

Agenda for a meeting of the Huntly Community Board to be held in the Riverside Room, Civic Centre, Main Street, Huntly on **TUESDAY 18 JUNE 2019** commencing at **6.00pm**.

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

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

3. DISCLOSURES OF INTEREST

4. CONFIRMATION OF MINUTES

Meeting held on Tuesday 21 May 2019 2

5. REPORTS

| | | |
|-----|--|--------|
| 5.1 | Public Forum | Verbal |
| 5.2 | NZ Police Update | 9 |
| 5.3 | Discretionary Fund Report to 06 June 2019 | 10 |
| 5.4 | Huntly Works & Issues Report Status of Items June 2019 | 12 |
| 5.5 | Chairperson's Report | 19 |
| 5.6 | Councillors' and Community Board Members' Reports | Verbal |

GJ Ion
CHIEF EXECUTIVE

Open Meeting

| | |
|---------------------------------|---|
| To | Huntly Community Board |
| From | Gavin Ion Chief Executive |
| Date | 4 June 2019 |
| Prepared by | Lynette Wainwright Committee Secretary |
| Chief Executive Approved | Y |
| Reference # | GOV1318 |
| Report Title | Confirmation of Minutes |

I. EXECUTIVE SUMMARY

To confirm the minutes of the Huntly Community Board meeting held on Tuesday 21 May 2019.

2. RECOMMENDATION

THAT the minutes of the meeting of the Huntly Community Board held on Tuesday 21 May 2019 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

HCB Minutes – 21 May 2019

MINUTES of a meeting of the Huntly Community Board held in the Riverside Room, Civic Centre, Main Street, Huntly on **TUESDAY 21 MAY 2019** commencing at **6.00pm**.

Present:

Mrs S Stewart (Chairperson)
 Cr S Lynch
 Cr F McNally
 Ms K Bredenbeck
 Mr R Farrar
 Mrs D Lamb
 Mr C Rees

Attending:

Ms V Jenkins (HR Manager)
 Mr B Stringer (Democracy Manager)
 Mrs L Van Den Bemd (Community Development Advisor)
 Mr S Toka (Iwi and Community Partnerships)
 Mrs LM Wainwright (Committee Secretary)

Ms P Comins (Youth Representative)
 Sergeant J Stapleford (NZ Police)
 Mr R Hickey (Assistant Programme Manager, Graeme Dingle Foundation Waikato)
 Ms E Wawatai (Harty Sistaz Youth Action Group)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Cr McNally/Mrs Lamb)

THAT an apology be received from Ms Langlands.

CARRIED on the voices

HCBI905/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mrs Lamb/Cr Lynch)

THAT the agenda for a meeting of the Huntly Community Board held on Tuesday 21 May 2019 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received;

AND FURTHER THAT Ms Comins, youth representative, be given full speaking rights for the duration of the meeting.

CARRIED on the voices

HCB1905/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Cr McNally/Mrs Lamb)

THAT the minutes of a meeting of the Huntly Community Board held on Tuesday 19 March 2019 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

HCB1905/03

REPORTS

Public Forum

Agenda Item 5.1

The following items were discussed at the public forum:

- Positive feedback had been placed on Facebook for Council's work on the Huntly Train Station and Fairfield Basketball Court. Thanks would be passed to the staff involved.

NZ Police Update

Agenda Item 5.2

The report was received [*HCB1905/02 refers*] and Sergeant Stapleford gave a verbal report on the following items:

- Building work had been completed on the Huntly Police Station.
- Youth crime figures in the Huntly area had reduced in number.
- Warrants were currently being executed in the Huntly area.
- Huntly Police were forming good relationships with troubled youth and their families.
- If members of the public observe motorbike offending in the area, the Police would welcome a call and any photos taken.

Discretionary Fund Report
Agenda Item 5.3

The report was received [*HCB1905/02 refers*] and discussion was held on the following items:

- Lakeside Christian Life Centre – Easter function. An accountability form would be provided to the 18 June 2019 Board meeting.
- Huntly Volunteer Fire Brigade – the Board would welcome a funding application from the group. This application would be completed and brought to the 18 June 2019 Board meeting for consideration.

ACTION: The Community Development Advisor to provide to the June 2019 Huntly Community Board meeting, an accountability form for the Christian Life Centre Easter function and a funding application from the Huntly Volunteer Fire Brigade.

Application for Funding – Graeme Dingle Foundation Waikato
Agenda Item 5.4

The report was received [*HCB1905/02 refers*] and discussion was held. Mr Hickey gave a verbal report on the benefits to communities that run these programmes.

Resolved: (Ms Bredenbeck/Cr Lynch)

THAT an allocation of \$885.00 is made to the Graeme Dingle Foundation Waikato towards the cost of the developing a Huntly West Community led project.

CARRIED on the voices

HCBI905/04

Proposed Childcare Allowance for Local Government Elected Members
Agenda Item 5.5

The report was received [*HCB1905/02 refers*]. The Democracy Manager provided an overview of the report on the proposed childcare allowance for elected members and discussion was held.

- Members agreed, in principle, that this allowance would enable a wider group to stand for Community Boards and Council. They suggested an allowance would be more beneficial for Councillors than Community Board members.
- Members agreed there was general support for this allowance.

Resolved: (Mrs Lamb/Mr Rees)

THAT the Huntly Community Board provides its feedback on the Remuneration Authority's draft Policy on a childcare allowance for elected Members.

CARRIED on the voices

HCB1905/05

Iwi & Community Partnership Manager

Agenda Item 5.6

The report was received [*HCB1905/02 refers*]. Mr Toka gave a verbal presentation on his new role with Waikato District Council.

Harty Sistaz Youth Action Group Update

Agenda Item 5.7

The report was received [*HCB1905/02 refers*] and Ms Wawati was congratulated on her informative report. General discussion was held on the following items:

- The Youth Action Group took a trip to the Ngaruawahia Library, and The Point and playground.
- The Group was disheartened by drugs made, and crime occurring, in the Huntly community.
- Bethell park – Council staff donated rubbish bags and gloves for the group to collect rubbish. There were motorbike issues at Bethell Park, which the Group considered was a danger to the public.
- Inspire Hub – The Group considered the opening hours were restrictive.

Huntly Community Plan Update

Agenda Item 5.8

The report was received [*HCB1905/02 refers*]. The Board would hold a workshop to work through the plan and identify key priorities.

Huntly Entrance Signage
Agenda Item 5.9

The report was received [*HCB1905/02 refers*] and discussion was held on the following items:

- The Board favoured the concepts on page 98 of the Agenda – two (2) images on each panel;
- The signs to be placed at the northern and southern ends of Huntly.

Resolved: (Mrs Lamb/Cr Lynch)

THAT the Huntly Community Board agrees to commit funding of \$5,000.00 to revitalise the two Huntly entrance signs;

AND THAT the Huntly Community Board will work with Council's Communications, Engagement & Marketing Team to then work with the community and various community groups to determine what the signs will look like.

CARRIED on the voices

HCBI905/06

Huntly Works & Issues Report: Status of Items May 2018
Agenda Item 5.10

The report was received [*HCB1905/02 refers*] and discussion was held on the following items:

- Huntly South – uneven footpath needed repairing.
- Flags in the Main Street of Huntly needed replacement as they had been destroyed by poor weather.
- Mr Toka advised that iwi had been consulted on laying of the water pipeline.
- Railway Station – upgrade, platform and parking.

Year to Date Service Requisition Report
Agenda Item 5.11

The report was received [*HCB1905/02 refers*] and no discussion was held.

Chairperson's Report
Agenda Item 5.12

The report was received [*HCB1905/02 refers*] and no discussion was held.

Councillors' and Board Members' Reports
Agenda Item 5.13

The report was received [HCB1905/02 refers] and discussion was held. Verbal reports were received on the following items:

- Meetings and workshops recently attended by Councillors.
- A “Forward Thinking Future Plan” is now in place for Kimihia Home.

There being no further business the meeting was declared closed at 7.28pm.

Minutes approved and confirmed this day of 2019.

K Langlands
CHAIRPERSON

Open Meeting

| | |
|---------------------------------|---|
| To | Huntly Community Board |
| From | Gavin Ion Chief Executive |
| Date | 7 June 2019 |
| Prepared by | Lynette Wainwright Committee Secretary |
| Chief Executive Approved | Y |
| Reference # | GOV0514 |
| Report Title | NZ Police Update |

I. EXECUTIVE SUMMARY

To advise members that a representative from the New Zealand Police will be in attendance at the Community Board meeting.

2. RECOMMENDATION

THAT the report from the Chief Executive be received.

3. ATTACHMENTS

Nil

Open Meeting

| | |
|---------------------------------|--|
| To | Huntly Community Board |
| From | Tony Whittaker Chief Operating Officer |
| Date | 06 June 2019 |
| Prepared by | Julienne Calambuhay Management Accountant |
| Chief Executive Approved | Y |
| Reference/Doc Set # | GOV0505 |
| Report Title | Discretionary Fund Report to 06 June 2019 |

1. EXECUTIVE SUMMARY

To update the Board on the Discretionary Fund Report to 06 June 2019.

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received.

3. ATTACHMENTS

Discretionary Fund Report to 06 June 2019

HUNTLY COMMUNITY BOARD DISCRETIONARY FUND 2018/2019

| | GL | GL 1.204.1704 |
|--|-----------------------|------------------|
| 2018/19 Annual Plan | | 24,026.00 |
| Carry forward from 2017/18 | | 24,523.00 |
| Total Budget | | 48,549.00 |
| Income | | |
| 28/08/2018 Remaining funds of Huntly Events Committee transferred to HCB | | 1,757.95 |
| Total Funding Available | | 50,306.95 |
| Expenditure | Resolution No. | |
| 1/07/2018 Robin Thurston - removal of graffiti | HCB1806/06 | 400.00 |
| 1/07/2018 North Waikato Transport Trust - Waka Tautoko - volunteer uniforms | HCB1805/05 | 850.31 |
| 1/08/2018 Robin Thurston - removal of graffiti | HCB1806/06 | 400.00 |
| 16/08/2018 Reimbursement to K Langlands - equipment hire for Business Breakfast meetings | HCB1802/04 | 274.50 |
| 29/08/2018 Blue Ripple Ltd - Catering 22 & 29 Aug 18 | HCB1808/04 | 400.00 |
| 25/09/2018 Thank you gift for R Thurston | HCB1808/04 | 150.00 |
| 25/09/2018 Catering exp for Sports groups - K Langlands reimbursement | HCB1808/04 | 35.78 |
| 25/09/2018 Let's Get Together - Huntly Wearable Arts Show 2018 | HCB1808/05 | 1,625.00 |
| 3/12/2018 Flagmakers - community flags (funded partly from funds from Huntly Events Committee) | HCB1808/04 | 4,705.31 |
| 4/12/2018 Lakeside Christian Life Centre - 2018 Carols at the Lakeside event | HCB1811/05 | 3,000.00 |
| 21/12/2018 Huntly Community Angels - Christmas in the Park event | HCB1811/04 | 3,629.40 |
| 3/04/2019 Order of St John Central Region Trust Board -new equipment for ambulance | HCB1903/06 | 1,668.52 |
| 5/04/2019 Lakeside Christian Life Centre - hosting an Easter event | HCB1903/05 | 904.25 |
| Total Expenditure | | 18,043.07 |
| Net Funding Remaining (Excluding commitments) | | 32,263.88 |
| Commitments | | |
| 21/06/2016 Commitment for placemaking projects (HCB1606/03/1) | 15,000.00 | |
| Less: Expenses | 2,874.61 | 12,125.39 |
| 21/02/2017 Huntly Christmas related activities - recurring | HCB1702/04 | 3,800.00 |
| 21/08/2018 Secret Garden Project | HCB1808/04 | 1,000.00 |
| 21/08/2018 Plastic organiser bins | HCB1808/04 | 75.00 |
| 21/05/2019 Graeme Dingle Foundation - Huntly West community led project | HCB1905/04 | 885.00 |
| 21/05/2019 Revitalise 2 Hntly entrance sites | HCB1905/06 | 5,000.00 |
| Total Commitments | | 22,885.39 |
| Net Funding Remaining (Including commitments) as of 06 June 2019 | | 9,378.49 |

Open Meeting

| | |
|---------------------------------|--|
| To | Huntly Community Board |
| From | Vanessa Jenkins People & Capability Manager |
| Date | 29 May 2019 |
| Prepared by | Sharlene Jenkins Executive Assistant |
| Chief Executive Approved | Y |
| Reference/Doc Set # | GOV0505 / 2249812 |
| Report Title | Huntly Works & Issues Report: Status of Items June 2019 |

1. EXECUTIVE SUMMARY

To update the Huntly Community Board ("the Board") on issues arising from the previous meeting.

2. RECOMMENDATION


THAT the report from the People & Capability Manager be received.

3. ATTACHMENTS

Huntly Works & Issues Report: Status of Items June 2019

HUNTLY COMMUNITY BOARD

WORKS & ISSUES REGISTER – 2019

| Issue | Area | Action | Comments |
|--------------------------------------|---------------------|---|---|
| Broken pavers, Main Street Huntly | Service Delivery | <p>JUNE 2018: There are several broken and cracked pavers along on Main Street. Need a solution to replacing these i.e. pavers could be swapped out with pavers from a low traffic area.</p>  <p>EXAMPLES of broken pavers outside of Fruit King (55 Main Street)</p> | <p>AUGUST 2018: Waikato District Alliance Maintenance Operations Manager met with the Chair on 01 August 2018.</p> <p>There is some discussion to be had with WDA / Waikato District Council around the damaged pavers. The existing pavers cannot be supplied anymore hence replacing like for like cannot be done so other options will have to be looked at.</p> <p>Maintenance Operations Manager to have discussions with WDA staff with practical solutions to this issue.</p> <p>SEPTEMBER 2018: Current footpath repair maintenance funding is allocated to repair existing trip hazards and unsafe sections of footpath.</p> <p>Staff will review funding availability once unsafe footpath work has been completed.</p> <p>NOVEMBER 2018: Pavers have been located at the Ngaruawahia main offices. There are 57 pavers in total.</p> <p>FEBRUARY 2019: Some pavers (20+) have been used to replace others that have been broken during recent service upgrades in the Main Street. Will reassess site once upgrade is complete.</p> <p>MARCH 2019: Waikato District Alliance Maintenance Operations Manager to discuss with Community Board Chair. The worst of the broken pavers will be identified for replacement using the remaining supply of pavers at the Ngaruawahia main offices. Once this has been completed, WDA will reassess the situation. Programme for replacement will be before end of May 2019.</p> <p>MAY 2019: Waikato District Alliance Maintenance Operations Manager meeting onsite with the Chair on Monday, 21 May to progress to a solution.</p> <p>JUNE: 2019: Meeting held with Chair and Waikato District Alliance on 23 May. Discussed practical options for replacement on broken/cracked pavers. It was agreed the best way forward to ensure the existing look/style of the mainstreet footpaths was to remove selected strips of good pavers and use these pavers to replace those that are broken/cracked. The areas where we would remove good pavers, there would need to be some sort of art work put in place of the pavers. This is something the Chair was going to look into further.</p> <p>WDA at this stage was going to look at rough costings on the above and undertake some immediate repairs to trip hazards that were identified.</p> |

| Issue | Area | Action | Comments |
|---|------------------------|--|---|
| Removal and Control of Graffiti from private properties in Huntly | Huntly Community Board | AUGUST 2018: Community Board are investigating options for the removal and control of graffiti from private properties in Huntly. | <p>FEBRUARY 2019: The Chair has been in contact with other Community Board Chairs and it is clear that their districts do not have the level of graffiti that Huntly does, and what they have in place would not meet Huntly's needs.</p> <p>The Chair has also been in contact with the Department of Corrections regarding the local Periodic Detention group removing graffiti until a permanent solution is in place. The Chair is to confirm.</p> <p>MARCH 2019: Community Board working with the Department of Corrections to remove graffiti from Main Street buildings, with the permission of each retailer. WDA continues to remove graffiti from Council owned property.</p> |
| 140 Main Street, Huntly | Service Delivery | <p>AUGUST 2018: The Council owned building at 140 Main Street, Huntly is in a terrible state. Can this please be addressed.</p> <p>NOVEMBER 2018: Community Board to recommend to Council that building be demolished.</p> | <p>SEPTEMBER 2018: Staff are investigating the matter and will provide an update for next meeting.</p> <p>FEBRUARY 2019: To be discussed at the February meeting.</p> <p>MARCH 2019: Still to be discussed.</p> <p>MAY 2019: Council's new Strategic Property Manager to contact the Chair to work through options.</p> <p>JUNE 2019: Meeting with the Huntly Community Board Chair and Council Strategic Property Staff. Staff to investigate ownership, occupancy, and disposal options.</p> |

| Issue | Area | Action | Comments |
|--------------------------|------------------|--|---|
| Huntly War Memorial Hall | Service Delivery | <p>SEPTEMBER 2018: Mould testing has come back with an all clear for the Memorial Hall, except for the kitchen area, so planning is ongoing around how to address the issue. A report will go through to Council outlining the works plan (roofing, make safe, general tidy up, etc.) and requesting existing Long Term Plan budgets be moved forward to allow work to be completed in the short term.</p> | <p>NOVEMBER: Council resolved that funding be brought forward to allow works to be completed. Memorandum of Understanding drafted and ready for all parties to sign to allow works to begin in earnest. Some tidy up work already completed including removal of water damage in the kitchen, to be re-tested for mould.</p> <p>The community project group is organising an “open day” on 11 November to allow the public access to the main hall (kitchen and supper room to remain closed off) and to allow them to meet the project group.</p> <p>FEBRUARY 2019: Open day well received by those that attended (an estimated 35 people), general interest in use of the hall being expressed from a number of sources. Water damaged materials have largely been cleared out and the hall cleaned, mould re-testing completed with result indicating some contamination still in kitchen areas largely due to the presence of rotted wood (still to be removed). Safety fence scaffolding is currently being erected around roof to allow work on roof area to begin in earnest. Electrical work is ongoing with compliance being tested as work progresses. Seeking costs for some plumbing works required.</p> <p>MARCH 2019: Roof water tightness work ongoing, fastenings on main roof being replaced and roof to be re-sprayed. Unisex accessible toilet to be installed adjacent to men’s change room, discussion with Building Quality around requirements and investigation into route for water/waste pipes. Timber secured through Placemakers Huntly and Resene to supply paint.</p> <p>MAY 2019: The War Memorial Hall is now water tight with water damage repairs ongoing, though these should be complete toward the end of May. Hot water installed in kitchen and kitchen walls painted. Internal painting in supper room and toilets to be completed alongside suspended ceiling replacement/install. Entranceway refurbished with window grouting replaced, water damage removed and repainting completed. Gardens have been tidied up and surrounds painted. Fire report completed and requires the install of sensors and an alarm, to get pricing for this work.</p> <p>JUNE 2019: Staff are currently awaiting quotes for sensors and fire exit signs to be supplied and installed and may take up to two weeks. Building consent for the toilets has been applied for, which will also cover off the building WOF and can take up to 20 working days.</p> <p>An open day is planned around the end of June however this will depend on the above works.</p> <p>Once the opening day is confirmed WDC will update the Council Community Hall webpage to show the hall as available and will issue a press release and comment on Facebook to highlight the success, and promote use of the hall.</p> |

Service Delivery Programme Delivery – Updates

Projects – Updates

Playground Renewals

Fairfield Park Huntly, Basketball Court Upgrade

The design is complete for the proposed upgrade of the existing half sized basketball court to become a full sized court.

Negotiations are progressing with Land Information New Zealand (LINZ) to resolve legacy ownership issues and finalise the cadastral survey of the property boundaries. Ideally this work should be completed before the contract can be let to ensure that the project does not inadvertently encroach onto Crown owned/crown administered land.



Fairfield Park

Water Projects

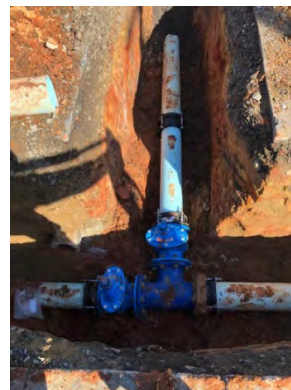
18/19 District Wide Water Reticulation Renewals - Contract 18/055

This contract provides the opportunity to undertake the construction of the 2018/19 District Wide Water Reticulation Renewals, which will offer a proactive response to the rapid growth throughout the communities within the Waikato District.

Construction of the 2018/19 District Wide Water Reticulation Renewals commenced mid-March with significant progress made to date.

Progress has seen installation of 1.7kms of water main replacements occurring with the pipeline installed over the projects four (4) northern sites; Port Waikato, Meremere and Huntly.

With approximately 30% of the projects sites complete, construction crews are set to move south and will commence physical works on the two larger Ngaruawahia and Horotiu sites.



*Huntly to Hopuhopu Pipeline (Stage 3) –
Packaged with Contract 18 078 Tuakau & H2H Bulk Watermain 2018-19*

Update on Progress

The physical works got underway in early February with the Taupiri Branch Pipeline drilled under the Waikato River and over to Hakarimata Road, where it connects into the H2H Bulk Watermain. The drilling operation has been completed on the Northern River crossing near Parker Road on the Hakarimata Road side and the final connections are programmed for completion by end of May 2019.

Works at the Ngaruawahia Reservoir are required to provide the filling and draining of the reservoirs from the Huntly to Hopuhopu pipeline. These works have been re-scoped as the asset team have requested we refurbish the valve chambers rather than just installing a new actuated valve in each chamber. These works have been scoped and priced and the works are progressing their way through approval process.



Drill rig on site for installing pipe under the Waikato River

George Drive Wastewater Renewal (2015/16)

Contract 15/192 works have slowed while final negotiations with the Contractor continue to confirm the forecast completion costs of the remaining works, and also while we await WEL Networks to install the power supply for the new pump station. All works are forecast to be

completed in June. The Contractor is maintaining the site to a good standard, and there is minimal impact on adjacent business during this time.



Pump Station works awaiting final reinstatement and WEL power supply

WWTP Wetlands Upgrade/Renewal

Waikato District Council requires improvements to the wetlands at Te Kauwhata, Meremere, and Huntly wastewater treatment plants (WWTPs). The wetlands follow the biological processes, and are critical to the removal of solids and pathogens in the effluent treated by the ponds. The WWTPs are not currently meeting the conditions of the resource consents at each site, and enhancements are required in order for the WWTPs improve compliance against the consents.

The Tender for Contract 18/114 closed on 1 April 2019. The tender report has been completed and we are awaiting approval to proceed with the works.

Facilities

Huntly War Memorial Hall

Building is now water tight, and water damage repairs ongoing should be complete towards the end of May. Internal painting in supper room and toilets is to be completed alongside suspended ceiling replacement/install. Entranceway is refurbished with window grouting replaced, water damage removed and repainting completed. The fire report is complete and requires the installation of sensors and an alarm. Pricing for this work is underway. A full report will go to Council within the next couple of months with a more complete update.



Huntly War Memorial Hall

Open Meeting

| | |
|---------------------------------|---|
| To | Huntly Community Board |
| From | Katrina Langlands Chairperson |
| Date | 7 June 2019 |
| Prepared by | Lynette Wainwright Committee Secretary |
| Chief Executive Approved | Y |
| Reference # | GOV0514 |
| Report Title | Chairperson's Report |

I. EXECUTIVE SUMMARY

Met with Nicolas Wells to discuss options with 140 Main Street, Huntly. Mr Wells is going to do some research into the history of the building to see where everything stands and what, if anything, the Council can do regarding the situation.

Walked the Main Street with Fraser from Alliance to discuss our options. Work will begin shortly on fixing the paver's that have sunk and pose an immediate risk, and some further work will be done on mapping the broken pavers and what we can do long term for this.

The Waikato Camera Trust met on 28th May. Wel Networks has come on board and will pay \$70,000.00 for the new posts we are short of. This will mean that stage one of the Huntly project is now paid for.

Attended the monthly clinic at the Library with Cr Lynch.

Attended the blessing of the new home in Huntly for the Sport Waikato Office. We need to help promote this group as they offer so many programmes that would be of a great advantage for many in our community.

Huntly Community Plan. Following the workshop held by the Board, notes are attached for the Board's information.

2. RECOMMENDATION

THAT the report from the Chairperson be received.

3. ATTACHMENTS

Nil