Puna Wano-Bryant and Wharehoka Wano			
10.45am	Morning tea			
11.15am	Taranaki Mounga Project - eradicating all predators off the Mount Sean Zeiltjes			
12.00pm	Youth Engagement Sarah Colcord			
12.45pm	Lunch			
1.45pm	Address by Minister for Local Government Nanaia Mahuta			
2.30pm	Award participant presentations			
3.15pm	Afternoon tea			
3.45pm	Concurrent Workshops:			
	Are we People Friendly enough? Lance Girling-Butcher	Building strong Te Ao Maori relationships Puna Wano-Bryant & Wharehoka Wano	Towards Predator-Free Taranaki Toby Shanley	Age Friendly Communities Diane Turner
5.15pm	Close			
7.00pm	Conference Dinner and Best Practice Awards at The Devon Hotel <i>(Dinner, beverages, entertainment included in full and partner registration fee.)</i>			



Saturday 13 April

8.00am	Registration desk open tea and coffee available		
8.30am	Chair of NZ Community Boards Mick Lester		
8.45am	LGNZ Update Dave Cull, President of Local Government NZ		
9.15am	LGNZ Localism Project Malcolm Alexander, CEO of Local Government NZ		
9.45am	Topic TBC Shay Wright		
10.30am	Morning tea		
11.00am	Concurrent workshops		
	The important role of Youth Voice Groups locally and regionally Shay Wright and Sarah Colcord	Rural Connectivity Group – RBI2 and Mobile Black Spots Programme Caitlin Metz	Community Emergency Planning Ben Ingram
12.30pm	Lunch		
1.30pm	Active Aging Natalie Jackson		
2.15pm	Thinking about Education to Employment Warwick Foy		
3.00pm	Conference wind up		
5.30pm	Post conference BBQ at The Devon Hotel <i>(Dinner included in full and partner registration fee. Cash bar.)</i>		



Best Practice Awards

An opportunity for your Community Board to showcase a project or initiative and a chance to win the Supreme Best Practice Award.

What are the Awards?

- the Community Boards Executive Committee Best Practice Awards recognise excellence in the implementation of projects and initiatives in local governance
- these awards are offered by the New Zealand Community Board Executive Committee (CBEC)
- prizes will be presented to the winners along with a runner up of each category (see below)
- a supreme winner will be chosen by CBEC from the winners of the individual categories

The objectives of the Awards are

- recognition of significant contributions made by Community Boards to the process of achieving excellence in local governance
- development of the Award's scheme as a learning tool for quality improvements in the functioning of Community Boards
- fostering the exchange of the best practice and innovative ideas.

Outstanding contribution award

The Community Board Executive Committee has agreed that a new award for individual community board members will be bestowed at the 2019 conference in New Plymouth. The award will be given to individual community board members who have been judged to have made an outstanding contribution to their community board and their communities. The award replaces the long service award that was given out at previous conferences.

Nominations must be made by a community board member and seconded by a member of the same community board as that to which individual being nominated belongs. Supporting information must be less than 50 words. [Click here](#) to download the nomination form. Forms need to be sent to mike.reid@lgnz.co.nz by **15 February 2019**.

Best Practice Awards

Categories

The Community Boards Executive Committee (CBEC) Best Practice Awards are designed to reflect the diversity of the work community boards undertake for their communities. The categories for the 2019 Best Practice Awards are set out below.

Leadership

The judges are looking for a community board which has, exercising its leadership mandate, made an improvement to its community. This could involve:

- a successful advocacy campaign resulting in beneficial change;
- partnering with one or more agency to improve local services; or
- utilising an innovative communication approach.

Enhancing Communities

The judges are looking for a project, programme or initiative which has been funded, commissioned and/or led by a community board which has enhanced the quality of life and/or environment of their community. Projects which have, for example:

- contributed to harmonious relationships and stronger community networks;
- developed local or neighbourhood amenities; or
- strengthened an understanding of the history heritage and story of that community.

Engaging Communities

The judges are looking for a project or initiative in which a community board has taken an innovative approach to consultation and engagement. This can involve:

- initiatives taken to promote community feedback on a consultation exercise, such as an annual plan, long term plan or a specific community board initiative;
- methods taken for engaging with local organisations, such as Maori organisations, business associations and community organisations; or
- initiatives in which a board has successfully increased the participation of groups within their communities that have traditionally been under-represented in local affairs, such as young people and new residents.

Overall winners

In addition to being recognised as a category winner there are two other prizes; the Peoples' Choice and the Supreme Winners.

Peoples' Choice Winner

The People's Choice award is determined by conference participants who will have the opportunity to vote for the project of their choice at the conference. All finalists will be eligible for the Peoples' Choice award and the results will be announced at the conference dinner.

Supreme Winner

The Supreme Winner will be selected by the judging panel from amongst the category award winners. It will reflect the project that the judges have determined as the most innovative and having resulted in the greatest community value.

The community board that wins the Supreme award will be offered the opportunity to have their winning entry made into a webinar by the EquiP team. The objective of the webinar is

to celebrate best practice and provide a learning resource to community boards throughout New Zealand.

How to enter

- You can submit as many entries as you wish, however, each entry should relate to a single category only and specifically address the purpose of that category. The judges may transfer entries into a different category if they feel this is appropriate.
- Applications must be on the 2019 CBEC Best Practice Awards [application form](#). Additional information, such as photos or a PowerPoint presentation, can be attached.
- Each application should include all the relevant information relating to your application.

What information to provide

In addition to the information required in the 2019 CBEC Best Practice Awards application form, you can also include:

- information on the length of time over which the initiative occurred;
- a list of the different organisations involved in the initiative (for example, government agencies, community organisations, businesses, individuals) and how their participation was achieved;
- a brief estimation of the initiative's cost, how it was financed, such as rates or grants, and how costs were managed;
- a brief explanation of the benefits resulting from the project; and
- information on lessons learned, including barriers encountered, what would be done differently next time, and how the initiative might be useful to other community boards.

Send your entry to

Local Government New Zealand: info@lgnz.co.nz

Closing date for entries

Friday 8 March 2019 at 5.00pm. No late entries will be accepted.

Judging process

All applications will be reviewed by the Conference Judging Panel.

Announcement of the winners

The Awards will be announced and presented at the Conference Dinner on Friday 12 April 2019 and in order to promote best practice in the functioning of community boards and to foster the exchange of best practice and innovation, winning entries will be featured on the LGNZ website.

Please Note: By entering the awards you are agreeing to the publication of your entry.

Open Meeting

To	Raglan Community Board
From	Tony Whittaker Chief Operating Officer
Date	30 January 2019
Prepared by	Juliene Calambuhay Management Accountant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0507
Report Title	Discretionary Fund Report to 30 January 2019

1. EXECUTIVE SUMMARY

To update the Board on the Discretionary Fund Report to 30 January 2019.

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received.

3. ATTACHMENTS

Discretionary Fund Report to 30 January 2019

RAGLAN COMMUNITY BOARD DISCRETIONARY FUND 2018/2019

			1,206,170.4
2018/19 Annual Plan			14,271.00
Carry forward from 2017/18			5,826.00
Total Funding			<u><u>20,097.00</u></u>
Expenditure			
18-Jul-2018 The Inspiring Communities - One day workshop for Raglan Naturally (excl GST)	RCB1808/08	1,027.39	
28-Aug-2018 Gabrielle Parson - Future Focus workshop on 26 May 2018	RCB1808/08	275.65	
28-Aug-2018 Gabrielle Parson - Future Focus workshop on 26 May 2018	RCB1808/08	250.00	
02-Oct-2018 Contribution from the Mayoral Fund towards Raglan Naturally		992.74	
02-Oct-2018 Commitment to support the Raglan Naturally project (remaining balance)	RCB1805/08	93.50	
02-Oct-2018 Raglan Naturally - costs for July, August and September 2018 (\$3000 less \$567)	RCB1808/08	2,433.00	
19-Nov-2018 Raglan Lions Club - 2018 New Year's Eve parade prizes	RCB1811/05	900.00	
22-Nov-2018 Xtreme Zero Waste Inc Society - Plastic Free Raglan project	RCB1811/06	2,500.00	
Total Expenditure			<u>(8,472.28)</u>
Net Funding Remaining (Before commitments)			<u>11,624.72</u>
Commitments			
19-Mar-2018 Raglan Point Boardriders - safety information signage boards for 2017-2018	RCB1803/04	2,000.00	
19-Mar-2018 Raglan Point Boardriders - safety information signage boards for 2018-2019	RCB1803/04	2,000.00	
08-May-2018 Commitment for youth activities	RCB1805/04	120.00	
12-Jun-2018 Raglan Area School - cost of photo booth and entertainment for senior ball	RCB1806/04	1,450.00	
13-Nov-2018 Raglan Golf Club - cost of upgrading mini putt greens	RCB1811/04	3,500.00	
Total Commitments			<u>(9,070.00)</u>
Net Funding Remaining (Including commitments) as of 30 January 2019			<u><u>2,554.72</u></u>

Open Meeting

To	Raglan Community Board
From	Bob MacLeod Chair Raglan Community Board
Date	8 January 2019
Prepared by	Rose Gray Democracy Manager
Chief Executive Approved	Y
DWS Document Set #	GOV0507
Report Title	Receipt of the Raglan Town Hall Minutes

1. EXECUTIVE SUMMARY

Attached are the minutes of the Raglan Town Hall Committee meeting held on 15 November 2018 for your information.

2. RECOMMENDATION

THAT the minutes of a meeting of the Raglan Town Hall Committee be received.

3. ATTACHMENTS

Minutes

**MINUTES OF THE MEETING OF THE
RAGLAN TOWN HALL COMMITTEE**

HELD ON 15 NOVEMBER 2018 at 7.45 am

PRESENT: P.Mitchley, S.Soanes, K Warren, P Rickard. G.Parsons

CONFIRMATION OF STATUS OF AGENDA ITEMS: Moved Mr Soanes /Mrs Mitchley **That all agenda items be considered in open meeting.**
Carried on the voices

CONFIRMATION OF MINUTES: Moved Mr Soanes/ Mr Rickard **That the minutes of a meeting held on 21 June 2018 be confirmed as true and correct.** Carried on the voices

MATTERS ARISING FROM MINUTES:

- The front garden has been maintained by Raglan Buds and is looking very tidy.
- The separate power meters have been installed. Kay and Patti to read the meters monthly and record the results.

CORRESPONDENCE:

- Bank Statements

6.1 Financial report

The Secretary presented the Financial Statements. The current working account balance is \$18723-54. The term investment balance stands at \$63932-59.

Moved Ms Mitchley / Mr Soanes **That the Financial Statements ending 18 October 2018 be received**

Carried on the voices

GENERAL BUSINESS

- The cost of cleaning materials appears to be quite high. Can we get a better deal by approaching approved suppliers? Secretary to investigate and report back to the Committee.
- Some maintenance issues are being dealt with directly by Council though the CRM/Customer request system and directed to Council's contractors, and are not being directed to the Committee for action. The Committee only learns of the actions taken by Council after the work is completed and the 4 monthly rating reconciliation advice is received. This can lead to a delay of

up to 6 months before the Committee is aware that maintenance work has been performed. (E.g. a sheet of iron off the side fence was refixed in position by Council contractor at the cost to the committee of \$250. The hall maintenance person had removed the sheet to clean out the stormwater chamber and complete the maintenance work at the rear of the hall. The fence had to be dismantled after the contractor left so work on the Hall could be completed. The committee were not aware the cost had been incurred for several months – too late to complain).

Ms Parsons will raise the matter at the next meeting of Raglan Community Board.

Moved Mr Soanes / Mrs Mitchley **THAT the Committee request Council that all maintenance matters be referred to the Hall committee in the first instance unless of an emergency nature; and that Council advises the Chairperson and /or Secretary of any non-scheduled or emergency maintenance matters before work commences.** Carried on the voices

Maintenance

- Rear wall of Hall is being resealed and painted. This will complete the hall exterior painting.

There being no further business the meeting was declared closed at 9.00am.

P.Mitchley
Chairperson