

Agenda for a meeting of the Onewhero-Tuakau Community Board to be held in the Board Room, Tuakau Memorial Hall, George Street, Tuakau on **MONDAY, 12 OCTOBER 2020** 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**  
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5. **PUBLIC FORUM**
6. **REPORTS**
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  - 6.2 Projects-Issues-Activities and Actions October 2020 10
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  - 6.4 Waikato District Council Executive Update Verbal
  - 6.5 Chairperson's Report Verbal
  - 6.6 Councillors' and Community Board Members' Report Verbal

GJ Ion  
**CHIEF EXECUTIVE**

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### **Open Meeting**

<b>To</b>	Onewhero-Tuakau Community Board
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	2 October 2020
<b>Prepared by</b>	Lynette Wainwright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0502
<b>Report Title</b>	Confirmation of Minutes

### **1. EXECUTIVE SUMMARY**

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To confirm the minutes of the Onewhero-Tuakau Community Board meeting held on Monday, 31 August 2020.

### **2. RECOMMENDATION**

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**THAT** the minutes of the meeting of the Onewhero-Tuakau Community Board held on Monday, 31 August 2020 be confirmed as a true and correct record of that meeting.

### **3. ATTACHMENTS**

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OTCB Minutes – 31 August 2020

Minutes of a meeting of the Onewhero-Tuakau Community Board held in the Board Room, Tuakau Memorial Hall, George Street, Tuakau on **MONDAY, 31 AUGUST 2020** commencing at **6.02pm**.

**Present:**

Ms C Conroy (Chairperson)  
Cr CA Eyre  
Cr SL Henderson  
Mr JM Lovatt  
Ms KAM Ngataki  
Mr VL Reeve  
Mrs BI Watson

**Attending:**

Mrs S O’Gorman (General Manager Customer Support)  
Mr S Toka (Iwi and Community Partnerships Manager)  
Mrs L Wainwright (Committee Secretary)

Mrs K Reese (Onewhero Area School Committee)  
Mrs A Ronaki (Onewhero Community Pool Committee)

Mr A Bayly (National MP for Port Waikato)  
Members of the public

**APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Ms Conroy/Ms Ngataki)**

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

**CARRIED**

**OTCB2008/01**

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Ms Conroy/Ms Ngataki)**

**THAT the agenda for a meeting of the Onewhero-Tuakau Community Board held on Monday, 31 August 2020 be confirmed and all items therein be considered in open meeting;**

**AND THAT all reports be received.**

**CARRIED**

**OTCB2008/02**

**DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**CONFIRMATION OF MINUTES**

**Resolved: (Mrs Watson/Mr Reeve)**

**THAT the minutes of a meeting of the Onewhero-Tuakau Community Board held on Monday, 20 July 2020 be confirmed as a true and correct record of that meeting.**

**CARRIED**

**OTCB2008/03**

**PUBLIC FORUM**

The following issues were discussed:

- Lack of communication on the inorganic refuse collection.
- Rejuvenation of the shops in the Tuakau CBD.
- Lack of stock signage on the Tuakau Bridge-Port Waikato Road.
- Railway station in Tuakau.

**REPORTS****Discretionary Fund Report to 31 July 2020****Agenda Item 6.1**

The report was received [*OTCB2008/02 refers*]. Discussion was held on the following matters:

- Placemaking – Funds in the pool of \$7,000 was correct.
- Tuakau Youth Centre – project not completed.
- Reimbursement for workshop expenses. Mr Reeve would confirm if he had been reimbursed.

**ACTION:** Murals – Staff to check payment of this invoice.

**Resolved: (Ms Ngataki/Mrs Watson)**

**THAT the Tuakau Lions funds of \$978.01 (Resolution No. OTCB2003/02) be returned to the pool.**

**CARRIED**

**OTCB2008/04**

Onewhero Amateur Swimming Club – Repair Pool Leaks and Upgrade  
Agenda Item 6.2

The report was received [*OTCB2008/02 refers*]. Mrs Reese and Mrs Ronaki summarised the application and noted the following:

- The concrete pool had cracked and the pipes under the pool were leaking.
- The option of spraying silicone into the concrete pool had a lifespan of 3-4 years.
- The placement of reinforcing steel inside the pool and spraying with concrete, had a lifespan of approximately 50 – 80 years and had a 10-year written guarantee from the pool installer.

**Resolved: (Ms Conroy/Ms Ngataki)**

**THAT an allocation of \$10,000.00 is made to the Onewhero Amateur Swimming Club towards costs to repair and upgrade the Onewhero community/school pool.**

**CARRIED**

**OTCB2008/05**

Projects – Issues – Activities and Actions August 2020  
Agenda Item 6.3

The report was received [*OTCB2008/02 refers*] and discussion was held on the following matters:

- Liquor Bylaw Review - The Board were encouraged to submit to the draft Proposed Waikato District Council Alcohol Control Bylaw 2020 when released for consultation in September 2020. Community feedback would be critical and add value when considering the bylaw.

**ACTION:** Lighting at Port Waikato – Service Delivery to confirm whether the lighting had been repaired before removing from the Action Register.

**ACTION:** George St/Buckland Road corner. Staff to report back to the next Board meeting on road signage progress.

**ACTION:** Trucks moving through Tuakau CBD – The Senior Transportation Engineer to contact Mr Reeve to discuss.

**ACTION:** Cleanliness of Tuakau Township – The Roading Team to report back to the next meeting of the Board.

**ACTION:** Level of Service – WDA work programme to be updated and provided to the next meeting of the Board.

**ACTION:** Papakura to Bombay Project – The Board requested a quarterly update from NZTA.

**ACTION:** Reinstatement of pavers in the Tuakau CBD. Staff to investigate the poorly reinstated pavers and report back to the next meeting of the Board.

**ACTION:** Tuakau Library – investigation required on the location of the CCTV infrastructure with a report back to the next meeting of the Board.

#### Waikato District Council Executive Update Agenda Item 6.4

The report was received [*OTCB2008/02 refers*]. The General Manager Customer Support noted the following matters:

- The effect of COVID-19 on Council and what would be the new normal.
- Flexible working environment for the organisation.
- Building and resource consent applications had remained high during the lockdown period.
- The pressure for monitoring and enforcement on the organisation.
- Technology upgrades in the Council Chambers and the difficulty in purchasing goods to complete the project.

#### Chairperson's Report Agenda Item 6.5

No report was received.

Councillor's/Councillors' and Board Members' Reports

## Agenda Item 6.6

The report was received [OTCB2008/02 refers] and discussion was held on the following matters:

- Representation Review – information was on the WDC website – Shape Waikato.
- Community Resilience Group, Port Waikato - dealing with the short, medium and long term resilience of the Port.
- New Facebook page called “On the Road Chat”.

There being no further business the meeting was declared closed at 8.08pm.

Minutes approved and confirmed this                      day of                      2020.

S Jackson  
**CHAIRPERSON**

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**Open Meeting**

<b>To</b>	Onewhero-Tuakau Community Board
<b>From</b>	Alison Diaz Chief Financial Officer
<b>Date</b>	23 September 2020
<b>Prepared by</b>	Jean de Abreu Support Accountant
<b>Chief Executive Approved</b>	Y
<b>Reference/Doc Set #</b>	GOV0514
<b>Report Title</b>	Discretionary Fund Report to 23 September 2020

**1. EXECUTIVE SUMMARY**

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To update the Board on the Discretionary Fund Report to 23 September 2020.

**2. RECOMMENDATION**

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**THAT** the report from the **Chief Financial Officer** be received.

**3. ATTACHMENTS**

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Discretionary Fund Report to 23 September 2020



**ONEWHERE TUAKAU COMMUNITY BOARD DISCRETIONARY FUND REPORT 2020/21 (July 2020 - June 2021)**

As at Date: 23-Sep-2020

			GL	1.215.1704
<b>2020/21 Annual Plan</b>				28,878.00
<b>2019/20 Carry forward</b>				65,296.00
<b>Total Funding</b>				<b>94,174.00</b>
<b>Income</b>				
<b>Total Income</b>				-
<b>Expenditure</b>				
01-Jul-20	Tuakau & Districts Development Association Incorporated: Installation of additional CCTV Camera's in Tuakau	OTCB1812/05		12,706.78
<b>Total Expenditure</b>				<b>12,706.78</b>
<b>Net Funding (Excluding commitments)</b>				<b>81,467.22</b>
<b>COMMITMENTS:</b>				
01-Sep-14	Contribution towards placemaking project (OTCB1409/06/2) Less : Expenses	OTCB1409/06/2	6,000.00 (1,500.00)	
06-May-19	Contribution to Placemaking project increased to \$7000	OTCB 1905/03	2,500.00	7,000.00
04-Jun-19	Tuakau Youth Centre building project	OTCB1906/04		3,000.00
06-Mar-20	Entrance fees at the Tuakau Swimming Pool for the remainder of the 2019/20 summer season	OTCB2003/03		3,550.00
16-Mar-20	Allocation of \$5,000.00 is made to the Onewhero Recreational Reserve Committee towards the cost of fencing the new BMX track	OTCB2003/02		5,000.00
31-Aug-20	An allocation of \$10,000.00 is made to the Onewhero Amateur Swimming Club towards costs to repair and upgrade the Onewhero community/school pool	OTCB2008/05		10,000.00
<b>Total Commitments</b>				<b>28,550.00</b>
<b>NET FUNDING REMAINING (Including commitments)</b>				<b>52,917.22</b>

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**Open Meeting**

<b>To</b>	Onewhero-Tuakau Community Board
<b>From</b>	Sue O’Gorman General Manager Customer Support
<b>Date</b>	12 October 2020
<b>Prepared by</b>	Evonne Miller
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0502
<b>Report Title</b>	Projects-Issues-Activities and Actions October 2020

**1. EXECUTIVE SUMMARY**

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

**2. RECOMMENDATION**

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

**3. ATTACHMENTS**

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- A Onewhero-Tuakau Community Board Projects-Issues-Activities and Actions October 2020
- B WDA Works Schedule
- C City Care & OCS Works Schedule

Onewhero-Tuakau Community Board Actions – October 2020

	<b>Actions</b>	<b>To Action</b>	<b>Update/Response</b>
1.	<b>George St/Buckland Road corner</b> 2/9/2020: update on what work has been completed please	Service Delivery - Roading	This will be included in the 2020/21 programme.
2.	<b>Cleanliness of Tuakau Township</b> 2/9/2020: Leaving on until report in November	Service Delivery - WDA/Roading	The Roading Team Leader will provide a report to the Community Board for the <u>November</u> meeting.
3.	<b>2/9/2020: NEW ACTION</b> <b>Chorus</b> Concern from Board members around the destruction by Chorus when laying fibre – they do not appear to be making good and taking back to previous quality – paving stones are undulating creating mobility issues – e.g. a man on crutches was having real difficulty navigating the surface.	Service Delivery	Staff met with all parties involved on 25 September 2020. Reinstatement works will be completed by mid October.
4.	<b>2/9/2020: NEW ACTION</b> <b>Tuakau Library</b> Concern from a Board member that the CCTV infrastructure, which he believes is in the new library and connected to the Police station will be disconnected during the reconstruction. Can this be investigated.	Service Delivery/ Cory Cullen (Community Projects)	Sue will provide a verbal update at the meeting.
5.	<b>Level of Service</b> 2/9/2020: Board want this to be left on as a permanent attachment to the report. Please update the schedule with information where it says “Not WDA” - who is the contractor and what is the delivery cycle?  Street Cleaning item on Schedule – can we get an on whose responsibility this is.	Service Delivery – WDA  Monitoring	Monitoring: The Public Places Bylaw only really focuses on damage/obstruction of public places as it might relate to footpaths etc in front of businesses. Nothing about cleaning of pavers.

## COMMUNITY PROJECTS UPDATE

### Whangarata Cemetery Development

Work is ongoing with preparations for contract documents.

### Tuakau Library (expected completion July 2021)

The Tuakau Library tender is currently advertised on GETS (Government Electronic Tendering Service), closing on Wednesday 21 October.

The Library will move over to the hall on 2 November, and through this week (2 - 6 November), the library will be closed. From 9 November the library will re-open operating out of the hall offering reduced services which include - issuing and returning of books, Toddler Time, SKOOB, Book Chat, and printing and photocopying.

The contract will be awarded to the successful tenderer in November.

### Onewhero Reserve Wastewater Upgrade

The tender for the final stage of the wastewater system has been awarded to CAMEX Civil for \$70,321.47.

The third and final stage will see two 25,000 litre and two 10,000 litre effluent tanks installed along with other minor works being carried out to complete the treatment system.

Physical works commenced on 17 September and significant progress has been made with the tanks installed within the first week. Commissioning tasks and further site upgrades are ongoing.



*Installation of additional tanks*

### Dr John Lightbody Reserve - Skatepark, Tuakau

The design work by Rich Landscapes has been commissioned by Tuakau Youth Sports Trust and will be available in January 2021.

Working on an agreement with the TYST to form a Multi Party Funding Agreement (MPFA) to manage the Funding/Grants.

Description of Work	Frequency	Dates Scheduled	Council Contract/ or Contractor or Businesses	Monitored by (ie who checks the work carried out)	Location
Empty Rubbish Bins	Daily (up to 3x per day)	Daily	Waikato Alliance Hard Surfaces	WDA	Road side bins
Footpath Maintenance/Upgrades	As programmed, prioritised based on risk & budget.	As programmed generally Jul to Oct.	WDA Hard Surfaces Only	WDA	District Wide
Graffiti Control	As required (Reactive)	As required but not prioritised over safety work	Currently some minor work is WDA	WDA	Rural & Urban District wide
Lights (Street)	As programmed Reactive	All year	WDA – very limited budget currently.	WDA	District Wide
Roadside Litter Collection	Cyclic activity done daily	All year	WDA	WDA	Rural District wide
Roadside Mowing	Cyclic Activity	Generally All year	WDA	WDA	Rural
Street Cleaning (Steam Clean Pavements - Footpath, hard surface)	6 mthly all CBD & 4 mthly Raglan CBD	Various throughout year	WDA	WDA	District wide
Street Cleaning (Sweeping Streets)	Cyclic Activity	Cyclic all year	Hand sweep k&c around bins & CBD when emptying bins each morning WDA kerb & channel sweeping	WDA	District wide

Description of Work	Frequency	Dates Scheduled	Council Contract/ or Contractor or Businesses	Monitored by (ie who checks the work carried out)	Location
Sumps - Cleaning/Clearing	Cyclic rotation 6 mthly	All year	WDA	WDA	Urban
Weed Spraying (between footpath, kerb and channel)	3 times/year	NOV,FEB,MAY	WDA kerb and channel only not footpath.	WDA	Urban
Cleaning Street Furniture/Assets (rubbish bins, power boxes, lamp posts, seats)			WDA do not do. Have requested funding through LTP Asset Management Planning		

Description of Work for Community Connections	Frequency	Council Contract/ or Contractor or Businesses	Monitored by	Location
Empty Rubbish Bins in Parks and Reserves	LB4 – 52/year LB3 – 116/year	Citycare	WDC and Citycare	Pokeno: Recreation Reserve LB4x1, Pokeno Toilets LB3x1, Mark Ball Drive Park LB3x1, Mark Ball Drive Playground LB3x1, Pokeno Cemetery LB4x1, Waterfall Reserve LB3x1 Tuakau: Centennial Park LB3x3, Central Park LB3x1, Dr John Lightbody LB3x1 I, Recreation Reserve LB3x2, Tuakau Cemetery LB3x2, Alexandra Redoubt LB3x1, Les Batkins LB3x3
Footpath Maintenance/Upgrades in Parks and Reserves		Citycare (minor works)	WDC and Citycare	All parks and reserves. Minor works/repairs as required. Major renewals works as per capital renewals programme.
Garden/Shrub Maintenance in Parks and Reserves and Street Landscapes	SH5 – 12/year SH3 – 25/year RO2 – 25/year AN2 – 25/year	Citycare	WDC and Citycare	Pokeno is a mixture of SH5 and AN2. Tuakau is a mixture of SH5, SH3 and RO2. Onewhero has SH5.
Graffiti Control in Parks and Reserves and Council owned facilities	As required	Citycare and OCS	WDC and Citycare	Parks and reserves and Council owned facilities. OCS does graffiti on public toilets only.
Mowing Street Verges	PM3- 46/year PM5- 24/year	Citycare	WDC and Citycare	Verges adjacent to parks and reserves
Roadside Mowing	PM5 – 24/year	Citycare	WDC and Citycare	Pokeno Dean Road Gardens
Toilet Cleaning Pokeno	Twice Daily	OCS	WDC and OCS	Pokeno Main Street.
Toilet Cleaning Tuakau	Daily	OCS	WDC and OCS	St Stephens Ave, Les Batkins, Dr John Lightbody, Escotts Road
Toilet Cleaning Onewhero	Daily	OCS	WDC and OCS	Onewhero Domain

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### **Open Meeting**

<b>To</b>	Onewhero-Tuakau Community Board
<b>From</b>	Sue O’Gorman General Manager Customer Support
<b>Date</b>	12 October 2020
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	OTCB2020
<b>Report Title</b>	Tuakau Skatepark Development

## **1. EXECUTIVE SUMMARY**

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The Tuakau Skatepark Development planning is in the final stages working towards detailed design. In order for the project to progress we are seeking the Board’s approval for the Skatepark Elements Plan that is attached to this report.

## **2. RECOMMENDATION**

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

**AND THAT** the **Onewhero-Tuakau Community Board** accept the attached **2D** design for the **Tuakau Skatepark Development** and gives the project approval to proceed.

## **3. BACKGROUND**

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### **3.1 Engagement/workshop outcome**

In 2018 Tuakau Youth Sport Trust engaged Rich Landscapes to facilitate an engagement day/workshop (22 November 2018) to discuss ideas and preferences, which then helped direct the conceptual design for the Tuakau Skatepark.

Attendees were asked to ‘vote’ on mood boards with red stickers to show their preference and they also sketched/ listed out their ideas.

An initial design was produced by Rich Landscapes as a result of this engagement.



### **3.2 Change of Scope**

However, the location for the skatepark on the original plan identified a risk that we would build on the sports field. We have also identified that the powerlines running through the site and the basketball court that is there will need to be removed.

Due to these circumstances we have had to use budget on changing the location and the removal of powerlines and the basketball court has resulted in down scaling the design to exclude the scooter track however, this can be added to skatepark at a later date.

After collating the data, Rich Landscapes were able to produce a 2D design (attached).

### **3.3 Multi-Party Funding Agreement**

In 2019 the Tuakau Youth Sports Trust (TYST) applied for additional funding from the Lotteries Grant Board, Waikato District Community Wellbeing Trust and the Onewhero-Tuakau Community Board to design and construct a skatepark in Tuakau.

The application was accepted, and funding was received by the Trust. TYST funding of \$344,000 combined with WDC project budget of \$350,000 makes up a total budget of \$694,000.

Department of Internal Affairs has funding conditions that TYST are required to abide by. Waikato District Council is also bound by conditions. Due to varying condition requirements WDC is drafting an agreement to incorporate all conditions from all parties in order to utilise all of the funding.

### **3.4 Decision**

In order for the project to progress we ask that the Board accepts the 2D design and gives approval for the project to proceed.

### **3.5 Next Steps**

With the Board's approval, a final design will be completed. We will use this design to form part of our tender in which we would appoint a contractor to build the skatepark. Due to the time frame of getting the approved design back and going out to tender, the build will not take place until next summer. It is not possible to construct prior to next summer as the winter weather conditions prevent the contractors to carry out this type of work.

## **4. ATTACHMENTS**

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- Skatepark Elements Plan





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PROJECT  
**TUAKAU SKATEPARK DEVELOPMENT**  
 Clayton Place, Tuakau

TITLE  
 Skate Elements Plan

SCALE  
 1:100 @ A1  
 1:200 @ A3

DATE  
 September 27, 2020

JOB NO. 1261  
 DRAWING NO. C02  
 REVISION -

ISSUED FOR  
 DEVELOPED DESIGN REVIEW





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**PROJECT**  
 TUAKAU SKATEPARK  
 DEVELOPMENT  
 Clayton Place, Tuakau

**TITLE**  
 Mood Sheet

**SCALE** - **DATE** September 27, 2020

**JOB NO.** 1261 **DRAWING NO.** C03 **REVISION** -

**ISSUED FOR:**  
 DEVELOPED DESIGN REVIEW