

Agenda for a meeting of the Ngaruawahia Community Board to be held in the Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 14 NOVEMBER 2017** commencing at **6.15pm**.

Note: A public forum will be held at 5.45pm prior to the commencement of the meeting.

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

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

3. DISCLOSURES OF INTEREST

4. CONFIRMATION OF MINUTES

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5. REPORTS

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| 5.8 | Year to Date Service Request Report | 58 |
| 5.9 | Joint Community Board and Community Committee December Meeting | 69 |
| 5.10 | Public Forum | Verbal |

- | | | |
|------|---------------------------------|---------------|
| 5.11 | Chairperson's Report | <i>Verbal</i> |
| 5.12 | Councillors' Report | <i>Verbal</i> |
| 5.13 | Community Board Members' Report | <i>Verbal</i> |

GJ Ion

CHIEF EXECUTIVE

Agenda2017\NCB\171114 NCB OP.dot

Open Meeting

| | |
|---------------------------------|-------------------------------------|
| To | Ngaruawahia Community Board |
| From | Gavin Ion Chief Executive |
| Date | 13 September 2017 |
| Prepared by | Wanda Wright Committee Secretary |
| Chief Executive Approved | Y |
| Reference # | Gov0508 |
| Report Title | Confirmation of Minutes |

1. EXECUTIVE SUMMARY

To confirm the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 12 September 2017.

2. RECOMMENDATION

THAT the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 12 September 2017 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

NCB Minutes

MINUTES of a meeting of the Ngaruawahia Community Board held in the Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 12 SEPTEMBER 2017** commencing at **6.15pm**

Present:

Mr J Whetu (Chair)
Cr JM Gibb
Cr E Patterson
Ms R Kirkwood
Ms K Morgan
Mrs J Stevens

Attending:

Mr GJ Ion (Chief Executive)
Mrs W Wright (Committee Secretary)
Ms A Ramsay
Mr S Solomon
Members of Staff
Members of the public

The Chair opened the meeting with a mihi and karakia.

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Ms Morgan/Ms Kirkwood)

THAT an apology be received from **Mr Sherson** and **Mrs Diamond**.

CARRIED on the voices

NCBI709/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Ms Kirkwood/Cr Pattterson)

THAT the agenda for a meeting of the **Ngaruawahia Community Board** held on **Tuesday 12 September 2017** be confirmed and all items therein be considered in open meeting;

AND THAT the **Board** resolves that the following item be added to the agenda as a matter of urgency as advised by the **Chairperson**;

- **Multipurpose Community Facilities**

AND FURTHER THAT all reports be received.

CARRIED on the voices

NCBI709/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Cr Patterson/Cr Gibb)

THAT the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 8 August 2017 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

NCBI709/03

REPORTS

Multipurpose Community Facility
Add.Item

Mr Solomon and Ms Ramsay gave a verbal presentation and answered questions from the Board.

Long Term Plan State of Play
Agenda Item 5.1

The report was received [NCBI709/02 refers].

The Chief Executive gave a powerpoint presentation and answered questions from the Board.

Tabled Item: LTP Powerpoint and handouts

Proposed 2017 Amendments to WDC Speed Limits Bylaw 2011
Agenda Item 5.2

The report was received [NCBI709/02 refers] and discussion was held.

Update on North Waikato Public Transport
Agenda Item 5.3

The report was received [NCBI709/02 refers] and discussion was held.

Discretionary Fund Report to 31 August 2017
Agenda Item 5.4

The report was received [NCBI709/02 refers] and discussion was held.

Resolved: (Cr Patterson/Ms Morgan)

THAT a commitment of \$170.00 be made for Mr Sherson's accommodation expenses (New Zealand Community Boards' Conference Methven, May 2017).

CARRIED on the voices

NCBI709/04

Ngaruawahia Works and Issues Report
Agenda Item 5.5

The report was received [NCBI709/02 refers] and discussion was held.

Resolved: (Ms Morgan/Ms Stevens)

THAT the following item be deleted from the Register:

- **Item 4 "House on poles/drums"**

CARRIED on the voices

NCBI709/05

Ngaruawahia Community Board Resolution/Action Register
Agenda Item 5.6

The report was received [NCBI709/02 refers] and discussion was held.

Resolved: (Ms Kirkwood/Ms Morgan)

THAT the following item be added to the Register;

- **Historic Issues for this triennium:**
 - o **"House on poles/drums" as Item 1**

CARRIED on the voices

NCBI709/06

Open Meeting

| | |
|---------------------------------|---|
| To | Ngaruawahia Community Board |
| From | Tim Harty General Manager Service Delivery |
| Date | 30 October 2017 |
| Prepared by | Jacki Remihana Programme Delivery Manager |
| Chief Executive Approved | Y |
| Reference # | Gov0508 |
| Report Title | Ngaruawahia Community Facility |

I. EXECUTIVE SUMMARY

A report including the final draft feasibility study will be circulated closer to the meeting to allow for community feedback from the Open Day held on 28 October 2017 to be incorporated.

2. RECOMMENDATION

THAT the report from the General Manager Service Delivery be received.

3. ATTACHMENTS

To be circulated

Open Meeting

| | |
|---------------------------------|--|
| To | Ngaruawahia Community Board |
| From | Tony Whittaker General Manager Strategy & Support |
| Date | 30 October 2017 |
| Prepared by | Julienne Calambuhay Management Accountant |
| Chief Executive Approved | Y |
| Reference/Doc Set # | GOV0508 / 1843133 |
| Report Title | Discretionary Fund Report to 31 October 2017 |

1. EXECUTIVE SUMMARY

To update the Board on the Discretionary Fund Report to 31 October 2017.

2. RECOMMENDATION

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

3. ATTACHMENTS

Discretionary Fund Report to 31 October 2017

NGARUAWAHIA COMMUNITY BOARD DISCRETIONARY FUND 2017/2018

| | | |
|---|-----------|-------------------------|
| | GL | 1,205,170.4 |
| 2017/18 Annual Plan | | 20,999.00 |
| Carry forward from 2016/17 | | 37,439.11 |
| Total Funding | | <u><u>58,438.11</u></u> |
| Expenditure | | |
| 04-Aug-17 Contribution towards adult playground fitness equipment | | 10,000.00 |
| Total Expenditure | | <u>10,000.00</u> |
| Income | | |
| Total Income | | <u>-</u> |
| Net Expenditure | | <u>10,000.00</u> |
| Net Funding Remaining (Excluding commitments) | | <u><u>48,438.11</u></u> |
| Commitments | | |
| Workshop costs/room | | 100.00 |
| Information signage boards | | 5,000.00 |
| 10-Nov-15 Commitments for the following projects (Resolution NCB 1511/06/2) | | |
| Workshop Expenses | | 300.00 |
| 14-Jun-16 Te Mana o Te Rangi Reserve | | 8,000.00 |
| 09-May-17 Table fee for tea and coffee per meeting (NCB1705/04/2) - ongoing | | 10.00 |
| 12-Sep-17 NZCB Conference (Methven, May 2017) - Mr Sherson's accommodation expenses | | 170.00 |
| Total Commitments | | <u>13,580.00</u> |
| Net Funding Remaining (Including commitments) as of 31 October 2017 | | <u><u>34,858.11</u></u> |

Open Meeting

| | |
|---------------------------------|--|
| To | Ngaruawahia Community Board |
| From | Tony Whittaker General Manager Strategy & Support |
| Date | 24 October 2017 |
| Prepared by | Lianne van den Bemd Community Development Advisor |
| Chief Executive Approved | Y |
| DWS Document Set # | CDR0502 / 1845683 |
| Report Title | Application for Funding – Ngaruawahia Community House Inc. |

I. EXECUTIVE SUMMARY

The purpose of this report is to present an application for funding from the Ngaruawahia Community House Inc. towards the cost of Christmas on Jesmond Street event.

2. RECOMMENDATION

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

AND THAT an allocation of \$..... is made to the Ngaruawahia Community House Inc. towards the cost of Christmas on Jesmond Street event;

OR

AND THAT the request from the Ngaruawahia Community House Inc. towards the cost of Christmas on Jesmond Street event is declined / deferred until for the following reasons:

3. BACKGROUND

Christmas on Jesmond Street is an event for the community of Ngaruawahia and surrounding villages (i.e. Glen Massey, Taupiri and Horotiu).

Past Christmas events have attracted between 2,000-3,000 people.

This event is a collaboration between the Ngaruawahia Community House, Radio Tainui and Twin Rivers Arts Centre. Planning for the coming 2017 Xmas @ the Point event is well underway.

This is a free family focused event.

The event is taking place on Sunday, 03 December 2017 on Jesmond Street in Ngaruawahia.

4. OPTIONS CONSIDERED

- 1) That the application is approved and an allocation of partial or full funding requested be made.
- 2) That the application is declined.
- 3) That the application is deferred.

5. FINANCIAL

Funding is available to allocate for the year.

The project is noted to cost \$9,326.00. The Ngaruawahia Community House Inc. is seeking funding of \$8,126.00 towards the cost of Christmas on Jesmond Street event.

| | | | |
|---|---------------------------------|---------------|------------|
| GST Registered | | | Yes |
| Set of Accounts supplied | | | Yes |
| Previous funding has been received by this organisation | | | Yes |
| Discretionary & Funding Committee | Waitangi Day Picnic @ the Point | November 2015 | \$4,888.97 |
| Ngaruawahia Community Board | Christmas on Jesmond Street | November 2017 | \$5,709.18 |
| Discretionary & Funding Committee | Picnic @ the Point | November 2017 | \$3099.94 |

6. POLICY

The application meets the criteria set in the Discretionary Grants Policy, one of which is that grants up to \$5,000.00 can be funded up to 100% at the discretion of the relevant community board or committee or Council's Discretionary & Funding Committee.

For grants above \$5,000.00 a funding cap of 75% of the total project cost applies (whichever is the greater) and other funding needs to be sought.

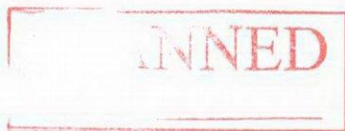
Funds cannot be uplifted until all sufficient funds for the project are approved.

7. CONCLUSION

Consideration by the Board is required with regard to this funding request.

8. ATTACHMENTS

Application for Funding – Ngaruawahia Community House Inc.



14
WAIKATO DISTRICT COUNCIL
 Att: Lianne
 6 OCT 2017
 Time: 3:30p Initials: JST



DISCRETIONARY FUNDING APPLICATION FORM

Important notes for applicant:

- It is recommended that, prior to submitting your application, you contact the Waikato District Council's community development co-ordinator, on 07 824 8633 or 0800 492 452, to discuss your application requirements and confirm that your application meets the eligibility criteria.
- Please read the Guidelines for Funding Applications document to assist you with completing this application form.
- All applications must be on this application for funding form. We will not accept application forms that have been altered.
- Please note that incomplete applications WILL NOT be considered. All parts of the application MUST be completed and all supporting information supplied.
- The checklist on page 5 needs to be completed.

Which fund are you applying to: (Please tick appropriate box)

Discretionary and Funding Committee Project Event

OR

Community Board / Committee Discretionary Fund

Raglan Taupiri Onewhero-Tuakau
 Ngaruawahia Huntly Te Kauwhata Meremere

Section I – Your details

Name of organisation

Ngaruawahia Community House Incorporated

What is your organisation's purpose?

To provide a community facility and community well-being to promote positive change for the people of Ngaruawahia and the surrounding districts.

Address: (Postal)

PO Box 96
 Ngaruawahia, 3742

Address: (Physical if different from above)

13 Galileo Street
 Ngaruawahia

Contact name, phone number/s and email address

Anne Ramsay
 Phone: 07 824 8340 extn 1
 Email: anner@ngacomhouse.org.nz

Charities Commission Number: (If you have one)

CC21923

Are you GST registered? No Yes GST Number 089 / 537 / 796

Bank account details 06 / 0377 / 0097439 / 00

Bank ANZ Branch Hamilton

The following documentation is required in support of your application:

- A copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club
- Encoded deposit slip to enable direct credit of any grant payment made
- A copy of any documentation verifying your organisations legal status

Section 2 – Community wellbeing and outcomes

Which community wellbeing will your project contribute to?

(See the guidelines sheet for more information on this section.)

Social Economic Cultural Environmental

Which of the five community outcomes for the Waikato district does this project contribute to?

(See the guidelines sheet for more information on this section.)

Accessible Safe Sustainable Healthy Vibrant

Section 3 – Your event/project

What is your event / project, including date and location ? (please provide full details)

The annual christmas family event "Christmas on Jesmond"

Sunday 3rd December 2017

Jesmond Street, Ngaruawahia

Who is involved in your event / project?

Ngaruawahia Community House staff and volunteers, Radio Tainui, Twin River Art Centre

How many volunteers are involved?

20 -30 for set up/pack down, first aid, providing food for entertainers and providing event supervision.

What other groups are involved in the project?

The villiage church, local schools and early childhood education providers.

How will the wider community benefit from this event/project?

Ngaruawahia and the surrounding area don't have many free event that can be attended by the whole family and extended whanau. It is important that people are able to participate as a family in their local area. Christmas can bring many financial burdens to families and individual, to have local events that is free and inclusive to all the community can build and enhance the community spirit, inclusiveness and pride.

Section 4 – Funding requirements

Note : Please provide full details of how much your event/project will cost, how much you are seeking from the Waikato District Council and other providers, details of other funding and donated materials/resources being sourced, and current funds in hand to cover the costs of the event/project.

| Please complete all of the following sections | GST Inclusive Costs (use this column if you are not GST registered) | GST Exclusive Costs (use this column if you are GST registered) |
|--|---|---|
| TOTAL COST OF THE PROJECT/EVENT | \$ | \$ 9,543.40 |
| Existing funds available for the project Total A Include any projected income i.e. ticket sales, merchandise etc. | \$ | \$ 1,200.00 |

Funding being sought from Waikato District Council

| Project Breakdown (itemised costs of funding being sought) If there is insufficient space below please provide a breakdown of costs on an additional sheet. | \$ | |
|---|----|-------------|
| Above Productions - Stageand Sound | \$ | \$ 2,321.00 |
| Smile Inflatables - Childrens Entertainment & Inflatables | \$ | \$ 5,265.00 |
| Free Lunch - Stilt Wakers to lead the parade | \$ | \$ 540.00 |
| | \$ | \$ |
| | \$ | \$ |
| | \$ | \$ |
| Total Funds being sought from WDC Total B | \$ | \$ 8,126.00 |

Has funding been sought from other funders? Yes No
If 'Yes', please list the funding organisation(s) and the amount of funding sought

| | | |
|---|----------|----------|
| a) | \$ _____ | \$ _____ |
| b) | \$ _____ | \$ _____ |
| c) | \$ _____ | \$ _____ |
| d) | \$ _____ | \$ _____ |
| Total of other funds being sought Total C | \$ _____ | \$ _____ |

| | | |
|---|----|-------------|
| Total Funding Applied for (Add totals A, B, and C together to make Total D) Total D Note : This total should equal the Total Cost of the Project/Event | \$ | \$ 8,126.00 |
|---|----|-------------|

Describe any donated material / resources provided for the event/project:

The volunteer base covers event planning, set up, pack down of the event, MC and sourcing of entertainers, first aid, advertising, publicity and information.


Section 5 – Previous Funding Received from Waikato District Council

If you have received funding from or through the Waikato District Council for any project/event in the past two years, please list below:


| What Board/ Committee | Type of Project/Event | Date received | Amount |
|-----------------------------|---|---------------|-------------|
| WDC - Event Fund | Picnic @ the Point 2017 - Waitangi Celebrations | 30/11/2016 | \$3,099.94 |
| Ngaruawahia Community Board | Christmas on Jesmond 2016 | 07/12/2016 | \$5,709.18 |
| WDC - Wellbeing Trust | Roof repairs | 28/09/2016 | \$13,556.55 |
| WDC - Event Fund | Picnic @ the Point 2016 - Waitangi Celebrations | 17/12/2015 | \$4,888.97 |

Please confirm that a 'Funding Project Accountability' form has been completed and returned to Waikato District Council for the funds listed above. **Note** : this will be checked and confirmed by council staff.

I confirm that an accountability statement has been completed and returned

Signed:  Name: Venessa Rice

I certify that the funding information provided in this application is correct.

Signature:  Date: 6th October 2017
Karen Thurston - committee member

Position in organisation (tick which applies) Chairman Secretary Treasurer

Signature: _____ Date: _____

Position in organisation (tick which applies) Chairman Secretary Treasurer

Checklist

Please ensure you have completed all parts of the funding application form by marking the boxes below and include copies of all accompanying documentation required.

Please also ensure you attach the completed checklist with your application.

| Items Required | Enclosed ✓ |
|--|------------|
| Read and understood the guidelines for funding applications document | ✓ |
| Discussed your application with the Waikato District Council community development co-ordinator | ✓ |
| Nominated the fund you are applying for | ✓ |
| Completed Section 1 – Your details | ✓ |
| Enclosed a full copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club | ✓ |
| Enclosed an encoded deposit slip to enable direct credit of any grant payment made | ✓ |
| Enclosed a copy of any documentation verifying your organisations legal status | ✓ |
| Completed Section 2 - community wellbeing and outcomes | / |
| Completed Section 3 – details of your event/project | / |
| Completed Section 4 – Funding requirements – Budget and quotes need to match. Include copies of written quotes. | ✓ |
| Completed Section 5 where funding has been received in the previous 2 years | ✓ |
| Obtained two signatures on your application | ✓ |

Please note: Incomplete applications will not be considered. Applicants will be requested to submit relevant outstanding information within 5 days or their application will be returned.

Ngaruawahia Community House Inc

**Financial Statements
For the Year Ended 31 March 2017**

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Statement of Financial Position

Fixed Asset and Depreciation Schedule

Notes to the Accounts

Audit Report

Ngaruawahia Community House Inc

Statement of Financial Performance For the Year Ended 31 March 2017

| | 2017 | 2016 |
|---|----------|---------|
| INCOME | | |
| Umbrella Programme | 3,586 | 549 |
| Fruit & Vege - Receipts | 12,121 | 13,625 |
| Fundraising Income | 668 | 9,897 |
| Grants - COGS | 7,000 | 8,000 |
| Grants - NZ Lotteries Commission | 40,000 | 30,000 |
| Grants - Trust Waikato | 18,000 | 18,000 |
| Grants - WEL Energy Trust | 5,000 | 13,000 |
| Grants - Rotary Club of NZ | 100 | 0 |
| Grants - Les Reynolds | 0 | 3,000 |
| Grants - Waikato District Council | 21,961 | 2,180 |
| Grants - Ministry of Social Development | 75,025 | 62,922 |
| Interest Received | 33 | 36 |
| Rent Received | 34,913 | 44,303 |
| Koha Donations | 2,256 | 4,419 |
| Social Sector Trials Admin Fee | 2,050 | 3,000 |
| Grants - Norah Howell Trust | 0 | 1,585 |
| Grants - Lion Foundation | 0 | 25,000 |
| Donations - DV Bryant Trust | 0 | 3,334 |
| Grants - Tindall Foundation | 0 | 1,095 |
| ANZ Staff Foundation | 0 | 1,500 |
| Miscellaneous | 4,431 | (423) |
| Class Fees | 0 | 10 |
| Events & Functions | 7,179 | 4,708 |
| Information/Document Centre | 1,239 | 0 |
| Supervised Access Income | 1,381 | 0 |
| Computers In Homes - Income | 1,622 | 0 |
| WDFF Karamu Trust | 0 | 800 |
| Ministry of Culture & Heritage | 3,300 | 5,000 |
| For Frocks Sake | 3,058 | 4,425 |
| Volunteer Driver - Donations | 502 | 0 |
| Operational Income | 1,484 | 0 |
| Flexi Wage Subsidy | 6,770 | 0 |
| News Letter | 1,682 | 1,000 |
| Income Received for Next Year | (40,000) | 0 |
| Income Received from Last Year | 0 | 1,366 |
| | 215,361 | 262,331 |
| EXPENSES | | |
| ACC Levies | 415 | 0 |
| Advertising | 6 | 0 |
| Audit Fees | 625 | 1,400 |
| Programme Expenses | 1,030 | 881 |
| Bank Charges | 204 | 440 |



Ngaruawahia Community House Inc

Statement of Financial Performance For the Year Ended 31 March 2017

| | 2016 | 2015 |
|-------------------------------|------------------------|----------------------|
| Cleaning/Hygiene | 2,029 | 2,119 |
| Computer Expenses | 2,053 | 4,485 |
| Event Expenses | 18,089 | 9,521 |
| Fruit & Vege Co-op Payments | 12,281 | 14,035 |
| Consumables | 937 | 1,146 |
| Community Support | 893 | 1,109 |
| Community Newsletter | 2,615 | 2,302 |
| Document Centre Expenses | 914 | 0 |
| Fundraising Expenses | 42 | 3,267 |
| Funding Grant Refunds | 312 | 0 |
| Grounds Maintenance | 193 | 425 |
| For Frocks Sake expenses | 5,770 | 6,552 |
| General Expenses | 275 | 115 |
| Umbrella Programme Expenses | 205 | 16,947 |
| Lease - Photocopier | 1,999 | 1,614 |
| Legal Expenses | 0 | 552 |
| Light, Heat & Power | 2,553 | 2,847 |
| Operational Expenses | 1,712 | 0 |
| Printing, Stamps & Stationery | 1,255 | 2,184 |
| Rates | 1,360 | 1,328 |
| Repairs & Maintenance | 1,161 | 652 |
| Security | 290 | 235 |
| Telephone, Tolls & Fax | 1,982 | 3,644 |
| Travelling Expenses | 0 | 457 |
| Volunteer & Staff Expenses | 2,691 | 4,405 |
| Wages/Salaries | 174,093 | 145,993 |
| Insurance | 3,987 | 3,900 |
| Interest | 1,270 | 1,706 |
| Depreciation | 8,485 | 10,548 |
| | <u>251,727</u> | <u>244,809</u> |
| Net Surplus/(Deficit) | <u><u>(36,366)</u></u> | <u><u>17,522</u></u> |

Ngaruawahia Community House Inc

Statement of Financial Position
As at 31 March 2017

| | 2016 | 2015 |
|--------------------------------|-----------------------|-----------------------|
| CURRENT ASSETS | | |
| First Credit Union | 2,048 | 1,876 |
| ANZ -01 | (135) | 330 |
| ANZ -02 | 693 | 715 |
| ANZ - 03 | 17 | 0 |
| ANZ -04 | 244 | 3,974 |
| ANZ -06 | 675 | 200 |
| Sundry Debtors | 11,230 | 7,728 |
| Taxation Refund Due | 11 | 11 |
| | <u>14,783</u> | <u>14,834</u> |
| CURRENT LIABILITIES | | |
| ANZ -00 | 17,737 | 25,705 |
| Sundry Creditors/Accruals | 4,673 | 3,608 |
| Grants In Advance | 40,000 | 0 |
| GST Payable | 11,696 | 3,962 |
| | <u>74,106</u> | <u>33,275</u> |
| WORKING CAPITAL | <u>(59,323)</u> | <u>(18,441)</u> |
| NON CURRENT ASSETS | | |
| Fixed Assets - as per schedule | 533,446 | 528,930 |
| NET ASSETS | <u><u>474,123</u></u> | <u><u>510,489</u></u> |
| REPRESENTED BY: | | |
| EQUITY | | |
| Opening Balance Equity | 510,489 | 492,967 |
| Net Surplus/(Deficit) | (36,366) | 17,522 |
| Closing Balance Equity | <u><u>474,123</u></u> | <u><u>510,489</u></u> |

Chairperson

Date



Ngaruawahia Community House Inc

**Fixed Asset and Depreciation Schedule
For the Year Ended 31 March 2017**

| | Cost Price | Book Value 1/04/16 | Additions Disposals | -----Depreciation----- | | | Accum Deprec 31/03/17 | Book Value 31/03/17 |
|-----------------------------------|---------------|--------------------------|------------------------|------------------------|-------|----|-----------------------------|---------------------------|
| | | | Month | Rate | | \$ | | |
| Community House | | | | | | | | |
| Building - 13 Galileo Street | 105,556 | 77,370 | | 12 | 0.0% | DV | - | 28,186 |
| Land - 13 Galileo Street | 50,000 | 50,000 | | 12 | 0.0% | DV | - | - |
| House Extensions/Renovations 2010 | 175,600 | 168,203 | | 12 | 0.0% | DV | - | 7,397 |
| House Improvement 2010 | 63,441 | 53,539 | | 12 | 0.0% | DV | - | 9,902 |
| Renovations 2011 | 22,137 | 20,875 | | 12 | 0.0% | DV | - | 1,262 |
| Building 2014 | 89,969 | 89,969 | | 12 | 0.0% | DV | - | - |
| Building 2017 | | | 11,436 | 7 | 0.0% | DV | - | - |
| | 506,703 | 459,956 | 11,436 | | | | - | 46,747 |
| | | | | | | | | 471,392 |
| Security System | | | | | | | | |
| Security System | 2,143 | 111 | | 12 | 21.6% | DV | 24 | 2,056 |
| | 2,143 | 111 | | | | | 24 | 2,056 |
| Renovations | | | | | | | | |
| House Renovations | 7,202 | 1,685 | | 12 | 11.4% | DV | 192 | 5,709 |
| Fencing | 10,178 | 2,382 | | 12 | 11.4% | DV | 272 | 8,067 |
| Paintings | 3,750 | 991 | | 12 | 11.4% | DV | 113 | 2,872 |
| Ramp | 10,205 | 6,513 | | 12 | 4.0% | DV | 261 | 3,953 |
| House Renovations | 1,775 | 529 | | 12 | 11.4% | DV | 60 | 1,306 |
| Garage Renovations | 4,817 | 1,435 | | 12 | 11.4% | DV | 164 | 3,545 |
| Ideal Garage | 10,978 | 3,695 | | 12 | 11.4% | DV | 421 | 7,705 |
| Carpet | 660 | 223 | | 12 | 11.4% | DV | 25 | 462 |
| Blinds | 713 | 240 | | 12 | 11.4% | DV | 27 | 500 |
| Fences 2012 | 2,060 | 1,263 | | 12 | 11.4% | DV | 144 | 941 |
| Carpet 2012 | 3,275 | 509 | | 12 | 10.0% | DV | 51 | 2,817 |
| Windows/Doors 2013 | 1,566 | 763 | | 12 | 40.0% | DV | 305 | 1,108 |
| Renovations 2015 | 22,728 | 18,920 | | 12 | 8.0% | DV | 1,514 | 5,322 |
| | 79,907 | 39,150 | | | | | 3,549 | 44,306 |
| | | | | | | | | 35,601 |
| Plant & Equipment | | | | | | | | |
| Communication System | 7,712 | 2,279 | | 12 | 11.4% | DV | 260 | 5,693 |
| Office Equipment | 520 | 121 | | 12 | 11.4% | DV | 14 | 412 |
| Software | 440 | 103 | | 12 | 11.4% | DV | 12 | 349 |
| Whiteboard | 400 | 111 | | 12 | 11.4% | DV | 13 | 302 |
| Boardroom Table | 533 | 146 | | 12 | 11.4% | DV | 17 | 403 |
| Signage | 1,262 | 376 | | 12 | 11.4% | DV | 43 | 929 |
| Trestle Table | 276 | 82 | | 12 | 11.4% | DV | 9 | 203 |
| Fridge | 877 | 261 | | 12 | 11.4% | DV | 30 | 645 |
| Security Lights | 277 | 83 | | 12 | 11.4% | DV | 9 | 203 |
| Entrance Plaque | 671 | 200 | | 12 | 11.4% | DV | 23 | 494 |
| Office Furniture | 2,262 | 674 | | 12 | 11.4% | DV | 77 | 1,665 |
| Garden Shed & Tools | 461 | 137 | | 12 | 11.4% | DV | 16 | 339 |
| Cupboards | 1,161 | 391 | | 12 | 11.4% | DV | 45 | 815 |
| Signage & Banner | 700 | 235 | | 12 | 11.4% | DV | 27 | 492 |
| Heat Pumps | 8,538 | 2,872 | | 12 | 11.4% | DV | 327 | 5,993 |
| Computers | 2,297 | 773 | | 12 | 11.4% | DV | 88 | 1,612 |
| Office Furniture | 948 | 319 | | 12 | 11.4% | DV | 36 | 665 |
| Conference Room Tables | 1,766 | 672 | | 12 | 11.4% | DV | 77 | 1,171 |
| Office Equipment 2010 | 3,251 | 1,497 | | 12 | 11.4% | DV | 171 | 1,924 |
| Sever 2011 | 7,255 | 170 | | 12 | 50.0% | DV | 85 | 7,170 |
| Computers 2012 | 3,525 | 165 | | 12 | 50.0% | DV | 83 | 3,443 |
| Gates 2013 | 6,610 | 5,324 | | 12 | 6.0% | DV | 319 | 1,605 |

| | | | | | | | | | |
|-------------------------------|----------------|----------------|---------------|----|-------|----|--------------|----------------|----------------|
| Garden Shed 2013 | 1,287 | 1,075 | | 12 | 5.0% | DV | 54 | 265 | 1,022 |
| Eye catcher Signs 2013 | 2,600 | 758 | | 12 | 30.0% | DV | 227 | 2,069 | 531 |
| Flag Markers 2013 | 6,446 | 4,819 | | 12 | 8.0% | DV | 386 | 2,013 | 4,433 |
| Laptops Computer Classes 2015 | 4,783 | 1,196 | | 12 | 50.0% | DV | 598 | 4,185 | 598 |
| Panel Heaters 2015 | 215 | 82 | | 12 | 40.0% | DV | 33 | 166 | 49 |
| Matariki Flags 2015 | 1,882 | 752 | | 12 | 40.0% | DV | 301 | 1,431 | 451 |
| Fridge/Freezer 2015 | 363 | 221 | | 12 | 25.0% | DV | 55 | 197 | 166 |
| Chaffing Dishes 2015 | 376 | 83 | | 12 | 60.0% | DV | 50 | 343 | 33 |
| Tables 2015 | 2,400 | 1,975 | | 12 | 13.0% | DV | 257 | 682 | 1,718 |
| Computer | 3,017 | 1,760 | | 12 | 50.0% | DV | 880 | 2,137 | 880 |
| Heat Pumps | | | 1,565 | 9 | 25.0% | dv | 293 | 293 | 1,272 |
| | 75,111 | 29,713 | 1,565 | | | | 4,912 | 50,310 | 26,366 |
| Total | 663,864 | 528,930 | 13,001 | | | | 8,485 | 143,419 | 533,446 |



Ngaruawahia Community House Inc

Notes to the Financial Statements
For the Year Ended 31st March 2017

1 STATEMENT OF ACCOUNTING POLICIES

These financial statements are for Ngaruawahia Community House Inc. Ngaruawahia Community House is an incorporated Society and was registered as a charity entity under the Charities Act 2005 on 18 March 2008. The financial statements of Ngaruawahia Community House are general purpose financial statements which have been prepared according to generally accepted accounting practices.

Ngaruawahia Community House Inc qualifies for differential reporting exemptions based on the following criteria;

- It is not publicly accountable and
- It is not large as defined by the New Zealand Institute of Chartered Accountants.

Ngaruawahia Community House Inc has adopted all available differential reporting exemptions.

The accounting principles recognised as appropriate for the measurement and reporting of earnings and financial position on a historical cost basis have been used with the exception of certain items for which specific accounting policies have been identified.

Changes in Accounting Policies

There has been no changes in accounting policies. All policies have been applied on bases consistent with those used in previous years.

Specific Accounting Policies.

In the preparation of these financial statements, the specific accounting policies are as follows:

(a) **Property, Plant & Equipment**

The entity has the following classes of Property, Plant & Equipment:

Plant & Equipment 0-60% DV, CP or SL

All property, plant & equipment are stated at cost less depreciation.

Depreciation has been calculated in accordance with rates permitted under the Income Tax Act 2007

(b) **Goods and Services Tax**

The 2017 financial statements have been prepared on a GST exclusive basis with the exception of accounts receivable and accounts payable which are shown inclusive of GST. The 2016 financial statements have also been prepared on a GST exclusive basis.

(c) **Receivables**

Receivables are stated at their estimated realisable value. Bad debts are written off in the year in which they are identified.



Ngaruawahia Community House Inc

Notes to the Financial Statements
For the Year Ended 31st March 2017

2 AUDIT

These financial statements have been audited.

3 CONTINGENT LIABILITIES

At balance date there are no known contingent liabilities (2016: \$0). Ngaruawahia Community House Inc has not granted any securities in respect of liabilities payable by any other party whatsoever.

4 RELATED PARTIES

There were no related party transactions during the year under review.

5 SUBSEQUENT EVENTS

As at balance date there were no known subsequent events.



AUDITORS REPORT

NGARUAWAHIA COMMUNITY HOUSE INC
FOR THE YEAR ENDED 31 March 2017

I have audited the attached financial statements for Ngaruawahia Community House Inc. The financial statements provide information about the past financial performance of the Society and its financial position as at 30 June 2017. This information is stated in accordance with the accounting policies set out with these statements.

Auditor's responsibilities

It is my responsibility to express an independent opinion for the financial statements presented by the Society and report my opinion.

Basis of Opinion

An audit includes examining, on a test basis, evidence relevant to the amounts and disclosures in the financial statements. It also includes assessing:

- The significant estimates and judgement made by the Society in the preparation of the financial statements; and
- Whether the accounting policies are appropriate to the circumstances, consistently applied and adequately disclosed.

I conducted an audit in accordance with generally accepted auditing standards in New Zealand, except that my work was limited as explained below. I planned and performed my audit so as to obtain all the information and explanations which I considered necessary. I obtained sufficient evidence to give a reasonable assurance that the financial statements are free from material mis-statements, whether caused by fraud or error. In forming my opinion, I also evaluated the overall adequacy of the presentation of information in the financial statements.

Other than in my capacity as Auditor, I have no relationship with or interest in the Society.

In my opinion, except for the limited control over income, the financial statements fairly reflect the results of the activities and the financial position of the Society as at 31 March 2017.

My audit report was completed on 4 July 2017 and my unqualified opinion is expressed as at that date.



Graham Haines CA, ACCM, DipMgtSt





CERTIFICATE OF INCORPORATION

**NGARUAWAHIA COMMUNITY HOUSE ASSOCIATION
INCORPORATED
1395985**

This is to certify that NGARUAWAHIA COMMUNITY HOUSE ASSOCIATION INCORPORATED was incorporated under the Incorporated Societies Act 1908 on the 10th day of September 2003.

Economic
Development

Manatū Ohanga

Companies Office

Neville Hami

Registrar of Incorporated Societies
3rd day of October 2012



Certificate of Registration

Ngaruawahia Community House Incorporated

Registration number: CC21923

This is to certify that Ngaruawahia Community House Incorporated was registered as a charitable entity under the Charities Act 2005 on 18 March 2008.



Chair
Charities Commission



Chief Executive
Charities Commission



SMILE INFLATABLES 2016 LIMITED

17th May 2017

Ngaruawahia Community House.

Dear Anne,

Christmas on Jesmond – Ngaruawahia - 3.12.17 – 10am – 2pm

| | |
|------------------|---------------------|
| Vertical Bungy | \$ 1995.00 |
| Dunk Tank | \$ 695.00 |
| Toddler Playland | \$ 225.00 |
| Merry Go Round | \$ 1250.00 |
| Generators | \$ 350.00 |
| Supervisors x 5 | \$ 750.00 |
| Total | \$ 5265.00 Plus GST |

We would be pleased to offer you a discount when booking these items of **\$ 1300.00** based on all of the above items. To be reviewed if items changed or removed. * 50% deposit required to confirm booking. Included in this price is:

1. Equipment delivered installed and supervised
2. Full Public Liability Insurance
3. Latest safe and clean equipment
4. Our professional team to assist you
5. A hassle free day

We will arrive approximately 2 hours prior to start time and we will supply all items required to run the day.

Yours sincerely,
Nicki Tames



May 17 2017

Quote for Ngaruawahia Community House
13 Galileo Street, Ngaruawahia
PO Box 96, Ngaruawahia 3742
P;07 8248340

Christmas event to be held on Sunday the 3rd December on Jesmond Street starting at 10am

Shoe maker elves x2 @ \$90 each per hr (community rate) x3 hrs = \$540 + GST = Total \$621

Cheers
Sandra Jensen
Free lunch ltd
021 453 348
GST 75 040 547
www.freelunch.co.nz



Ngaruawahia Community House
PO Box 96
Ngaruawahia
Ngaruawahia 3742

Above Productions Ltd
PO Box 28114, Rototuna, Hamilton 3256
info@above.co.nz
0800 862 268
www.above.co.nz

Hire Quote: Christmas on Jesmond

| | |
|-------------------------|--------------------------------------|
| Quote Valid Till | 18/06/2017 |
| Quote | Q-03300 |
| Your Reference | Christmas on Jesmond |
| Rental Period | 03/12/2017 09:00 to 03/12/2017 17:00 |

| Item | Quantity | Days | List Price (ea) | Discount | Total |
|---|----------|------|-----------------|----------|-----------------|
| Staging | | | | | |
| Prolyte Topline Stage Dex - 2M x 1M | 14 | 1 | 45.00 | 40% | 378.00 |
| Stage Access Steps - 600mm (<i>accessory</i>) | 2 | 1 | 15.00 | 40% | 18.00 |
| Prolyte Stage Dex 6m Skirt - 600mm (<i>accessory</i>) | 2 | 1 | 15.00 | 40% | 18.00 |
| Total for Staging: | | | | | \$414.00 |

| | | | | | |
|--|---|---|--------|-----|-------------------|
| Audio | | | | | |
| JBL SRX828SP Powered Sub | 2 | 1 | 90.00 | 40% | 108.00 |
| JBL SRX835P Powered Top | 2 | 1 | 90.00 | 40% | 108.00 |
| JBL SRX712M Monitor | 6 | 1 | 60.00 | 40% | 216.00 |
| Crown Monitor Amp Rack (x6 XT4000) | 1 | 1 | 200.00 | 40% | 120.00 |
| Yamaha LS9-32 Digital Mixer | 1 | 1 | 180.00 | 40% | 108.00 |
| Yamaha RIO3224 (<i>accessory</i>) | 1 | 1 | 140.00 | 40% | 84.00 |
| Sennheiser EW500 Series G3 Radio Kit | 4 | 1 | 0.00 | 40% | 0.00 |
| Sennheiser EW500 Series G3 Radio Receiver (<i>component</i>) | 4 | 1 | 25.00 | 40% | 60.00 |
| Sennheiser EW500 Series G3 Handheld Radio (<i>component</i>) | 4 | 1 | 25.00 | 40% | 60.00 |
| Standard Mic Kit - Rock and Roll | 1 | 1 | 0.00 | 40% | 0.00 |
| Shure Beta 52A Microphone (<i>component</i>) | 1 | 1 | 15.00 | 40% | 9.00 |
| Shure Beta 91A Microphone (<i>component</i>) | 1 | 1 | 15.00 | 40% | 9.00 |
| Shure Beta 56A Microphone (<i>component</i>) | 4 | 1 | 15.00 | 40% | 36.00 |
| Shure Beta 181C Microphone (<i>component</i>) | 2 | 1 | 15.00 | 40% | 18.00 |
| Shure Beta 58A Microphone (<i>component</i>) | 4 | 1 | 15.00 | 40% | 36.00 |
| Shure SM57 Microphone (<i>component</i>) | 3 | 1 | 15.00 | 40% | 27.00 |
| BSS AR-133 Active DI (<i>component</i>) | 4 | 1 | 15.00 | 40% | 36.00 |
| Total for Audio: | | | | | \$1,035.00 |

| | | | | | |
|---|---|---|-------|-----|----------------|
| Draping | | | | | |
| Fiasco 3860 Drape - 4m Drop | 2 | 1 | 40.00 | 40% | 48.00 |
| Fiasco 3.7m Crossbar (<i>component</i>) | 2 | 1 | 10.00 | 40% | 12.00 |
| Fiasco 4.5m Pushup | 3 | 1 | 10.00 | 40% | 18.00 |
| Fiasco Drape Base Plate & Spigot (<i>component</i>) | 3 | 1 | 5.00 | 40% | 9.00 |
| Total for Draping: | | | | | \$87.00 |

| | | | | | |
|-----------------------------|-----------|--|--------|--|--------|
| Crew & Transport | | | | | |
| Audio Engineer | 1 x 1 Day | | 350.00 | | 350.00 |
| Systems Tech | 1 x 1 Day | | 350.00 | | 350.00 |
| Toyota Hiace Van | 1 x 1 Day | | 85.00 | | 85.00 |



Above Productions Ltd
 PO Box 28114, Rototuna, Hamilton 3256
 info@above.co.nz
 0800 862 268
 www.above.co.nz

Ngaruawahia Community House
 PO Box 96
 Ngaruawahia
 Ngaruawahia 3742

Hire Quote: Christmas on Jesmond

| Item | Quantity | Days | List Price (ea) | Discount | Total |
|--|----------|------|-----------------|----------|-------------------|
| Total for Crew & Transport: | | | | | \$785.00 |
| Discount | | | | | \$1,024.00 |
| Sub Total | | | | | \$2,321.00 |
| GST | | | | | \$348.15 |
| Total | | | | | \$2,669.15 |

Terms & Conditions Bank account for Direct Credits: ANZ, 01-0450-0041635-00 All goods remain the property of Above Productions Ltd until paid in full. Any costs incurred in collection of overdue accounts are payable by the purchaser. Interest at the rate of 3% per month may be added to overdue accounts. All discounts will become void if payment is not made within 7 days. Standard terms and conditions apply.

Open Meeting

| | |
|---------------------------------|---|
| To | Ngaruwahia Community Board |
| From | Gavin Ion Chief Executive |
| Date | 27 October 2017 |
| Prepared by | Teresa Hancock Communications Advisor |
| Chief Executive Approved | Y |
| Reference # | GOV0508 |
| Report Title | Wastewater Overflow CIP Education Programme update |

I. EXECUTIVE SUMMARY

A workshop with Community Board/Committee “champions” was held on 11 October 2017 at Waikato District Council. The workshop discussed the roll out of the Wastewater Overflow CIP Education Programme to the rest of the district.

This report updates each of the Council’s Community Boards and Community Committees with what has been happening in the public education programme and what the next steps are.

At the workshop there was representation from the Onewhero-Tuakau Community Board, Te Kauwhata Community Committee, Huntly Community Board, Taupiri Community Board and the Ngaruwahia Community Board along with Councillors Main and Thomson.

Council staff hope that these champions can now be the point of contact between Council and each of the communities regarding wastewater education.

Speaking at the workshop, Councillor Thomson indicated that the wastewater education programme is one of the biggest ways Council and the community can work together to reduce the number of overflows across the district.

She highlighted that 81% of overflows are caused by blockages – people putting stuff down the loo and kitchen sink that just shouldn’t be there.

The solution is simple - education. Changing behaviour, especially when it comes to people’s toilet behaviour, won’t be easy but preventing what is put down the loo other than the ‘3 Ps’ (pee, poo and paper) will go a long way to reducing the overflows that do happen. The remaining overflows are caused by the network which is being improved under the Continuous Improvement Programme (CIP).

Under the CIP, the wastewater education programme has a budget of \$100,000 per year. This will be spent on collateral (posters, stickers, fridge magnets – the list is endless), education in schools, advertising and some additional staffing to manage these activities.

The campaign is currently active in Raglan and a roll out to the rest of the district will start early 2018. Buy-in from each of the Community Boards and Community Committees is important to ensure the success of the programme.

Those who attended the workshop were happy to have the same 'look and feel' as what is being used in Raglan. Examples such as posters and cistern stickers are attached to this report.

The next steps for Community Boards and Committees include completing the "collateral wish list" which is also attached. This will identify what material each board and committee want for their community, for example posters, banners, fliers, or stickers. Help is also needed to identify where material should go i.e. public toilets, plumbing businesses, real estate agents, cafes etc (and how many).

Update on Raglan campaign

Cr Thomson and the Raglan Community Board held a stall over the Labour weekend and shared the wastewater education messaging with visitors and locals.

A "residents pack" will be distributed to all Raglan residents before Christmas which will include a '3 P's' and a 'Think at the Sink' flier, a 'Think at the Sink' fridge magnet and a '3 P's' toilet sticker. A letter will also be included that explains the campaign messaging and the importance of everyone getting on board. If successful, this will be rolled out to the other townships next year, as budget allows.

Posters and poster holders, fliers and brochures will be distributed to public toilets, businesses and accommodation providers before the end of summer.

2. RECOMMENDATION

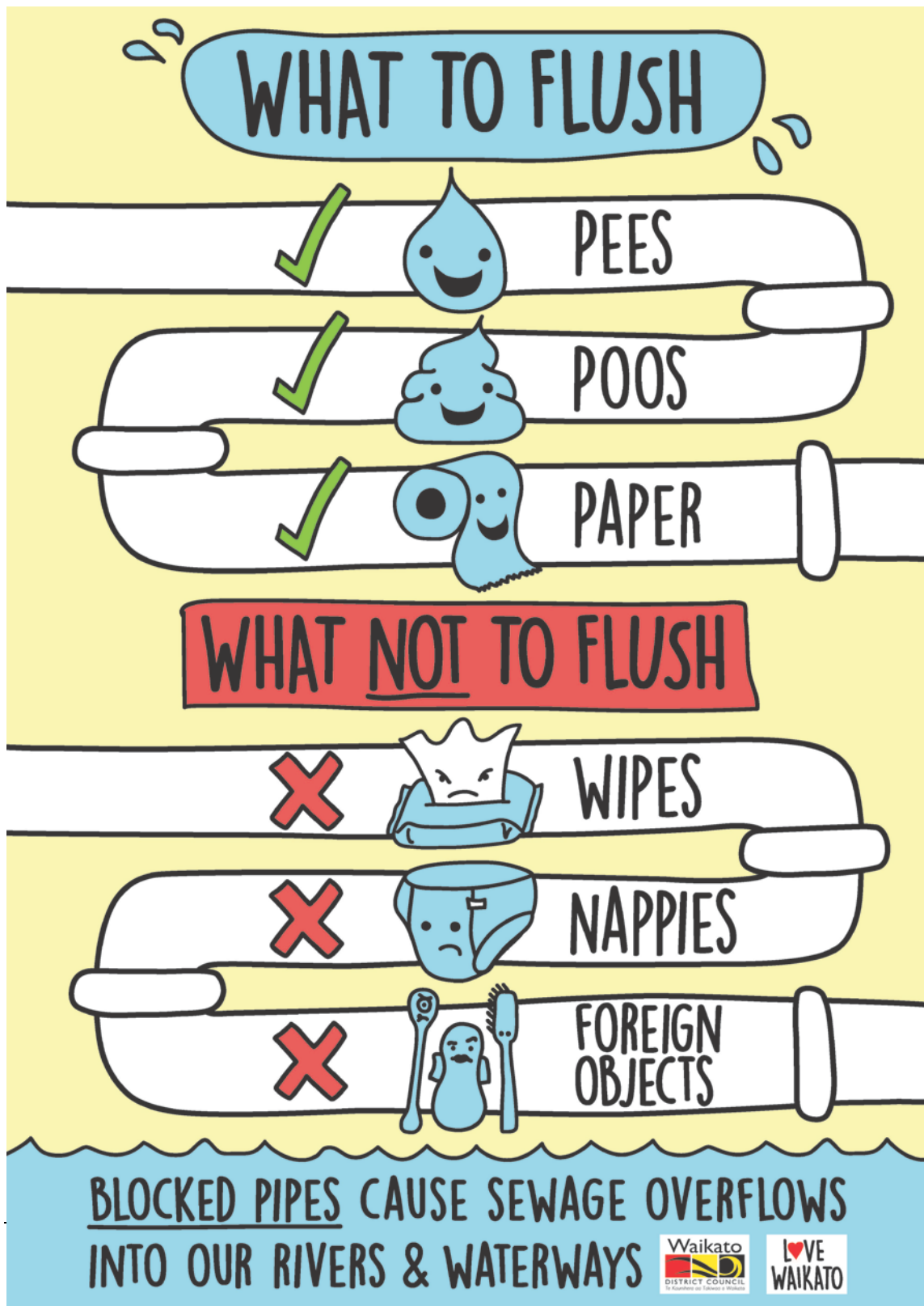
THAT the report on the wastewater education programme be received and the collateral 'wish list' be completed by each Community Board and Community Committee and returned to Teresa Hancock in the WDC Communications Team.

3. ATTACHMENTS

- Examples of collateral
- Collateral wish list

Examples of collateral

3 P's poster



Think at the Sink poster



3 P's cistern sticker



Newspaper advertorial

Ponder on the porcelain and think at the sink

You don't need to engage your brain much to go to the toilet or do the washing up.

But Waikato District Council is asking its residents and ratepayers to do exactly that as it embarks on a public education programme all about wastewater.

Wastewater is the water that is disposed of into sewer pipes from homes and business. It comes from toilets, sinks, showers, washing machines and industrial activities.

Council is currently running its Wastewater Overflow Continual Improvement Programme which is an extensive package of work that involves a series of projects that will improve its wastewater infrastructure.

One of the more surprising statistics that the community may not be aware of is that a staggering 80% of wastewater



Wipes and nappies that are flushed down the toilet contribute towards many blockages in wastewater pipes.

overflows in the Waikato district from 2014 to 2016 were caused by blockages.

There are two main causes of these blockages:

- Foreign objects such as wipes, clothing, sanitary pads and nappies being flushed down toilets.

- And grease, oil and food scraps being poured down the kitchen sink.

Sewer pipes are generally only 15-20cm in diameter and clearly not designed to carry objects like wipes, nappies and sanitary pads.

If cooking oil or grease from cooking meat is poured down the sink, it solidifies as it cools into a disgusting mass of congealed fat, (sometimes referred to as fatbergs).

As this is happening, foreign

objects like wipes get stuck on to the lumps of fat and that causes the lumps of fats to grow, eventually blocking a pipe and causing a spillage of raw sewage on to land or into our waterways.

While Council staff are busy improving the state of our wastewater pipes, the community can play its part in reducing the number of sewage spillages.

And it really is quite simple. Only flush the three P's down the loo – pees, paper (of the toilet variety) and poo.

Dispose of things like wipes, nappies and sanitary pads in the rubbish bin.

And we should also pull the plug on pouring oil, cooking fats or food scraps down the kitchen sink.

You can soak up leftover oil with paper towels or let grease from cooking meat solidify in a container and put them in the bin.

Basically the message in the kitchen is – don't forget you oughta, pour nothing but water down the drain.

Sewage spillages damage our precious environment. They also cost everyone money.

If Council's operational goals of improving our wastewater network can be combined with the community's efforts in the bathrooms and kitchens of their own homes, it's a win-win for the people of Waikato district and the environment that we live in and hold so dear.

WHAT TO FLUSH

- ✓ PEES
- ✓ POOS
- ✓ PAPER

WHAT NOT TO FLUSH

- ✗ WIPES
- ✗ NAPPIES
- ✗ FOREIGN OBJECTS

BLOCKED PIPES CAUSE SEWAGE OVERFLOWS INTO OUR RIVERS & WATERWAYS

Waikato DISTRICT COUNCIL | LOVE WAIKATO

Collateral wish list to be completed and returned:

| Collateral | Number required | Available now |
|--|------------------------|----------------------|
| A4 What to Flush/What not to Flush poster | | Yes |
| A3 What to Flush/What not to Flush poster | | Yes |
| DLE What to Flush/What Not to Flush | | Yes |
| A4 Think at the Sink poster | | |
| A3 Think at the Sink poster | | |
| A3 poster holder | | |
| A4 poster holder | | |
| DLE Think at the Sink | | |
| What to Flush cistern sticker | | |
| What to Flush/What not to Flush pull up banner | | I available |
| Think at the Sink fridge magnet | | |
| Email signature | | |
| Brochure | | |
| Letterhead | | |
| Anything else? | | |

Please list events in your area over summer you'd like to have a presence at:

Open Meeting

| | |
|---------------------------------|--|
| To | Ngaruawahia Community Board |
| From | Tony Whittaker General Manager Strategy & Support |
| Date | 30 October 2017 |
| Prepared by | Shannon Kelly Youth Engagement Advisor |
| Chief Executive Approved | Y |
| Reference # | GOV0508 / 1848157 |
| Report Title | Youth Engagement Update November 2017 |

I. EXECUTIVE SUMMARY

The purpose of this report is to provide the Ngaruawahia Community Board with the Ngaruawahia Youth Action Group's quarterly report to be presented by Cory Newport and an update from Council's Youth Engagement Advisor.

2. RECOMMENDATION

THAT the report from the **General Manager of Strategy & Support** be received;

AND THAT if there are any issues identified in the **Youth Engagement Update** that the **Board** wishes to progress, that these be added to the **Board's Works and Issues** report so that progress on implementation can be monitored;

AND FURTHER THAT the **Community Board** appoints **Cory Newport** as the new **2018 youth representative for the Ngaruawahia Community Board**.

3. UPDATE

Wirihana Eriepa has stepped down from the Ngaruawahia Youth representative role due to personal commitments and the need to focus on his studies.

Cory Newport, a current member of the Ngaruawahia Youth Action Group has stepped up as facilitator of the youth action group and is nominated by the group to be a Youth Representative on the Ngaruawahia Community Board.

Council acknowledges Wirihana's work in 2017 and the leadership he has provided the Ngaruawahia Youth Action Group for the last two years. Council also thanks James Whetu for his leadership and mentoring for the youth representatives over the last two years.

A lunch is being held on Wednesday, 29 November to acknowledge all youth representatives and youth mentors, and celebrate the projects and the achievements of the youth action groups.

The Ngaruawahia Youth Action Group has:

- participated in two large community events (Christmas on Jesmond Street and Wheels Up Event @ the Point);
- organised the Ngaruawahia Youth Health Expo at Ngaruawahia High School, with over 300 young people in attendance, and over 15 stalls from service providers across the district; and
- collaborated with Te Ahurei a Rangatahi to develop a Youth Suicide video for our young people in our community.

The Ngaruawahia Youth Action Group are about to run the Ngaruawahia Retro Gaming Olympics (with approximately 100 young people expected to attend) in November in Collaboration with OMGTech! and Waikato District Council.

The Youth Action Group has influenced and promoted to over 400 young people in Ngaruawahia.

4. ATTACHMENTS

- Ngaruawahia Youth Action Group Quarterly Report November 2017
- Positive youth related media for Ngaruawahia



Ngaruawahia Youth Action Group Quarterly Report

| | Identified Issue | Projects we should do | Background into Why | Progress/Outcome/Thoughts |
|---|---|--|--|--|
| 1 | Safety at the Ngaruawahia Skate park – older youth have been stealing younger people's bikes and skateboards. At the moment the Police have been getting involved in the stolen bikes and a few have been recovered. | | | Someone should be down there to look after the young people at the skate park so that they don't get their stuff stolen. |
| 2 | We have been talking about the crime – there's a lot more young people breaking into people's houses. They are looking for cigarettes, money, anything valuable, but mainly cigarettes because they are expensive. | Young people hang out: <ul style="list-style-type: none"> – On the Main Street – The skate park – The point – Outside the Highway Diary – At the playground after school – Library | Young people go looking for things to do at the Skate park. We think that some of these young people are bored and that's why they break in to people's homes. | We think there should be things for people to do – there's a skate park, and a basketball court, but there is potential to have more activities. |
| 3 | We feel that a lot of the youth don't really get out and game. We think it will be good for the youth to come together and share a passion for gaming because a lot of people in Ngaruawahia are not privileged enough to be gaming all the time, because of the expense of gaming. | Ngaruawahia Youth Retro Gaming Olympics: <ul style="list-style-type: none"> – Sunday, 19 November 2017 – 9am to 4pm – War Memorial Hall – Done in collaboration with OMGTech! and Waikato District Council | <ul style="list-style-type: none"> – To create a positive environment where rangatahi can engage with technology – Introduce rangatahi to OMGTech! and e-Pou project – To support young people to plan and carry out great youth events in our community – To bring all of OMGTech! latest technology for young people to play with: drones, 3D printers, robots, A-I. | <ul style="list-style-type: none"> – Hall booked for 19 November – Poster is done – OMGTech! is bringing 50 laptops and the games and tech for young people – Stalls confirmed: TWA, WINTEC – Waiting on the website to register people – Looking for volunteers – Looking for sponsorship (for volunteer expenses and lunch) and prizes for each of the categories |

| | Identified Issue | Projects we should do | Background into Why | Progress/Outcome/Thoughts |
|---|------------------|--|---------------------|--|
| 4 | Frame Your Town | Had a switch over in leaders and have had to re-educate our new young people about the project. Have put this on pause until the Retro Gaming Event is finished. | | To progress the Frame your town we need to fill out the Placemaking form with Lianne Van den Bemd and Shannon Kelly. |

FACILITATED QUESTIONS:

What do you love most about your town?

I think Ngaruawahia is a great community, I think we do come together and support each other. I like that there are facilities for people in need and they are always promoting themselves to help.

What are the biggest issues and concerns young people have in Ngaruawahia?

Poverty is the biggest issue in our community.

Why are these biggest issues for young people in Ngaruawahia?

When people are in poverty they have no money and their education is not the greatest. And some people have to resort to stealing to make it.

What do you think could be done about poverty in Ngaruawahia?

I think the community getting together. I see a lot of posts on Facebook about people living in cars. Some members of our community cook them meals and go down and feed them. I think that supporting the community is a great thing.

Who do you think could help in making these concerns / projects right?

Crisis Centre in Ngaruawahia? I know they do food basket.

Cory Newport
Ngaruawahia Youth Action Group Coordinator

POSITIVE YOUTH RELATED MEDIA FOR NGARUAWAHIA

• North Waikato News, 04/10/2017

Sound shell wins building comp

Ngaruawahia High School has come out on top of this year's BCITO Build-Ability Challenge.

A team from the school were named supreme winners and awarded the best video prize with their outdoor sound shell.

Teams from 14 schools across the country were given the past few months to plan, design and build a project which would make a difference to their school or community.

The Ngaruawahia team built the outdoor stage area with a sound shell for the school's eco-village. It will be used for dance,

music and drama performances.

"The dome has been very well constructed and, what's more, it looks fantastic," BCITO's Greg Durkin said. "The judges were impressed by the complexity of the shell and the integration of the many angles used."

The team's progress was documented utilising its builders' log blog posts that told the story of working with the wider community to create something that will be a great focal point within the school.

"Creative use of video made this an entertaining build to

watch during the 19 weeks of the challenge," Durkin said.

As the supreme winners, the students have won individual prize packs, a trophy and a \$1000 voucher for their school's technology department. Their best video award also won their school a GoPro camera.

The challenge integrates with the Building, Construction and Allied Trades Skills (BCATS) National Certificate, allowing students to earn unit and achievement standards – giving them a head start on their construction training.



The project team Tammy Tripp, Trisha Tapine, Shontae Moke, Samuel Haehae, Tirua Cooper, Stevie Simmons, Te Ataahua Moanaroa-Manukau, Krystal Cleaver and seated in front Jermaine Inia-Edmonds. Absent: Atama Nepia.

Open Meeting

| | |
|---------------------------------|-------------------------------------|
| To | Ngaruawahia Community Board |
| From | Gavin Ion Chief Executive |
| Date | 10 November 2017 |
| Chief Executive Approved | Y |
| DWS Document Set # | NCB2017; GOV0508 |
| Report Title | Ngaruawahia Works and Issues Report |

1. EXECUTIVE SUMMARY

To update the Community Board on issues arising from the previous meeting and on contracts and projects underway in Ngaruawahia.

2. RECOMMENDATION

THAT the report from the Chief Executive be received.

3. ATTACHMENTS

- Issues Report

| | Issue | Area | Action |
|---|--|------------------|--|
| I | <p>Patterson Park netball courts – the courts have been resealed but the surface is not level, as they are used by four netball clubs this needs to be addressed prior to the winter.</p> <p>The work has been completed and the issue of an un-level surface remains.</p> | Service Delivery | <p><u>August 2017</u> Original topography survey of the netball courts (which design was based on) showed a number of height inconsistencies between 10mm and 50mm over the area of the court. The surface was uneven and there was no level fall over the length of the court. The original court surface had large depressions where water would pond.</p> <p>Now the courts are designed and constructed to have a 0.5% grade to allow water to run off. This has improved the surface of the courts and reduced the amount of ponding significantly.</p> <p><u>September 2017</u> Photos of Patterson Park Courts received from Kiri Morgan August 23rd and awaiting a response.</p> <p><u>November 2017</u> The Long Term Plan held an allocation for the upgrade of the Ngaruawahia Netball Courts of \$180,236.</p> <p>Staff approached the project by determining what type of upgrade could be accommodated within that budget allocation.</p> <p>Staff assessed two options:</p> <ol style="list-style-type: none"> 1. Reshape and reseal court to improve drainage, replace nets, hoops signs etc. 2. Full NZ Netball specification rebuild, plus replace nets, hoops, signs etc. <p>Assessment of costs for each option was completed by an external consultant. The costs for meeting NZ Netball</p> |

| | Issue | Area | Action |
|---|--|------------------|--|
| | | | <p>specification was excessive and would exceed budget (est. by Waikato District Alliance is approximately \$300,000 total project cost). The cost for option one fell inside budget and was completed at a total cost of \$152,000.</p> <p>The courts have been shaped as best as possible to shed water during rainfall events. Staff will continue to inspect through rainfall events to ensure that site drainage is effective and operating as expected. Staff are also happy to meet with netball club/teams representatives and discuss options moving.</p> <p>A full copy of the consultant review and as built drawings are attached for information.</p> |
| 2 | Light on the cross at the top of the water reservoir on the Hakarimata walkway is not working. A service request has been lodged by Pastor David Wells. | Service Delivery | <p><u>August 2017</u> The cross is not a Council asset, however staff are happy to work with the Community Board if there is a desire to keep operational, however external funding will need to be sourced.</p> <p>Councillor Patterson has gained further insight into the history of the cross and also discussed with Tim Harty.</p> <p><u>September 2017</u> This will be progressed by Councillor Patterson.</p> |
| 3 | Concerns about the Squash Club, Rowing Club & Dog Sheds – conditions, appearance & upkeep. The NCB are asking for the details of the lease conditions and arrangements in place. | Service Delivery | <p><u>August 2017</u> The Point is currently undergoing a draft management plan process where all leases are being considered, and during this process all expired and current leases will look to be aligned. This will include the way that repairs and maintenance are carried out for those buildings that Council own (the kennel club) and those that we do not (the squash and rowing clubs). In the meantime, the property maintenance team will review the buildings with a view to determining what, if anything requires immediate attention while the management plan process continues.</p> |

| Issue | Area | Action |
|-------|---|---|
| | | <p><u>September 2017</u> After looking into the leases of the occupants at The Point, and discussions with the wider Parks and Facilities unit, conversations regarding the recently commenced Reserve Management Plan process for The Point were raised. The Reserve Management Plan has been out for its initial public consultation round which closed 7th July 2017. The Reserves Planner is now working through integrating the key themes from the first round and it will go out for a second round according to Strategy as soon as this has happened.</p> <p><u>November 2017</u> Until the Reserve Management Plan is finalised there will be no changes to the agreements or current occupation. The Reserve Management Plan may have effect on those occupants and it is unreasonable to expect the occupants to outlay costs with no guarantee of occupation following the Reserve Management Plan coming into effect.</p> |
| 5 | <p>Major H&S issue: Roading to review safety of River Road from 70km sign to Duke Street.</p> <ol style="list-style-type: none"> 1) Islands 2) Signage 3) Speed 4) Lighting (corner Great South Road and River Road intersection) 5) Tyre truck parked near the corner of River Road and Great South Road. | <p>Service Delivery</p> <p>The Safety Engineer has visited the site and investigated the speed data from traffic counts. The Safety Engineer reports that the operating speed is below the posted speed limit, however he notes that there are some vehicles that exceed the limit. Lighting and signage is reported as adequate and functional and meets requirements, however additional speed limit repeater signs are recommended in the section adjacent to the school. The safety engineer notes that the section of River road adjacent to the school has a high number of school children crossing and may warrant a school activated warning sign, this will be investigated further.</p> <p>The Safety Engineer, as well as Council Monitoring staff have undertaken site visits to observe the truck noted, however, on those visits the truck was not present. We will continue to monitor this.</p> |

| | Issue | Area | Action |
|---|---|--------------------|--|
| 6 | Year to Date Service Request Report Currently have for Ngaruawahia. CB would like to see data for the whole district. | Strategy & Support | Report provided in the November agenda. |
| 7 | Volkswagon business on the south end of town, concern regarding the lack of screening. Was this part of the consent? | Customer Support | The establishment of the Volkswagon business did not require resource consent. It was established as a permitted activity. |
| 8 | Princess Street level crossing – uneven and repair likely to fail. | Service Delivery | Staff have tried contacting Kiwirail on two occasions regarding the defects and are awaiting a response. |

Service Delivery

Ngaruawahia Town Clock

The town clock has had a lot of water damage to the electronics and drive mechanism. The clock needs to be removed and refurbished. An inspection has been completed and staff are awaiting a quote from the contractor.

Lights at Kingitanga Reserve

The lights at Kingitanga Reserve are being replaced due to ongoing vandalism/failed lights. They will be replaced with upstanding lights. A consent has been lodged with Heritage New Zealand to carry out physical works. Staff anticipates that the consent will not be available until early in the New Year. Works will be scheduled after that.

13 July 2016

Waikato District Council
15 Galileo Street
NGARUAWAHIA 3742

Attention: Hamish Cairns
hamish.cairns@waidc.govt.nz



Dear Hamish

PATTERSON PARK NETBALL COURTS, NGARUAWAHIA
HG REF: 1120-139775-01

Harrison Grierson have been engaged to provide professional services for the resurfacing of the Patterson Park Netball Courts in Ngaruawahia.

The investigation and preliminary design has now been completed to provide options for consideration as below.

1.0 PHASE 1 - INVESTIGATION

We arranged for Benkleman beam testing to determine strength of the existing pavement. Results indicate strength of the existing pavement to be good (refer to Attachment 1 for results). Records range from 0.34mm to 1.71mm where anything below 2mm is considered acceptable and anything below 1mm is considered to be very good.

A site topographical survey was supplied which showed small inconsistencies in levels which would result in water ponding on the surface.

Attached drawings include cross sections showing proposed overlay and existing surface, highlighting depressions where ponding likely occurs on the existing surface. The proposed (Sheet 200) and existing (Sheet 120) contour plans show the potential for a more consistent surface and the isopach plan (Sheet 210) highlights areas where overlay thickness varies to achieve a consistent surface to drain to existing stormwater infrastructure.

The existing court does not meet Netball New Zealand specifications and guidelines with regard to cross falls on the court. Falls on the existing surface are mostly less than 0.5%. To achieve standards the court would need to have a cross fall between 1 and 1.25% and longitudinal fall between 0.2 and 1%. To meet these guidelines, extensive work would be required, including removal of existing fences, excavation of existing pavement surfacing, reshaping of the pavement compaction, resurfacing, and shaping of surrounding to marry into new court surface levels.

Level 4, Quad 5
4 Leonard Isitt Drive
Auckland Airport, Auckland 2022
PO Box 276 121, Manukau City 2241

T +64 9 966 3380
F +64 9 966 3390
W harrisongrierson.com

2.0 PHASE 2 – DESIGN AND CONSENTING

Option 1 – Asphaltic concrete overlay

A sealing contractor, during an informal phone discussion, has suggested the cost to overlay with mix 10 to a depth of 25mm minimum would be in the range of \$18-\$24/m² inclusive of overheads but excluding GST. The unit price includes setout and levelling to achieve desired outcomes.

We consider that some shaping of adjacent grass areas will be helpful to improve drainage to the existing stormwater structure.

At approximately 2500m², the estimated cost to overlay would be:

- up to \$60,000 plus GST for asphalt overlay
- up to \$10,000 plus GST for line marking
- up to \$5,000 plus GST for shaping of adjacent areas and grass seeding.

The total cost for the physical works is estimated to be in the range of \$70,000 to \$80,000 plus GST.

Neither a resource nor building consent would be necessary to proceed with the overlay option.

Option 2 – Reconstruct to Netball New Zealand Guidelines

To reconstruct to meet Netball New Zealand guidelines, total cost would be excessive.

3.0 RECOMMENDATIONS

It is assumed that in this instance, it is not a requirement to meet Netball New Zealand guidelines.

Due to the strength of the pavement, it is recommended to retain the existing pavement layers.

Therefore, the most cost effective remediation measure would be to overlay the existing seal with mix 10 to a minimum 25mm depth.

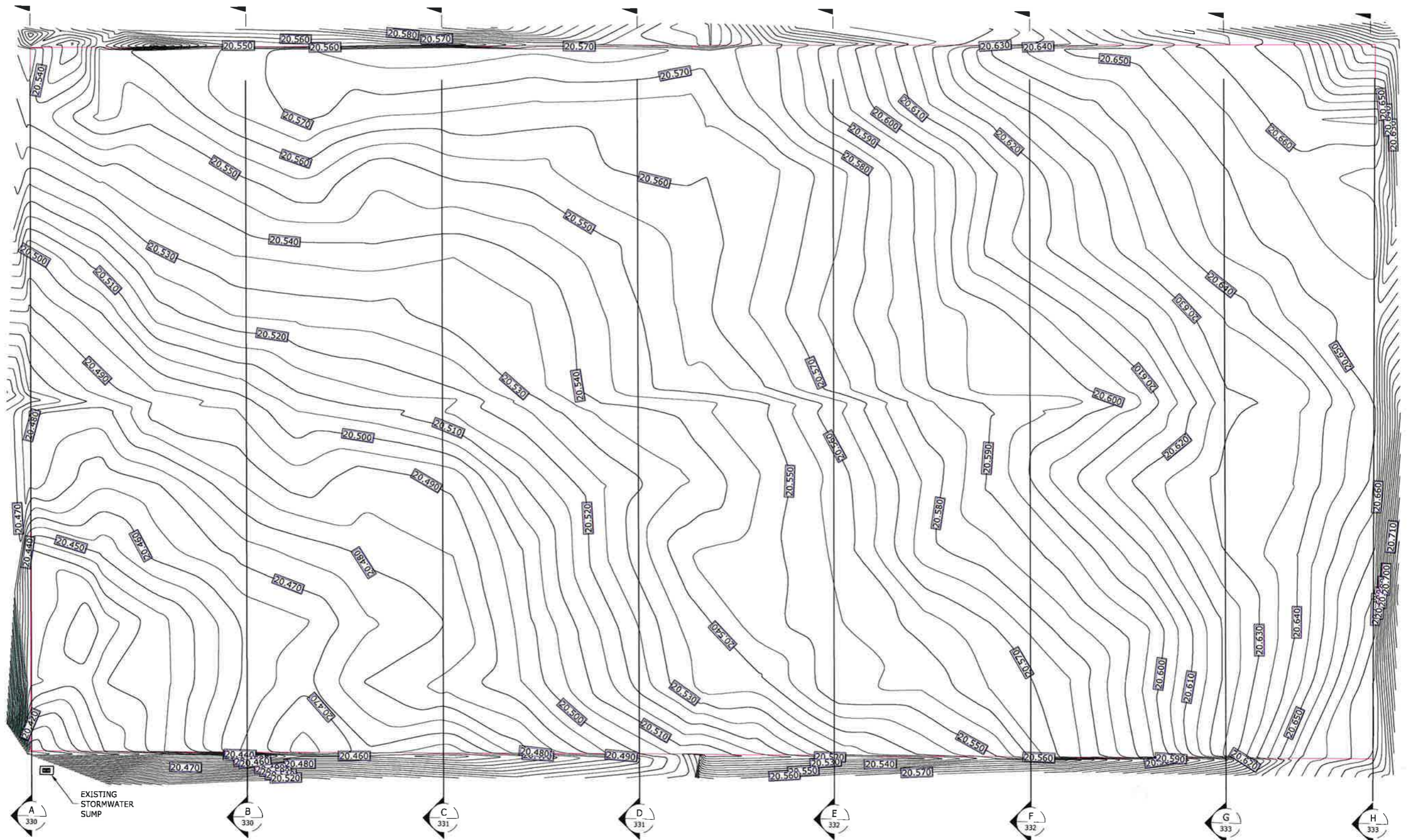
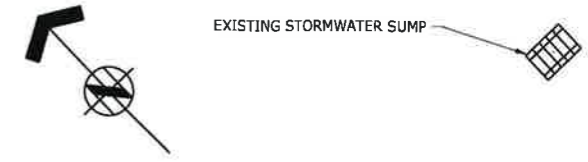
If you would like to proceed with either option, please contact me or Beth Buckley.

Yours sincerely
Harrison Grierson

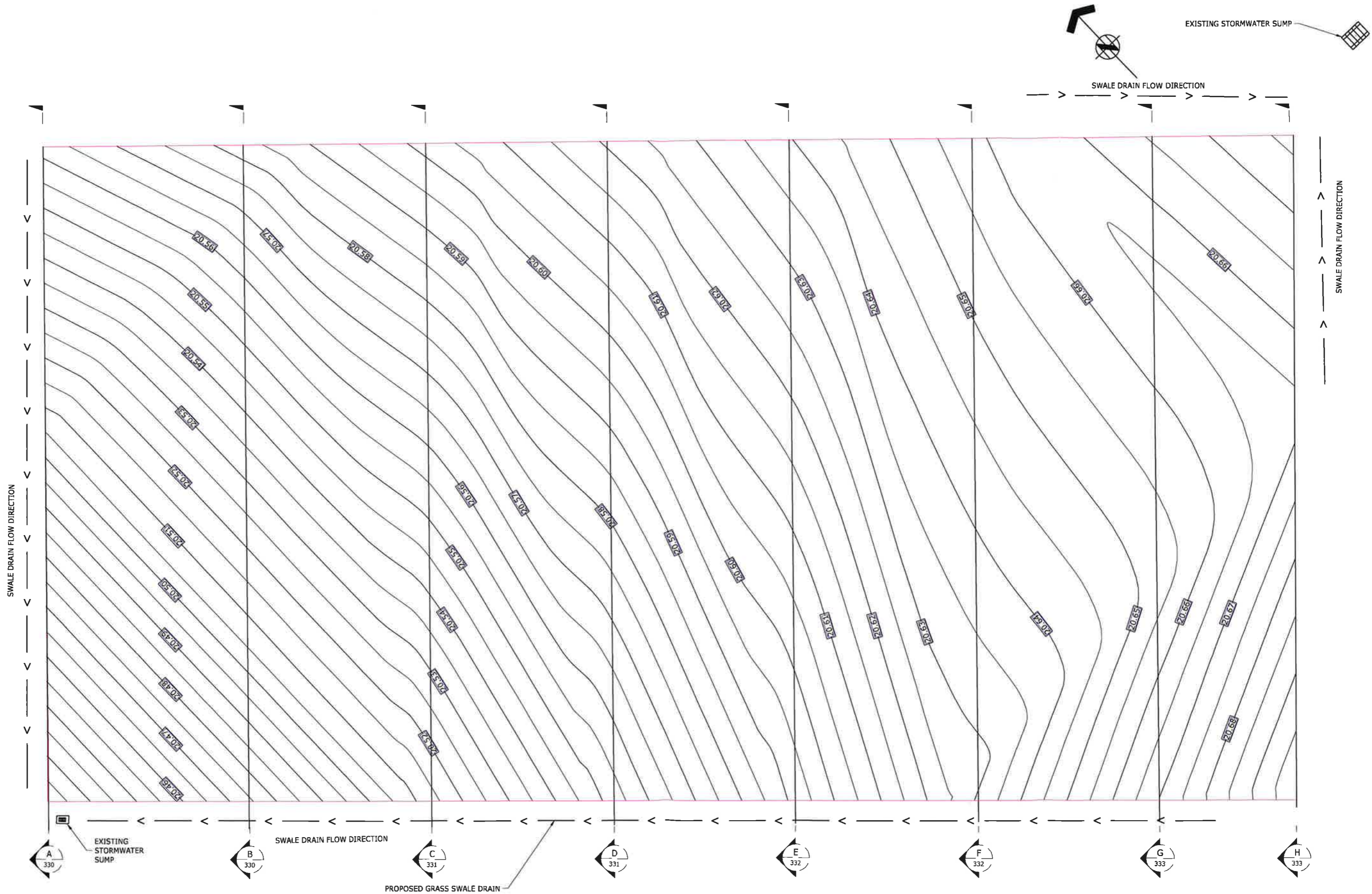


Warren Boag
 Senior Engineer

Enc. Drawing numbers 139775-01-120, 139775-01-200, 139775-01-210, 139775-01-330,
 139775-01-331, 139775-01-332, 139775-01-333



| | | | | | | | | | | | | | |
|--|--|--|--|---|--|--|--|--|--|---|--|---|--|
| ORIGINATOR: BLB DATE: 13.07.16 DRAWN: BLB DATE: 13.07.16 CHECKED: WRB DATE: 13.07.16 APPROVED: WRB DATE: 13.07.16 | | SIGNED: [Signature] SIGNED: [Signature] SIGNED: [Signature] SIGNED: [Signature] | | PLOT BY: BLE PLOT DATE: 13.07.16 SURVEY BY: [Signature] SURVEY DATE: [Signature] | | ASSOCIATION OF CONSULTING ENGINEERS NEW ZEALAND ISO 9001 QUALITY ASSURED THIS DRAWING AND DESIGN REMAINS THE PROPERTY OF, AND MAY NOT BE REPRODUCED OR ALTERED, WITHOUT THE WRITTEN PERMISSION OF HARRISON GRIFFIN CONSULTANTS LIMITED. NO LIABILITY SHALL BE ACCEPTED FOR UNAUTHORIZED USE OF THIS DRAWING. | | PROJECT: WAIKATO DISTRICT COUNCIL NGARUAWAHIA PATTERSON PARK | | TITLE: EXISTING NETBALL COURT CONTOUR PLAN | | ISSUE STATUS: FOR APPROVAL PROJECT No: 1120-139775-01 DRAWING No: 139775-01-120 SCALES: 1:100 - A1 1:200 - A3 REV: A | |
| A FOR APPROVAL REF REVISIONS | | | | | | | | | | | | | |



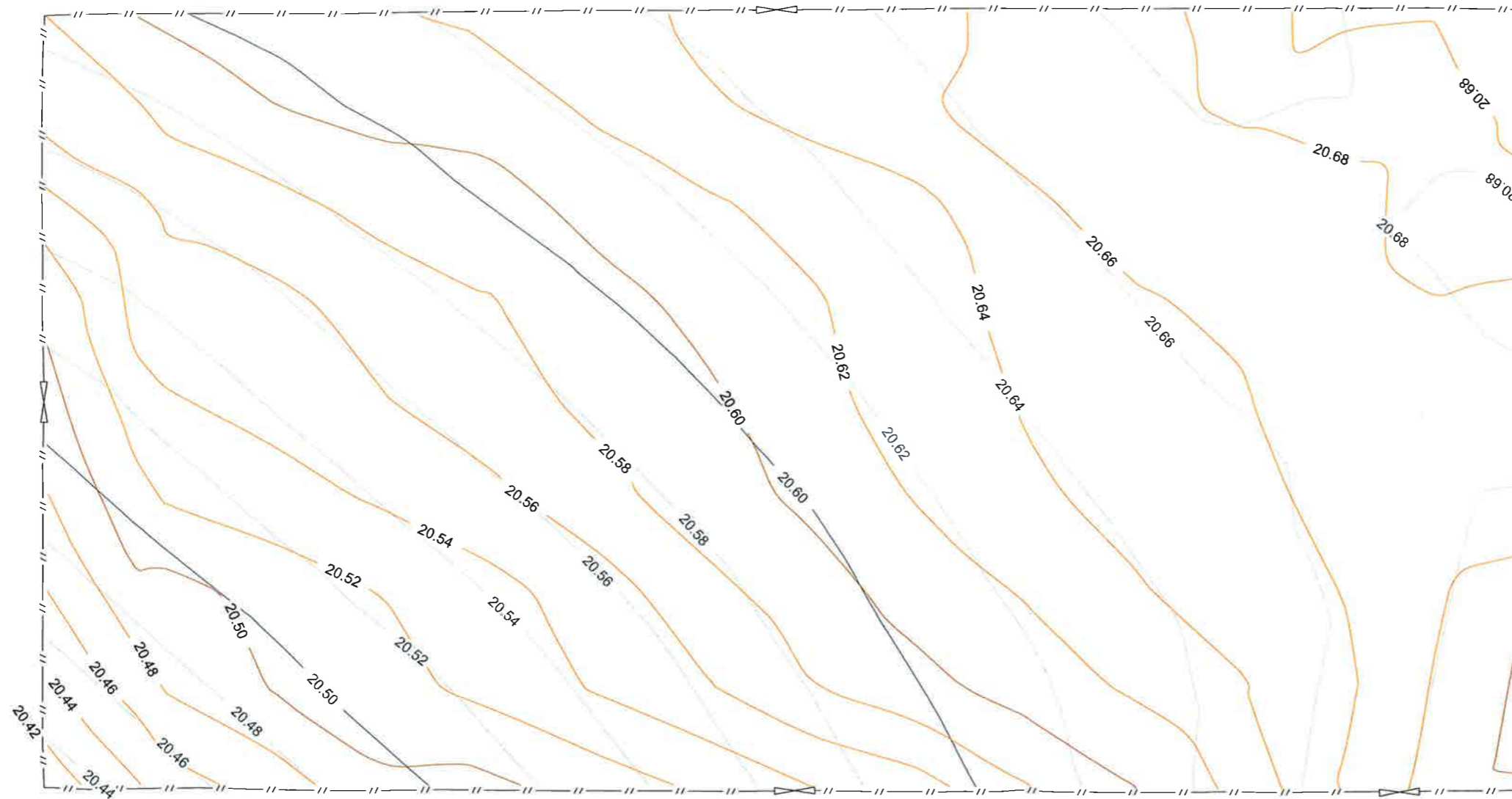


NOTES:

1. COORDINATES ARE IN TERMS OF MOUNT EDEN CIRCUIT 2000
2. LEVELS ARE IN TERMS OF MOTURIKI VERTICAL DATUM 1953

LEGEND:

- DESIGN CONTOUR INTERVAL MINOR 0.02m
- DESIGN CONTOUR INTERVAL MAJOR 0.10m
- AS BUILT CONTOUR INTERVAL MINOR 0.02m
- AS BUILT CONTOUR INTERVAL MAJOR 0.10m



Filename: G:\Pentose\Survey Data\2016 Current\Patterson Park 579009\1201\Patterson Park Mon Nov 14 14:13:40 2016



Downer New Zealand Ltd
 645 Great South Road
 Petone
 Auckland 1062
 Phone (09) 580 6690
 www.downer.co.nz
 info@downer.co.nz

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| Revision | Amendments |
|----------|------------|
| | |
| | |
| | |

| | Name | Date |
|----------|---------------|----------|
| Surveyed | R. PILBROW | 10.11.16 |
| Drawn | J. WHITE | 14.11.16 |
| Checked | D. WIEDERKEHR | 14.11.16 |
| Approved | | |

**CONTOUR COMPARISON PLAN
 BETWEEN DESIGN AND FINAL SURFACE
 NGARUAWAHIA NETBALL COURTS**

SCALE
 1 : 250 (A3)
 DRAWING NUMBER
 002

JOB #
 WO 579009
 SHEET
 1 of 1
 REVISION
 A

Open Meeting

| | |
|---------------------------------|--|
| To | Ngaruawahia Community Board |
| From | Gavin Ion Chief Executive |
| Date | 3 November 2017 |
| Chief Executive Approved | Y |
| DWS Document Set # | GOV0508 |
| Report Title | Ngaruawahia Community Board Resolution/Action Register |

1. EXECUTIVE SUMMARY

To update the Ngaruawahia Community Board Resolution/Action Register.

2. RECOMMENDATION

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

AND THAT the following items be added to the Register;

AND FURTHER THAT the following items be deleted from the Register:

3. ATTACHMENTS

| Project | Action required | Refer to | Up-dated | Action | |
|---------|--|--|----------------------|--------------------------------------|--|
| 1 | <p>Beautifying the Riverbank [NCB03/23/10]</p> <p>A pontoon on Waipa River in relation to launching canoes particularly for the Waipa School</p> | <p>Ngaruawahia Community Plan 'Clean up the river and riverbanks'. Planting on River Road side.</p> <p>A pontoon on Waipa river is suggested to enable Waipa Primary students and the wider community access to the river for waka-ama and other water sports.</p> | <p>SD</p> <p>NCB</p> | <p>1 June 2017</p> <p>1 May 2017</p> | <p><i>This work has been completed.</i></p> <p><i>This project is currently not funded in the LTP and therefore the Community Board will either need to apply for funding at the next LTP (2018) or lead and fund the project as a Board initiative.</i></p> |
| 2 | Green Belt | Investigate proposed | S&S | 1 June | A green belt is an area of open land |

| Project | | Action required | Refer to | Up-dated | Action |
|---------|--|--|----------|---------------|---|
| | [NCB1304/06/6] | green belt around township. | | 2017 | around a city or town on which building is restricted. Rules in the District Plan help ensure that fragmentation of the rural land around Ngaruawahia township is avoided, thus providing a rural interface at the town's northern entrance that supports this green belt concept. District plan rules ensure residential growth occurs within defined zones. |
| 3 | Centennial Park toilet [NCB1302/06/8] | Installation of toilet | SD | 1 May 2017 | A report is being presented to the NCB on placement of this facility. |
| 4 | Wedding Quarry | Wedding Quarry – over spraying of the quarry appears to be causing erosion and is visually unpleasant, is there anything that can be done about this? | CS | 1 August 2015 | Council is unable to undertake any formal action for activity. There is no breach of the District Plan. We understand that it is for weed control purposes and is authorised by Waikato Regional Council. Slip noted and followed up via Works and Issues report. August 2017 – this is WRC issue and can't be progressed by NCB. |
| 5 | Heritage Walkway [NCB1304/06/6] | Investigate the possibility of connecting the heritage walkway with the Te Awa Cycleway. Final plan to go to Community Board, with signage example. | SD | 1 June 2017 | Jennifer Palmer advises the funding and design are finalised for the bridge connection with construction over the summer period. The completion date for the bridge is 28 August 2017. |
| 6 | Adult fitness trail | The adult fitness trail would install fitness equipment on a suitable site to encourage adults to exercise as part of the cycle way and the Hakarimata stairs. | SD | 1 June 2017 | \$10K granted from the Community Wellbeing Trust. Awaiting further funding and council advice on suitable sites. The Te Awa cycleway is recommended by parks and facilities as a suitable site for the proposed fitness trail. Wendy Diamond provided update at NCB workshop. 13/06/2017 - \$40K received from Wel Energy. |
| 7 | Te Mana o Te Rangi Reserve development | The beautification of the old dump site to enable recreational enjoyment and to comply with the landfill aftercare management | SD | 16 March 2017 | Board have been through consultation and will put project forward as LTP item. |

| Project | | Action required | Refer to | Up-dated | Action |
|---------|-------------------------|--|----------|------------|--|
| | | plan. | | | |
| 8 | The Point – photo frame | The Youth Action Group is investigating the opportunity to erect a giant photo frame at The Point. | S&S | 9 May 2017 | <p><i>Embrace the Future (ETF) have made contact with WDC Iwi Liaison to ensure that ETF are not crossing any cultural and sacred boundaries. Are awaiting response. ETF have approved initial design for community consultation and have engaged with Community Development Coordinator to initiate the Placemaking process for this.</i></p> <p><i>9/05/2017 – Youth Action Group advise the project is on hold until further notice.</i></p> <p><i>13/06/2017 - The Community Board continue to support and encourage the Youth Group to move this forward.</i></p> |

Open Meeting

| | |
|---------------------------------|--|
| To | Ngaruawahia Community Board |
| From | Tony Whittaker General Manager Strategy & Support |
| Date | 26 October 2017 |
| Prepared by | Sharlene Jenkins PA to General Manager Strategy & Support |
| Chief Executive Approved | Y |
| Reference # | GOV0508 / 1840482 |
| Report Title | Year to Date Service Request Reports |

1. EXECUTIVE SUMMARY

To update the Board on the Year to Date Service Request Report for Ngaruawahia and All Wards.

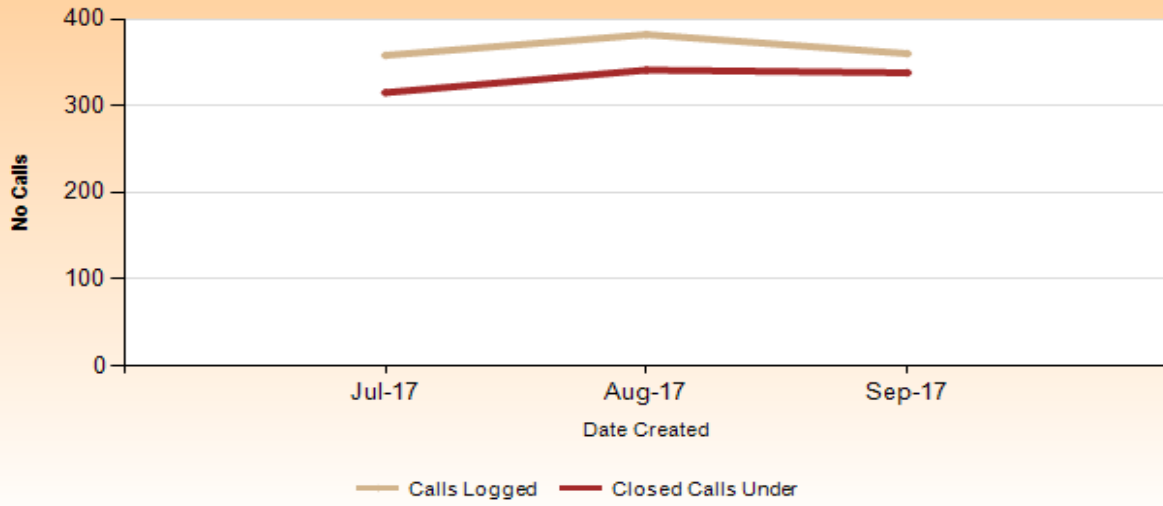
2. RECOMMENDATION

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

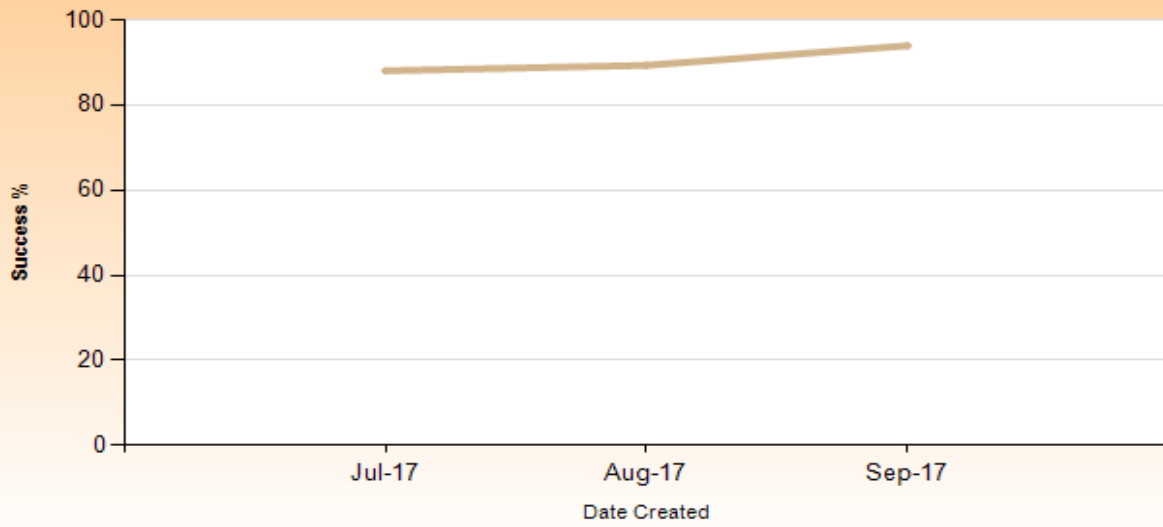
3. ATTACHMENTS

- Year to Date Service Request Report for Ngaruawahia
- Year to Date Service Request Report for All Wards

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 |
| Animal Control | | | | | | | |
| | Summary | 221 | 1 | 9 | 10 | 201 | 95.26% |
| | Animal Charges | 55 | | | 2 | 53 | 96.36% |
| | Dog / Cat Trap Required | 1 | | 1 | | | NaN |
| | Dog Property Visit | 23 | | 1 | 1 | 21 | 95.45% |
| | Dog Straying - Current | 58 | | 1 | 4 | 53 | 92.98% |
| | Dog Straying - Historic | 6 | | | | 6 | 100.00% |
| | Dog Surrender | 7 | | 1 | | 6 | 100.00% |
| | Dog Welfare - Not immediate threat to life | 6 | | | | 6 | 100.00% |
| | Dog/Animal Missing | 18 | | | | 18 | 100.00% |
| | Dogs Aggression - Current | 10 | 1 | | 2 | 7 | 77.78% |
| | Dogs Aggression - Historic | 2 | | | | 2 | 100.00% |
| | Dogs Barking Nuisance | 28 | | 5 | | 23 | 100.00% |
| | Livestock Trespassing - Current | 5 | | | 1 | 4 | 80.00% |
| | Livestock Trespassing - Historic | 2 | | | | 2 | 100.00% |
| Building Inspection Service Requests | | | | | | | |
| | Summary | 12 | 1 | 3 | 3 | 5 | 62.50% |
| | Building Inspection Service Requests | 12 | 1 | 3 | 3 | 5 | 62.50% |
| Compliance - Fire Permits | | | | | | | |
| | Summary | 1 | | 1 | | | NaN |
| | Existing resource consents | 1 | | 1 | | | NaN |
| Compliance Service Requests | | | | | | | |
| | Summary | 30 | 1 | 3 | 5 | 21 | 80.77% |
| | Compliance - Animal By Law | 3 | | | 1 | 2 | 66.67% |
| | Compliance - Environmental Spill | 1 | | 1 | | | NaN |
| | Compliance - Unauthorised Activity | 14 | 1 | 2 | 1 | 10 | 90.91% |
| | Illegal parking | 9 | | | 3 | 6 | 66.67% |
| | Non-animal bylaws | 3 | | | | 3 | 100.00% |
| Consent Enquiries | | | | | | | |
| | Summary | 312 | 1 | 12 | 51 | 248 | 82.94% |
| | Land Hazard Enquiries | 2 | | | | 2 | 100.00% |
| | Onsite Services | 12 | | | | 12 | 100.00% |
| | Planning Process | 49 | 1 | 3 | 8 | 37 | 82.22% |
| | Property Information Request | 65 | | 3 | 2 | 60 | 96.77% |
| | Rural Rapid Number assignment & purchase of plates | 2 | | 1 | | 1 | 100.00% |
| | Zoning and District Plan Enquiries | 182 | | 5 | 41 | 136 | 76.84% |
| DNU - Animal Control | | | | | | | |
| | Summary | 1 | 1 | | | | NaN |
| | Dog straying | 1 | 1 | | | | NaN |
| DNU - Parks Reserves and Facilities | | | | | | | |
| | Summary | 1 | 1 | | | | NaN |
| | Trimming of vegetation - Urban | 1 | 1 | | | | NaN |

| | | | | | | | | |
|--|---|-------------------------|-----------|-----------|-----------|-----------|---------------|----------------|
| Environmental Health Service Requests | Summary | 76 | | 3 | 1 | 72 | 98.63% | |
| | Environmental Health Complaint | 10 | | 3 | | 7 | 100.00% | |
| | Noise complaints straight to contractor | 66 | | | 1 | 65 | 98.48% | |
| Finance | Summary | 86 | | | 3 | 83 | 96.51% | |
| | Rates query | 86 | | | 3 | 83 | 96.51% | |
| Parks Reserves and Facilities | Summary | 68 | 2 | 4 | 12 | 50 | 80.65% | |
| | Parks & Reserves - Boat Ramp and Jetty issues | 1 | | | 1 | | 0.00% | |
| | Parks & Reserves - Buildings | 31 | | | 8 | 23 | 74.19% | |
| | Parks & Reserves - Council owned land | 2 | | 1 | | 1 | 100.00% | |
| | Parks & Reserves - Graffiti | 1 | | | | 1 | 100.00% | |
| | Parks & Reserves - Lake Access | 2 | 2 | | | | NaN | |
| | Parks & Reserves - Park Furniture | 1 | | | | 1 | 100.00% | |
| | Parks & Reserves - Reserve Issues | 26 | | 3 | 2 | 21 | 91.30% | |
| | Parks & Reserves - Urgent Public Toilet Issues | 2 | | | 1 | 1 | 50.00% | |
| | Parks & Reserves-Council owned buildings on reserv | 2 | | | | 2 | 100.00% | |
| | Refuse and Recycling Service Requests | Summary | 27 | | 4 | | 23 | 100.00% |
| | | Recycling Not Collected | 1 | | | | 1 | 100.00% |
| Refuse - Non-Collection | | 10 | | 2 | | 8 | 100.00% | |
| Refuse & Recycling Contractor Complaints | | 2 | | | | 2 | 100.00% | |
| Refuse & Recycling Enquiries | | 6 | | 1 | | 5 | 100.00% | |
| Rubbish bag sticker/tag orders - internal use only | | 8 | | 1 | | 7 | 100.00% | |
| Roading CRMs | Summary | 101 | 4 | 22 | 13 | 62 | 82.67% | |
| | Bridge Maintenance Non-Urgent | 1 | | | 1 | | 0.00% | |
| | Emergency Events - 1 Hr Response | 5 | | | | 5 | 100.00% | |
| | Footpath Maintenance - Non_Urgent | 3 | | | | 3 | 100.00% | |
| | New Vehicle Entrance Request | 2 | | 1 | | 1 | 100.00% | |
| | Passenger Transport (incl Bus Shelters) | 1 | | | 1 | | 0.00% | |
| | Request 4 new street light path sign etc | 5 | | | 1 | 4 | 80.00% | |
| | Road Culvert Maintenance | 18 | | 7 | 3 | 8 | 72.73% | |
| | Road Marking Sign & Barrier Maint Marker Posts | 1 | | | | 1 | 100.00% | |
| | Road Safety Issue Enquiries | 7 | | | 1 | 6 | 85.71% | |
| | Roading Work Assessment Required - OnSite 5WD | 23 | | 7 | 3 | 13 | 81.25% | |
| | Routine Roothing Work Direct to Contractor 5WD Comp | 10 | 3 | | | 7 | 100.00% | |
| | Street Light Maintenance | 12 | | 1 | 3 | 8 | 72.73% | |
| | Urgent - Footpath Maintenance | 1 | 1 | | | | NaN | |
| | Urgent Roothing Work 4Hr Response | 3 | | | | 3 | 100.00% | |
| | Vegetation Maintenance | 9 | | 6 | | 3 | 100.00% | |

| | | | | | | | |
|---------------------------------|--|-------------|-----------|-----------|------------|------------|----------------|
| Rubbish Service Requests | | | | | | | |
| | Summary | 20 | | 1 | 1 | 18 | 94.74% |
| | Abandoned Vehicle | 4 | | 1 | | 3 | 100.00% |
| | Illegal Rubbish Dumping | 16 | | | 1 | 15 | 93.75% |
| Traffic | | | | | | | |
| | Summary | 1 | | | | 1 | 100.00% |
| | Traffic lights - Maintenance | 1 | | | | 1 | 100.00% |
| Waters | | | | | | | |
| | Summary | 236 | 3 | 16 | 7 | 210 | 96.77% |
| | 3 Waters Enquiry | 39 | | 1 | 2 | 36 | 94.74% |
| | 3 Waters Safety Complaint - Non Urgent | 2 | | | | 2 | 100.00% |
| | 3 Waters Safety Complaint - Urgent | 6 | | | 2 | 4 | 66.67% |
| | Drinking water billing | 9 | | | | 9 | 100.00% |
| | Drinking Water Final Meter Read | 50 | | 11 | 1 | 38 | 97.44% |
| | Drinking Water Major Leak | 4 | 1 | | | 3 | 100.00% |
| | Drinking Water minor leak | 27 | | | | 27 | 100.00% |
| | Drinking Water quality | 7 | | | | 7 | 100.00% |
| | Drinking Water Quantity/Pressure | 17 | | | | 17 | 100.00% |
| | Fix Water Toby | 9 | | | | 9 | 100.00% |
| | New Drinking Storm Waste water connections | 7 | | | | 7 | 100.00% |
| | No Drinking Water | 9 | 2 | | | 7 | 100.00% |
| | Stormwater Open Drains | 3 | | 1 | | 2 | 100.00% |
| | Stormwater Property Flooding | 5 | | 3 | | 2 | 100.00% |
| | Wastewater Odour | 2 | | | | 2 | 100.00% |
| | Wastewater Overflow or Blocked Pipe | 3 | | | | 3 | 100.00% |
| | Wastewater Pump Alarm | 1 | | | | 1 | 100.00% |
| | Waters Pump Station jobs - only for internal use | 36 | | | 2 | 34 | 94.44% |
| Total | | 1193 | 15 | 78 | 106 | 994 | 90.36% |

Service Request Time Frames for all Wards

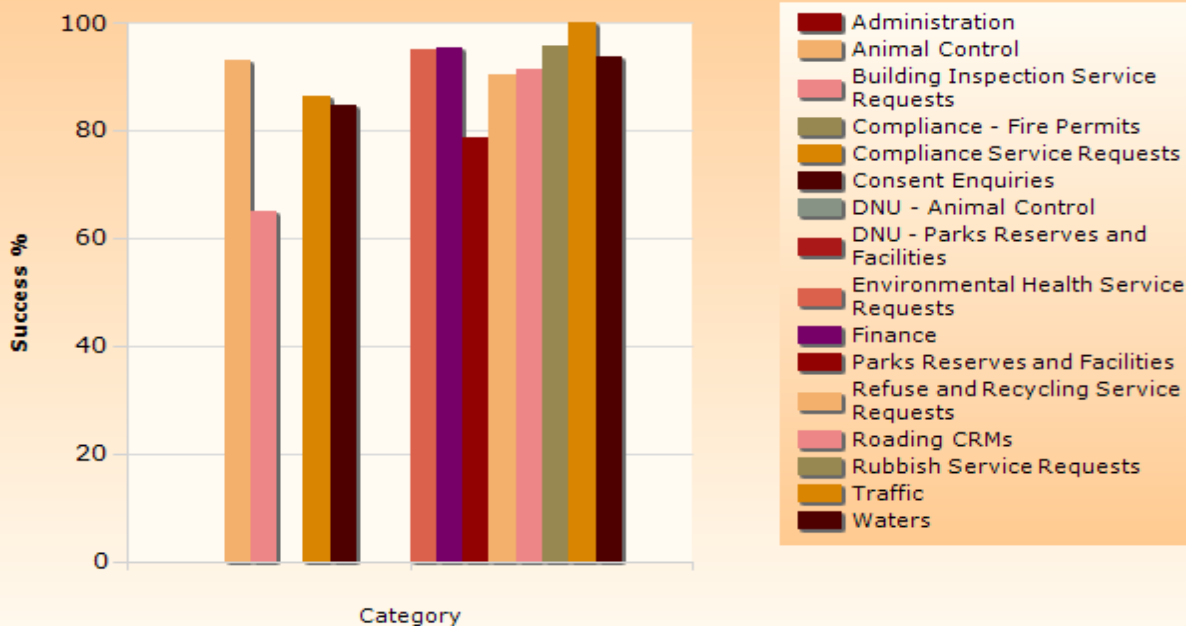
Date Range: 01/07/2017 to 30/09/2017



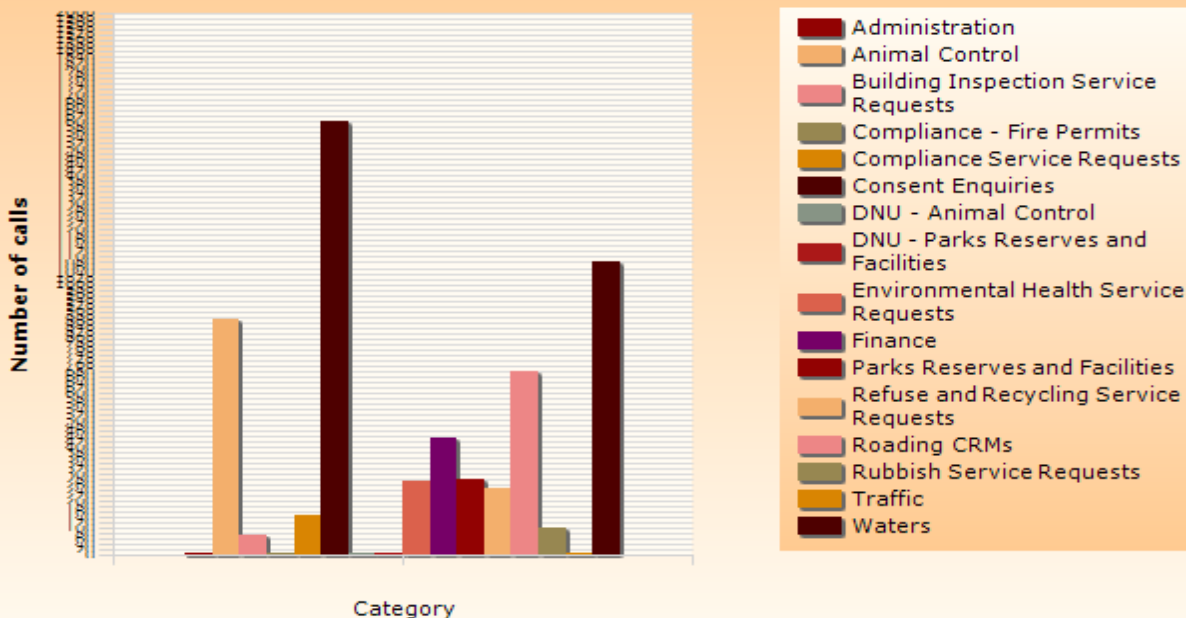
The success rate excludes Open Calls as outcome is not yet known.

10/26/2017 2:03:06 PM

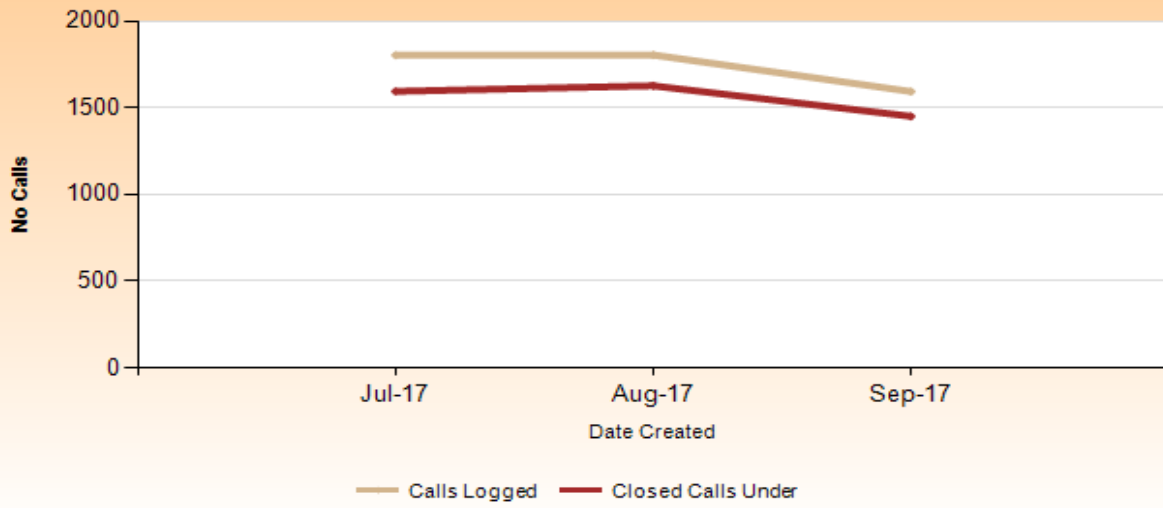
Call Completion % Success by Type



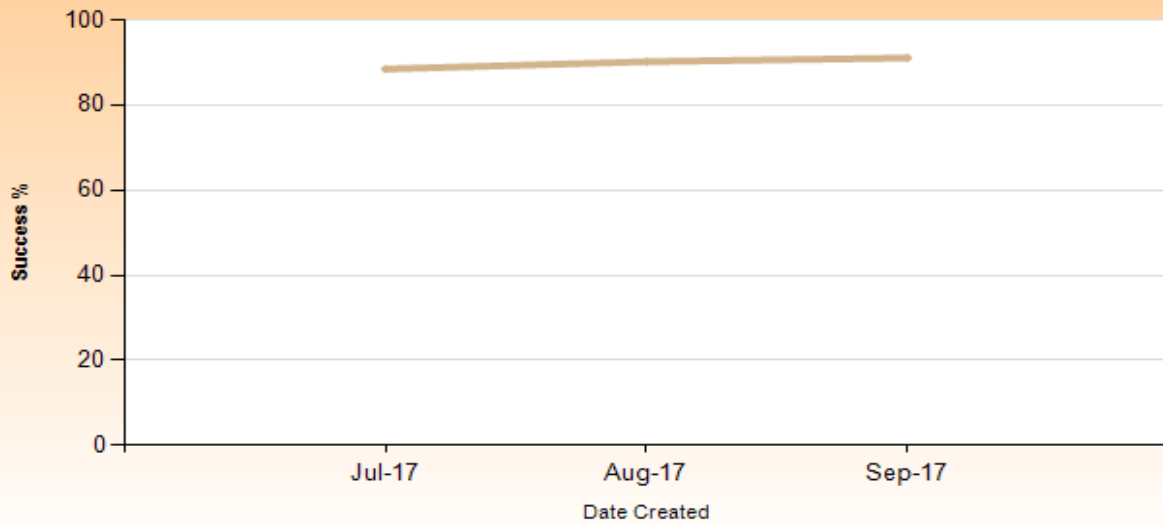
Number of Calls logged by Type



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 | 1 | 1 | | | | NaN |
| | Trade Waste | 1 | 1 | | | | NaN |
| Animal Control | | | | | | | |
| | Summary | 870 | 9 | 27 | 57 | 777 | 93.17% |
| | Animal Charges | 122 | | | 3 | 119 | 97.54% |
| | Dog / Cat Trap Required | 12 | | 10 | | 2 | 100.00% |
| | Dog Property Visit | 168 | 1 | 2 | 17 | 148 | 89.70% |
| | Dog Straying - Current | 185 | 2 | 1 | 15 | 167 | 91.76% |
| | Dog Straying - Historic | 36 | | 1 | 2 | 33 | 94.29% |
| | Dog Surrender | 20 | | 2 | | 18 | 100.00% |
| | Dog Welfare - Immediate threat to life | 3 | | | | 3 | 100.00% |
| | Dog Welfare - Not immediate threat to life | 16 | | | | 16 | 100.00% |
| | Dog/Animal Missing | 93 | | 1 | | 92 | 100.00% |
| | Dogs Aggression - Current | 40 | 4 | | 11 | 25 | 69.44% |
| | Dogs Aggression - Historic | 28 | 1 | 2 | 2 | 23 | 92.00% |
| | Dogs Barking Nuisance | 92 | | 8 | 1 | 83 | 98.81% |
| | Livestock Trespassing - Current | 41 | 1 | | 6 | 34 | 85.00% |
| | Livestock Trespassing - Historic | 14 | | | | 14 | 100.00% |
| Building Inspection Service Requests | | | | | | | |
| | Summary | 76 | 3 | 27 | 16 | 30 | 65.22% |
| | Building Inspection Service Requests | 76 | 3 | 27 | 16 | 30 | 65.22% |
| Compliance - Fire Permits | | | | | | | |
| | Summary | 1 | | 1 | | | NaN |
| | Existing resource consents | 1 | | 1 | | | NaN |
| Compliance Service Requests | | | | | | | |
| | Summary | 147 | 13 | 17 | 16 | 101 | 86.32% |
| | Compliance - Animal By Law | 22 | | 2 | 7 | 13 | 65.00% |
| | Compliance - Environmental Spill | 2 | | 1 | 1 | | 0.00% |
| | Compliance - Unauthorised Activity | 101 | 13 | 14 | 2 | 72 | 97.30% |
| | Compliance - Urban Fire Hazard (Dry conds only) | 1 | | | 1 | | 0.00% |
| | Illegal parking | 17 | | | 5 | 12 | 70.59% |
| | Non-animal bylaws | 4 | | | | 4 | 100.00% |
| Consent Enquiries | | | | | | | |
| | Summary | 1598 | 1 | 40 | 238 | 1319 | 84.71% |
| | Land Hazard Enquiries | 5 | | | 1 | 4 | 80.00% |
| | Onsite Services | 70 | | 2 | 3 | 65 | 95.59% |
| | Planning Process | 191 | 1 | 5 | 36 | 149 | 80.54% |
| | Property Information Request | 472 | | 14 | 12 | 446 | 97.38% |
| | Rural Rapid Number assignment & purchase of plates | 14 | | 3 | 1 | 10 | 90.91% |
| | Zoning and District Plan Enquiries | 846 | | 16 | 185 | 645 | 77.71% |
| DNU - Animal Control | | | | | | | |
| | Summary | 1 | 1 | | | | NaN |
| | Dog straying | 1 | 1 | | | | NaN |

| | | | | | | | | |
|--|--|-----------------|------------|------------|-----------|------------|---------------|---------------|
| DNU - Parks Reserves and Facilities | Summary | 4 | 4 | | | | NaN | |
| | Buildings | 1 | 1 | | | | NaN | |
| | Reserves | 1 | 1 | | | | NaN | |
| | Trimming of vegetation - Urban | 2 | 2 | | | | NaN | |
| Environmental Health Service Requests | Summary | 276 | | 10 | 13 | 253 | 95.11% | |
| | Environmental Health Complaint | 35 | | 6 | 7 | 22 | 75.86% | |
| | Noise Complaint - Environmental Health | 14 | | 4 | 2 | 8 | 80.00% | |
| | Noise complaints straight to contractor | 227 | | | 4 | 223 | 98.24% | |
| Finance | Summary | 436 | | 4 | 20 | 412 | 95.37% | |
| | Rates query | 436 | | 4 | 20 | 412 | 95.37% | |
| Parks Reserves and Facilities | Summary | 284 | 46 | 35 | 43 | 160 | 78.82% | |
| | Parks & Reserves - Beach Issues | 3 | | | 1 | 2 | 66.67% | |
| | Parks & Reserves - Beacons Operational (has light) | 1 | | | 1 | | 0.00% | |
| | Parks & Reserves - Boat Ramp and Jetty issues | 1 | | | 1 | | 0.00% | |
| | Parks & Reserves - Buildings | 82 | | | 18 | 64 | 78.05% | |
| | Parks & Reserves - Cemetery Complaints (not mowing | 3 | | | | 3 | 100.00% | |
| | Parks & Reserves - Council owned land | 11 | | 7 | | 4 | 100.00% | |
| | Parks & Reserves - Graffiti | 9 | | | 1 | 8 | 88.89% | |
| | Parks & Reserves - Lake Access | 51 | 46 | 5 | | | NaN | |
| | Parks & Reserves - Non-urgent Public Toilet Issues | 3 | | | | 3 | 100.00% | |
| | Parks & Reserves - Park Furniture | 3 | | | 1 | 2 | 66.67% | |
| | Parks & Reserves - Raglan Wharf Issues | 1 | | | | 1 | 100.00% | |
| | Parks & Reserves - Reserve Issues | 100 | | 21 | 17 | 62 | 78.48% | |
| | Parks & Reserves - Urgent Public Toilet Issues | 8 | | | 3 | 5 | 62.50% | |
| | Parks & Reserves-Council owned buildings on reserv | 8 | | 2 | | 6 | 100.00% | |
| | Refuse and Recycling Service Requests | Summary | 250 | 2 | 21 | 22 | 205 | 90.31% |
| | | New collections | 8 | | | 3 | 5 | 62.50% |
| Recycling Not Collected | | 44 | 1 | 4 | | 39 | 100.00% | |
| Refuse - Non-Collection | | 83 | 1 | 5 | 4 | 73 | 94.81% | |
| Refuse & Recycling Contractor Complaints | | 30 | | 2 | 3 | 25 | 89.29% | |
| Refuse & Recycling Enquiries | | 50 | | 5 | 9 | 36 | 80.00% | |
| Rubbish bag sticker/tag orders - internal use only | | 25 | | 2 | 3 | 20 | 86.96% | |
| Tuakau Wheelie Bins | | 10 | | 3 | | 7 | 100.00% | |
| Roading CRMs | Summary | 677 | 11 | 204 | 40 | 422 | 91.34% | |
| | Boundary fences on roads - permanent & temporary | 1 | | | | 1 | 100.00% | |
| | Bridge Maintenance Non-Urgent | 4 | | 2 | 1 | 1 | 50.00% | |
| | Emergency Events - 1 Hr Response | 9 | | | | 9 | 100.00% | |

| | | | | | | | |
|---------------------------------|--|-------------|------------|------------|------------|-------------|----------------|
| | Footpath Maintenance - Non_Urgent | 18 | | 5 | 1 | 12 | 92.31% |
| | New Vehicle Entrance Request | 53 | | 6 | | 47 | 100.00% |
| | Passenger Transport (incl Bus Shelters) | 2 | | 1 | 1 | | 0.00% |
| | Request 4 new street light path sign etc | 34 | 1 | 10 | 4 | 19 | 82.61% |
| | Road Culvert Maintenance | 130 | | 62 | 6 | 62 | 91.18% |
| | Road Marking Sign & Barrier Maint Marker Posts | 11 | | 4 | 1 | 6 | 85.71% |
| | Road Safety Issue Enquiries | 21 | | 5 | 2 | 14 | 87.50% |
| | Roading Work Assessment Required - OnSite 5WD | 190 | 2 | 71 | 15 | 102 | 87.18% |
| | Routine Roading Work Direct to Contractor 5WD Comp | 63 | 6 | 3 | 1 | 53 | 98.15% |
| | Stock Crossing & Moving | 2 | | 1 | | 1 | 100.00% |
| | Street Light Maintenance | 66 | | 14 | 4 | 48 | 92.31% |
| | Urgent - Footpath Maintenance | 3 | 2 | | 1 | | 0.00% |
| | Urgent Roading Work 4Hr Response | 30 | | | | 30 | 100.00% |
| | Vegetation Maintenance | 40 | | 20 | 3 | 17 | 85.00% |
| Rubbish Service Requests | | | | | | | |
| | Summary | 99 | 2 | 3 | 4 | 90 | 95.74% |
| | Abandoned Vehicle | 22 | | 3 | 1 | 18 | 94.74% |
| | Illegal Rubbish Dumping | 77 | 2 | | 3 | 72 | 96.00% |
| Traffic | | | | | | | |
| | Summary | 2 | | | | 2 | 100.00% |
| | Illegal parking | 1 | | | | 1 | 100.00% |
| | Traffic lights - Maintenance | 1 | | | | 1 | 100.00% |
| Waters | | | | | | | |
| | Summary | 1080 | 23 | 97 | 61 | 899 | 93.65% |
| | 3 Waters Enquiry | 162 | 9 | 7 | 16 | 130 | 89.04% |
| | 3 Waters Safety Complaint - Non Urgent | 4 | | 1 | | 3 | 100.00% |
| | 3 Waters Safety Complaint - Urgent | 15 | | | 5 | 10 | 66.67% |
| | Drinking water billing | 50 | | 4 | | 46 | 100.00% |
| | Drinking Water Final Meter Read | 307 | | 54 | 3 | 250 | 98.81% |
| | Drinking Water Major Leak | 35 | 3 | | 7 | 25 | 78.13% |
| | Drinking Water minor leak | 111 | 1 | 3 | 6 | 101 | 94.39% |
| | Drinking Water quality | 60 | | | 2 | 58 | 96.67% |
| | Drinking Water Quantity/Pressure | 39 | | | 2 | 37 | 94.87% |
| | Fix Water Toby | 32 | 1 | 2 | 2 | 27 | 93.10% |
| | New Drinking Storm Waste water connections | 33 | | 2 | | 31 | 100.00% |
| | No Drinking Water | 44 | 4 | | 1 | 39 | 97.50% |
| | Stormwater Blocked pipe | 9 | | 3 | 2 | 4 | 66.67% |
| | Stormwater Open Drains | 21 | 1 | 10 | 1 | 9 | 90.00% |
| | Stormwater Property Flooding | 33 | 1 | 11 | | 21 | 100.00% |
| | Stormwater Property Flooding Urgent | 1 | | | 1 | | 0.00% |
| | Wastewater Odour | 5 | | | | 5 | 100.00% |
| | Wastewater Overflow or Blocked Pipe | 25 | 1 | | 5 | 19 | 79.17% |
| | Wastewater Pump Alarm | 24 | 1 | | 3 | 20 | 86.96% |
| | Waters Pump Station jobs - only for internal use | 70 | 1 | | 5 | 64 | 92.75% |
| Total | | 5802 | 116 | 486 | 530 | 4670 | 89.81% |

Open Meeting

| | |
|---------------------------------|---|
| To | Ngaruawahia Community Board |
| From | Tony Whittaker General Manager Strategy & Support |
| Date | 09 October 2017 |
| Chief Executive Approved | Y |
| Reference # | GOV0508 |
| Report Title | Joint Community Board and Community Committee December Meeting |

I. EXECUTIVE SUMMARY

We have been running joint Community Board and Community Committee sessions with Council now for over a year. The purpose of these sessions was to enable Council to keep the respective community representatives informed of key issues, and to enable a sharing of views and ideas among community representatives. The feedback we have received so far has been positive and that those that do attend are enjoying them.

Although it is appreciated that time is precious leading up to Christmas, Council would like to host all Community Board and Community Committee representatives at one last joint meeting prior to the end of the year. Council will hopefully have completed its detailed Long Term Plan budget deliberations by 15 December and hence would like to share the results of this with you, and to celebrate the end of another challenging year.

In lieu of the above, it is suggested that Community Boards and Community Committees might reconsider whether they have a meeting in December and attend the joint session instead. We appreciate you will need to be cognisant of any key decisions required in December, to enable this to work. This would also provide some relief from preparing December agendas etc.

If Community Boards and Community Committees are in agreement to meet jointly, this meeting could be held in Ngaruawahia on Tuesday, 19 December 2017 at 6.00pm.

It is recommended that unless there are pressing matters for Community Boards and Community Committees to attend to at their December meetings, they agree to not meet as planned, but attend a joint meeting instead.

2. RECOMMENDATION

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

AND THAT the Ngaruawahia Community Board agrees to support the joint meeting of Community Boards and Community Committees on Tuesday, 19 December;

AND FURTHER THAT the Ngaruawahia Community Board supports not having an individual meeting in December.

3. ATTACHMENTS

NIL