

Agenda for a meeting of the Te Kauwhata Community Committee to be held via Audio Visual Platform on **WEDNESDAY, 1 SEPTEMBER 2021** commencing at **7.00pm**.

- 1. APOLOGIES AND LEAVE OF ABSENCE**

- 2. CONFIRMATION OF STATUS OF AGENDA**

- 3. DISCLOSURES OF INTEREST** 2
The Register of Interests for the Committee is attached for information purposes and for members to update any interests they may have.

- 4. CONFIRMATION OF MINUTES** 4
 Meeting held on Wednesday, 4 August 2021

- 5. SPEAKER**

- 6. ACTIONS**

- 7. REPORTS**
 - 7.1 Te Kauwhata Works and Issues Report – August 2021 9
 - 7.2 Discretionary Fund Report to 19 August 2021 19
 - 7.3 Te Kauwhata Community Events Committee - 2021 Christmas Parade 21
 - 7.4 Councillor’s Report *Verbal*
 - 7.5 Chairperson’s Report *Verbal*

GJ Ion
CHIEF EXECUTIVE

Open Meeting

To	Te Kauwhata Community Committee
From	Gavin Ion Chief Executive
Date	23 August 2021
Prepared by	Matt Horsfield Democracy Advisor
Chief Executive Approved	Y
Reference #	GOV0303
Report Title	Register of Interests

1. EXECUTIVE SUMMARY

A copy of the Register of Interests is attached for the Committee's information. The register will be updated following receipt of information during the year.

2. RECOMMENDATION

THAT the report from the Chief Executive be received.

3. ATTACHMENTS

Register of Interests – Te Kauwhata Community Committee.

Register of Elected Members Interests - Community Committees

Name	Community Committee	Financial Interests Please refer to Statement Reference here.		Non - Financial Interests								
		1 to 6	With the exception of	Companies		Employment	Other Organisations		Property	Gifts (received since 21 October 2019)	Payments for activities and services (since 21 October 2019)	Debts
				Director/Manager	Financial Interests		Trustee/Beneficiary	Governing Body				
Toni Grace	Te Kauwhata	No	N/A	N/A	<ul style="list-style-type: none"> Mercury Energy (shares) 	<ul style="list-style-type: none"> Suits & Gumboots Country Daycare (Early Childhood Centre) 	<ul style="list-style-type: none"> Tolemisa Trust (Trustee) 	<ul style="list-style-type: none"> Te Kauwhata Squash Club (Club Captain) 	1x Te Kauwhata (Owner/Trustee)	N/A	N/A	Home Mortgage
John Cunningham	Te Kauwhata	No	N/A	Aparangi Retirement Village	<ul style="list-style-type: none"> Ignition Partner Ltd (Business Advice & capital raising) Resin & Wax Holdings (Chemical Development) Cawthron Institute (Aquaculture Research) <ul style="list-style-type: none"> IMMR (Research) Climsystems Ltd. (Climate forecasting & risk management) 	N/A	N/A	N/A	2 x Te Kauwhata (Owner)	N/A	N/A	N/A
Jeanie Allport	Te Kauwhata	No	N/A	N/A	N/A	Land Information New Zealand	N/A	N/A	1 x Waerenga (Owner)	N/A	N/A	N/A
Courtney Howells	Te Kauwhata	No	N/A	N/A	N/A	<ul style="list-style-type: none"> Century 21 Tuakau 	N/A	<ul style="list-style-type: none"> Wife is District Commissioner of Te Kauwhata Area Pony Club 	1x Waerenga (Owner)	N/A	N/A	Home Mortgage
Barry Weaver	Te Kauwhata	No	N/A	N/A	N/A	N/A	N/A	N/A	1 x Te Kauwhata (Owner)	N/A	N/A	N/A
Angela Van de Munckhof	Te Kauwhata	No	N/A	<ul style="list-style-type: none"> Te Kauwhata Pharmacy (Pharmacy/Retail) 	<ul style="list-style-type: none"> Te Kauwhata Pharmacy (Pharmacy) 	<ul style="list-style-type: none"> Te Kauwhata Pharmacy (Retail) 	N/A	N/A	1x Onewhero (Owner)	N/A	N/A	N/A
Tim Hinton	Te Kauwhata	YES Sub contractor to City Care	YES No.6	Inform Landscapes (Horticulture Contractor)	Inform Landscapes (Horticulture Contractor)	<ul style="list-style-type: none"> Inform Landscapes (Horticulture Contractor) 	Tim Hinton Family Trust (Director)	<ul style="list-style-type: none"> Te Kauwhata Emergency Services Trust (Funding for emergency services) 	1x Te Kauwhata (Owner)	N/A	N/A	N/A

YELLOW INDICATES THAT THE MEMBER DID NOT SUBMIT A COMPLETED FORM

Open Meeting

To	Te Kauwhata Community Committee
From	Gavin Ion Chief Executive
Date	23 August 2021
Prepared by	Matt Horsfield Democracy Advisor
Chief Executive Approved	Y
Reference #	GOV0509
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of the Te Kauwhata Community Committee meeting held on Wednesday, 4 August 2021.

2. RECOMMENDATION

THAT the minutes of the meeting of the Te Kauwhata Community Committee held on Wednesday, 4 August 2021 be confirmed as a true and correct record.

3. ATTACHMENTS

TKCC Minutes – 4 August 2021

MINUTES for a meeting of the Te Kauwhata Community Committee held at the St John Ambulance Rooms, 4 Baird Avenue, Te Kauwhata on **WEDNESDAY, 4 AUGUST 2021** commencing at **7.00pm**.

Present:

Ms T Grace (Chairperson)
Cr JD Sedgwick
Mr J Cunningham
Ms A Van de Munckhof
Mr T Hinton
Mr C Howells
Mr B Weaver

Attending:

Mr V Ramduny (Acting Group Manager, Community Growth)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Ms Grace/Mr Hinton)

THAT the apology from Ms Allport be received.

CARRIED

TKCC2108/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Hinton /Mr Cunningham)

THAT the agenda for the meeting of the Te Kauwhata Community Committee held on **Wednesday 4 August 2021** be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED

TKCC2108/02

DISCLOSURES OF INTEREST

Mr Hinton advised members of the Committee that he would declare a financial conflict of interest regarding any discussion associated with Citycare.

CONFIRMATION OF MINUTES

Resolved: (Mr Cunningham /Mr Weaver)

THAT the minutes for the meeting of the Te Kauwhata Community Committee, held on 2 June 2021 be confirmed as a true and correct record for the meeting subject to the following alterations:

- **Item 5, Speaker: Jason Marconi, Kainga Ora-Update on Lakeside.**

The Strategic Projects Manager advised that the current primary has a 'designation' zoning over and above the residential zoning.

CARRIED

TKCC2108/03

SPEAKER

- There were no speakers.

ACTIONS

- Progress was reported on all actions.

REPORTS

Te Kauwhata Works & Issues Report: July 2021
Agenda Item 7.1

The report was received [TKCC2108/02 refers] and the following discussion was held:

- Mr Hinton advised that the installation of the dog agility equipment and park benches have been delayed due to wet ground conditions.
- The Blunt Road walkway will be constructed between October 2021 and April 2022(weather dependent).
- The Travers Road walkway loop has been completed.
- The Council's Community Facilities team was developing a draft Domain Plan for consideration by the Community Committee, noting \$20,000 has been provided for this in 2021/22 (Year 1) of the Long Term Plan 2021-2031.
- Feedback on the Te Kauwhata Innovating Street project has been extended from 6 August to 13 August 2021.
- Works on the Rangiriri Cemetery have been delayed due to the wet weather.

Discretionary Fund Report to 20 July 2021
Agenda Item 7.2

The report was received [TKCC2108/02 refers] and the following discussion was held.

- The Committee approved payment for Jackson Engineering of \$202.69 from the discretionary fund.

Resolved: (Mr Weaver/Ms Howells)

THAT the Te Kauwhata Community Committee approves payment to Jackson Engineering Ltd in the amount of \$202.69 (including GST) for supply and fitting of new boards to the Community Notice Board.

CARRIED

TKCC2108/04

Te Kauwhata A&P Association – 2021 Christmas Parade
Agenda Item 7.3

The report was received [TKCC2108/02 refers] and the following discussion was held:

- It was noted that the application was not from the Te Kauwhata A&P Association but from the Te Kauwhata Events Committee.
- The Community Led Development Advisor will bring the report back to the Te Kauwhata Community Committee meeting of 1 September 2021.
- The Committee supports the application in principle but clarification is sought around the need to fund traffic control as this has been paid for by Council in previous years.

Resolved: (Ms Grace/Ms van de Munckhof)

THAT the report be corrected to indicate that the application is from the Te Kauwhata Events Committee and not the Te Kauwhata A&P Association and that the report be brought back to the Te Kauwhata Community Committee at its next meeting (on 1 September 2021).

CARRIED

TKCC2108/05

Councillor's Report

Agenda Item 7.4

Cr Sedgwick gave a verbal report and answered questions from the Committee.

- **Te Kauwhata Wastewater Treatment Plant upgrade** – Earmarked to be completed by end April 2022.
- **Playground** – Council will continue upgrading the Village Green playground whilst planning for a bigger playground at the Domain in the longer term.
- **Three Waters Reform** – Council has till the end of September to advise Government of whether it is formally 'in' or 'out' of the proposed reform framework.
- **Update on Representation Review** - The initial proposal for the representation review was adopted by Council on Wednesday 7 July 2021. The consultation period opened to the public on Wednesday 14 July 2021 and closes on Friday, 20 August 2021. Committee members will consider making a submission.

Chairperson's Report

Agenda Item 7.5

Ms Grace gave a verbal report and answered questions of the Committee.

- The Chairperson provided an overview of the Community patrol car launch and Te Kauwhata Village website maintenance.
- There was a call for artists and sponsors Te Kauwhata Spring Arts Showcase event (11-13 September 2021).
- The Chairperson thanked Mr Weaver and Ms Allport for attending workshops.

There being no further business the meeting was declared closed at 8:50 pm.

Minutes approved and confirmed this day of _____ 2021.

T Grace
CHAIRPERSON

Open Meeting

To	Te Kauwhata Community Committee
From	Vishal Ramduny Acting General Manager Community Growth
Date	16 August 2021
Prepared by	Karen Bredesen PA to the General Manager Service Delivery
Chief Executive Approved	Y
Reference/Doc Set #	TKCC2021; GOV0509; ECM # 3228436
Report Title	Te Kauwhata Works & Issues Report – August 2021

1. EXECUTIVE SUMMARY

To update the Committee on works and issues arising from the previous meeting.

2. RECOMMENDATION

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

3. ATTACHMENT

- Works & Issues Report – August 2021

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TE KAUWHATA COMMUNITY COMMITTEE
WORKS & ISSUES REPORT – AUGUST 2021


	Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update
I.	Dog exercise area - Benches - Dog agility equipment	Andrew Brown and Duncan MacDougall	<p>3 February 2021 It was noted that funding for the Te Kauwhata Domain will be considered through the Long-Term Plan (2021-2031).</p> <p>Tim Hinton indicated that the benches and the agility equipment will be installed by the Te Kauwhata Rugby Club before the summer is over.</p> <p>3 March 2021 Cr. Sedgwick has spoken with Council's Community Connections Manager (Megan May) who is responsible for the Parks and Reserves team. The parks team will install signs to advise users of the dog park to pick up their dog's mess. Council does not supply plastic bags.</p> <p>Tim Hinton indicated that the Rugby Club is happy to help with the installation of the park benches and the agility equipment for a donation.</p> <p>Meeting of 5 May 2021 Tim Hinton (through Cr Sedgwick) advised that he has acquired some concrete for the installation of the park benches. This work is to commence soon.</p> <p>Meeting of 2 June 2021 Tim Hinton advised that the donated agility equipment would be installed in June.</p> <p>Meeting of 4 August 2021</p>	<p>Meeting of 1 September 2021</p> <p>Tim Hinton to provide an update on the installation status of the agility equipment.</p>

	Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update
			Tim Hinton advised that ground conditions were too wet for any works to be undertaken.	
2.	Te Kauwhata walkway at the end of Blunt Road and adjacent to the Whangamarino Wetlands.	Paul McPherson	<p>Meeting of 5 May 2021</p> <ul style="list-style-type: none"> • Council's CFO has indicated that a cost centre for the \$150,000 from the North Waikato Development Fund will be set up for the new financial year. • It has been agreed that the Te Kauwhata Community Committee will work with WDC and its procurement process. • John Cunningham has received 4 expressions of interest which he will pass to Paul McPherson and his team. • One estimate price that came is \$98,000. • Timing for implementation – October 2021 • John has had further discussions with Nick Johnston (Council's Funding & Partnerships Manager) regarding top-up funding. <p>The project will be included in the multi-year Walkway & Cycleway Contract to be advertised and let over the winter period. In the future updates will be provided in the Community Projects Update at the bottom of the report.</p> <p>Meeting of 2 June 2021 Project will be included in an upcoming multi-year Walkway & Cycleway Contract.</p> <p>Work will get underway on the contract development and tendering in July 2021.</p> <p>John Cunningham met with Council's Funding & Partnerships Manager, Nick Johnston to discuss potential funders to supplement the Council budget for this work.</p>	<p>Meeting of 1 September 2021</p> <p>See Community Projects Update below - Paul McPherson.</p>

	Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update
			<p>Meeting of 4 August 2021</p> <p>The Community Projects team are entering the planning phase for this year's projects, including the Walkway & Cycleway contract.</p> <p>There are currently 16 walkways to be included in the contract over the next 3 years totalling around \$3.5m. The Blunt Road walkway will be in the first tranche of sites to be built between October 2021 and April 2022.</p> <p>Due to the wetland nature of the work environment, the dryer period of January/February may be best targeted for construction.</p>	
3.	Walkway loop via Travers Road, Wayside Road and Te Kauwhata Road	Gareth Bellamy and Paul McPherson	<p>Meeting of 2 June 2021</p> <p>WDA will recommence construction for Travers Road Shared Walkway / Cycleway Project Stage 2 (Path in sections between Moorfield Road and Wayside Road) in May, and have works completed, up to the value of works budgeted, by 30 June 2021.</p> <p>4 August 2021</p> <p>Good progress. The gabion basket retaining wall has been completed, drainage has been installed, and the kerbing and much of the concrete path has been poured.</p> <p>Some delay has occurred around issues getting the WEL power joint box relocated and Watercare to raise the meter box and lateral pipe to enable the driveway to be raised and asphalted.</p>	<p>Meeting of 1 September 2021</p> <p>See Community Projects Update below - Paul McPherson.</p>

	Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update
4.	Te Kauwhata Domain Plan	TKCC Rugby Club	<p>Meeting of 2 June 2021</p> <p>Cr Sedgwick and Vishal provided a verbal update at the meeting from the meeting held with Duncan McDougall and Megan May on 24 May 2021.</p> <p>TKCC has \$150k from the North Waikato Development Fund and has passed a recommendation do use this money as seeding to seek further investment for the purposes of upgrading the domain, and in particular the walkway/fitness trail. It is understood that the Community Facilities team intends to incorporate a plan for the Domain into the district-wide Reserve Management Plan in (2023/24). However for the next three years funds will be invested into the domain walkway link and the fitness trail.</p> <p>\$100k pa from the North Waikato Development can be allocated for the Domain walkway.</p> <p>The LTP has indicated \$62k in Y2 for improvements in the Domain, and \$216,112 for the TK Domain walkway. Discussion on potential of pulling this forward via LTP as below.</p> <p>Duncan to provide figures to Cr Jan Sedgwick on how much could be pulled forward (to Year 1) to develop a draft concept plan in-house, so that interim activities do not conflict.</p> <p>The plan (plan-lite) will be socialised with the TKCC only as it will be indicative not exact or confirmed. The generic ‘here’s what we hope to do’ can be shared with the community if needed, but not specifics.</p> <p>Initial walkway to be 2m wide gravel, with upgrade LOS aligned with pop growth. Agreement that fitness equipment should be fixed: ie no moving parts, balance beam etc</p> <p>Fitness equipment not budgeted for from WDC perspective.</p>	<p>Meeting of 1 September 2021</p> <p>Kim Wood has advised that there is no update on the draft Domain Plan. This will be available after lock down.</p>

	Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update
			<p>Domain to be included in Reserves and Sports Park Management Plan is to be consulted on as per statutory requirements (Reserves Management Act).</p> <p>OUTCOMES:</p> <ul style="list-style-type: none"> • Tim Hinton to liaise with Paul McPherson (WDC project manager) to confirm walkway route. • Duncan to liaise with Kim re plan-lite drawing (Domain Plan). This drawing is to indicate the possible site for the new playground. • Drawing to allow positions for future fitness equipment, playground and fruit forest/community garden so there is no conflict <p>VILLAGE GREEN PLAYGROUND</p> <p>Playground eventually to be minimised as new 'destination' playground is created under the DW playground strategy and funding.</p> <p>WDC funding \$100k for upgrade on existing site but would push destination playground out several years.</p> <p>Agreed that the focus should be on the domain playground as soon as feasible, so Duncan to liaise with Mark Janssen to identify what could be added to the Village Green for the \$8-\$10k from TKCC and two organisations who have donated money specifically for this. WDC will absorb the install from the renewals budget</p> <p>Meeting of 4 August 2021</p> <p>Council's Community Facilities team was developing a draft Domain Plan for consideration by the Community Committee, noting \$20,000 has been provided for this in 2021/22 (Year 1) of the Long Term Plan 2021-2031.</p>	

	Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update
6.	Te Kauwhata 'Innovating Streets' Project	Jeanette Underwood (Waikato District Rooding Alliance)	<p>Ideas on how to make the area of the intersections of Te Kauwhata's Main Road/Saleyard and Mahi Roads more people-friendly are being called for, following a \$93,150 investment from Waka Kotahi NZ Transport Agency.</p> <p>The funding has been made available to the Te Kauwhata community through the organisation's "Innovating Streets 'programme and via the Community Committee. The engagement process will see members of the community co-design the pilots with Waikato District Council and activate trials together.</p> <p>The Innovating Streets programme supports street change pilots using tactical urbanism techniques such as trials, pop-ups and interim treatments that make it safer and/or easier for people to move around or access community spaces. For Te Kauwhata, this means the project will be limited to the specific area noted, and temporary initiatives to improve safety and make the area more people-friendly will be piloted there.</p> <p>Meeting of 4 August 2021 Works are complete. Feedback will be sought from the community until 13th August 2021. All feedback will be reviewed and if supported street changes will stay, if not street changes will be removed.</p> 	<p>Meeting of 1 September 2021</p> <p>John Cunningham to provide feedback from the wider community at the Committee meeting on 1 September.</p>

	Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update
7.	Rangiriri cemetery on Te Wheoro Road	Cory Cullen and Mark Jansen	<p>Meeting of 5 May 2021 Detail design for the Rangiriri cemetery is now complete (please see Community Projects Update below). The design is currently being priced by Waikato District Alliance. Once the estimate has been accepted by Waikato District Council, works may start at the end of April depending on the work crew availability.</p> <p>Before any works starts onsite, lwi will perform a Karakia. Once dates are confirmed we will inform the Committee and lwi.</p> <p>The Project Team has been advised to include some communications on this in The Chatter.</p> <p>Meeting of 2 June 2021 Waikato District Alliance have provided a suitable cost estimate. After extended consideration of the most appropriate traffic management methods (ensuring pedestrian access to the cemetery throughout the project), work will start around the end of May depending on the work crew availability and weather permitting.</p> <p>Before any work starts on site, lwi will perform a Karakia. Once dates are confirmed staff will inform the Committee and lwi.</p> <p>4 August 2021</p> <p>Works are continuing on the Rangiriri Cemetery upgrade. Lime stabilising of the pavement materials has been carried out to increase the material strength while working it in this wetter, winter conditions. Some delay in the completion is expected due to weather conditions.</p> <p>The subbase material is continuing to be constructed as is prepping for the concrete kerbing</p>	<p>Meeting 1 September 2021</p> <p>See Community Projects Update at the end of the report for more details.</p>

	Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update
				

SERVICE DELIVERY

Community Projects Update

(As at 23 August 2021 – Note: currently under Covid-19 Level 4 lockdown restrictions)

Travers Road Walkway

Completing reinstatement works and finishing off the entranceways. This will complete this phase of the project.



New concrete path on Travers Road looking towards Wayside Rd intersection

Blunt Road Walkway

In the planning phase, to be part of a broader walkway contract.

Rangiriri Cemetery

Culvert and kerb preparation work is complete as is footpath prep work. Topsoil spreading being planned.

Te Kauwhata Railway Station

This is a Feasibility Study to provide more information to guide planning for the future station. The study is scheduled for this financial year.

Te Kauwhata Village Green Access Improvements

The area involved is between the playground and the ANZAC memorial. The work involves removal of the gravel area, designing an attractive concrete vehicle access that aligns with the playground renewal works.

Lake Waikare Reserve North Boat Ramp Access.

This involves reshaping and improving the gravel entranceway to be more suitable for vehicles towing boats, allowing safe access to the site.

Open Meeting

To	Te Kauwhata Community Committee
From	Alison Diaz Chief Financial Officer
Date	19 August 2021
Prepared by	Julie Kelly Support Accountant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0509
Report Title	Discretionary Fund Report to 19 August 2021

1. EXECUTIVE SUMMARY

To update the Committee on the Discretionary Fund Report to 19 August 2021.

2. RECOMMENDATION

THAT the report from the Chief Financial Officer be received.

3. ATTACHMENTS

Discretionary Fund Report to 19 August 2021

TE KAUWHATA COMMUNITY COMMITTEE DISCRETIONARY FUND REPORT 2021/22 (July 2021 - June 2022)
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As at Date: 19-Aug-2021

	GL	1.207.1704
Commitments from Committee Meeting Minutes & Other Information		
2021/22 Annual Plan		4,198.00
Carry forward from 2020/21		32,652.00
Total Funding		36,850.00
Income		
Total Income		-
Expenditure		
Total Expenditure		-
Net Funding Remaining (excluding commitments)		36,850.00
Commitments		
13-Feb-19 Further development of playgrounds TKCC1902/04		5,000.00
04-Sep-19 Playground equipment on the Village Green TKCC1909/04		3,727.75
05-Feb-20 Further development of playgrounds TKCC2002/04		3,000.00
05-Aug-20 Te Kauwhata Community Committee commit \$5000.00 towards security cameras in Te Kauwhata. TKCC2008/04		5,000.00
02-Dec-20 Commitment of \$10,000.00 be made to Blunt Road Walkway TKCC2012/03		10,000.00
04-Aug-21 Te Kauwhata Community Committee approves payment of \$202.69 (Incl GST) to Jackson Engineering for supply and fitting of new boards to the Community Notice Board TKCC2108/04		176.25
Total Commitments		26,904.00
Net Funding Remaining (Including commitments)		9,946.00

Open Meeting

To	Te Kauwhata Community Committee
From	Vishal Ramduny Acting General Manager Community Growth
Date	18 August 2021
Prepared by	Lianne van den Bemd Community-Led Development Advisor
Chief Executive Approved	Y
Reference #	GOV0514 / 3220362
Report Title	Te Kauwhata Community Events Committee - 2021 Christmas Parade

I. EXECUTIVE SUMMARY

The purpose of this report is to present an application for funding to the Te Kauwhata Community Committee from the Te Kauwhata Community Events Committee towards the cost of their 2021 Christmas Parade.

Report is deferred from the last Te Kauwhata Community Committee meeting held 4 August, as per Agenda Item 7.3 identified at the top of the application attached to this report.

2. RECOMMENDATION

THAT the report from the Acting General Manager Community Growth be received;

AND THAT an allocation of \$..... is made to the Te Kauwhata Community Events Committee towards the cost of their 2021 Christmas Parade;

OR

AND THAT the request from the Te Kauwhata Community Events Committee towards the cost of their 2021 Christmas Parade is declined / deferred until for the following reasons:

3. BACKGROUND

The Te Kauwhata Community Events Committee's 2021 Christmas parade will be held Friday 17 December 2021.

The Christmas parade has long been a favoured and anticipated annual event on the Te Kauwhata calendar. There's always a large turn out and most of the community groups and local businesses enter a float. After the parade, the fun continues with the main street remaining closed off with entertainment and a sausage sizzle. 50 plus volunteers are involved, including other community groups.

4. OPTIONS CONSIDERED

- 4.1 That the application is approved and an allocation of partial or full funding requested be made.
- 4.2 That the application is declined.
- 4.3 That the application is deferred.

5. FINANCIAL

Funding is available to allocate for the year.

The project is noted to cost \$6,015.78. The Te Kauwhata Community Events Committee is seeking funding of \$3,684.10 towards the cost of their 2021 Christmas Parade.

GST Registered	No
Set of Accounts supplied	Yes
Previous funding has been received by this organisation	Yes

6. POLICY

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

For grants above \$5,000.00, a funding cap of 75 percent of the total project cost applies 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 Discretionary and Funding Committee is required in regard to this funding request.

8. ATTACHMENT

Te Kauwhata Community Events Committee – 2021 Christmas Parade

DEFERRED FROM MEETING 4 AUGUST 2021



MINUTES for a meeting of the Te Kauwhata Community Committee held at the St John Ambulance Rooms, 4 Baird Avenue, Te Kauwhata on **WEDNESDAY, 4 AUGUST 2021** commencing at **7.00pm**.

Present:

Ms T Grace (Chairperson)
 Cr JD Sedgwick
 Mr J Cunningham
 Ms A Van de Munckhof
 Mr T Hinton
 Mr C Howells
 Mr B Weaver

Attending:

Mr V Ramduny (Acting Group Manager, Community Growth)

Te Kauwhata A&P Association – 2021 Christmas Parade
 Agenda Item 7.3

The report was received [TKCC2108/02 refers] and the following discussion was held:

- It was noted that the application was not from the Te Kauwhata A&P Association but from the Te Kauwhata Events Committee.
- The Community Led Development Advisor will bring the report back to the Te Kauwhata Community Committee meeting of 1 September 2021.
- The Committee supports the application in principle but clarification is sought around the need to fund traffic control as this has been paid for by Council in previous years.

Resolved: (Ms Grace/Ms van de Munckhof)

THAT the report be corrected to indicate that the application is from the Te Kauwhata Events Committee and not the Te Kauwhata A&P Association and that the report be brought back to the Te Kauwhata Community Committee at its next meeting (on 1 September 2021).

CARRIED

TKCC2108/05

DISCRETIONARY FUNDING APPLICATION FORM

Important notes for applicant:

- Prior to submitting your application, please contact the Waikato District Council's community development advisor, on 0800 492 452 Ext 5732, to discuss your application requirements and confirm that your application meets the eligibility criteria.
- Have you discussed your application with the Waikato District Council community development advisor
Yes No
- Application form must be completed in full and emailed to Funding funding@waidc.govt.nz
- Please ensure you have read the **Guidelines** on [Waikato District Council Discretionary Grants Fund](#) prior to completing the application form (these are updated from time to time).
- I have read and understood the guidelines for funding application form
Yes No
- All parts of the application need to be completed and all supporting information supplied.

PLEASE NOTE: Incomplete applications WILL NOT be considered and will be returned.

Contact email: (Correspondence will be emailed from funding@waidc.govt.nz)

Which of the 2 funds are you applying for: (please tick **one** appropriate box.)

1. Discretionary and Funding Committee

Project Fund (Rural Ward Areas)

Event Fund

OR

2. Community Board / Committee Discretionary Fund for local Town / Village, Projects / Events

Raglan

Taupiri

Onewhero-Tuakau

Ngaruawahia

Huntly

Te Kauwhata

Meremere

Section I – Your details

1. Name of your organisation and contact person

Te Kauwhata Community Events Committee, [REDACTED]

2. What is your organisation's purpose/background (who are you? what do you do?)

The committee is made up of a group of local volunteers working to support and organise events in Te Kauwhata .

3. Phone number/s

4. Email / Address

5. If you are a Registered Charity (we require your registration number & confirmation that your organization registration is current)

Section 2 – Your event / project

1. What is your event / project, including date and location? (please describe in full the project details)

The Te Kauwhata Christmas Parade will be held on Friday 17 December 2021 in Te Kauwhata

2. How many volunteers and who else is involved in the project?

50+ Volunteers are involved including other community groups

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

The Christmas parade has long been a favoured and anticipated event on the Te Kauwhata calendar. There is always a large turn out and most of the community groups and local businesses enter a float. After the parade the fun continues with the main street remaining closed off with entertainment and a sausage sizzle.

Are you GST registered? No Yes GST Number / / _ _ _ _

PLEASE NOTE: The following documentation MUST be supplied with your application:

- A copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club
- A copy of any documentation verifying your organisation's legal status
- Include copies of written quotes ([these must match the Funding Requirements in section 4.](#))

Section 3 – Funding requirements1. **NOTE: Please provide full details for the following:**

- How much your event/project will cost,
- How much you are seeking from the Waikato District Council,
- How much you are seeking from 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.

IMPORTANT: Please ensure all quotes supplied are clearly itemised and match the "Project Breakdown" (Total B)

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)
What is the total cost of your project/event	\$ 6015.78	\$
Existing funds available for the project. Include any projected income i.e. ticket sales, merchandise etc.		
Total A	\$ 2198.20	\$

2. Only include the Funding being sought from Waikato District Council below:

Project Breakdown (itemised costs of funding being sought)	GST Inclusive Costs (use this column if you are NOT GST registered)	GST Exclusive Costs (use this column if you are GST registered)
Ice blocks	\$ 748.60	\$
Larry Simmons Band	\$ 500.00	\$
Advertising	\$ 540.50	\$
Pipe Band	\$ 300.00	\$
Traffic Control	\$ 1595.00	\$
	\$	\$
Total Funds being sought from <u>WDC</u> Total B	\$ 3684.10	\$

3. Has / will funding been sought from other funders? Yes No

If 'Yes', please list the funding organisation(s) and the amount of funding sought

a)	\$ 3684.10	\$
b) Kainga Ora	\$ 2000.00	\$
c)	\$	\$
d)	\$	\$
Total of other funds being sought Total C	\$ 2000.00	\$

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

Section 4 – Community wellbeing and outcomes

1. Which community wellbeing will your project contribute to?
(See the guidelines sheet for more information on this section).

Social Economic Cultural Environmental

2. 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 5 – Previous Funding Received from Waikato District Council

1. 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
Waikato District Council	Christmas Parade	Dec 2020	2220.00
Waikato District Council	Christmas Parade	Dec 2019	2021.00

2. 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 for previous funding received.

Name: Michelle Croucher Date: 1 July 2021

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

Name: Esther Pillbrow Date: 1 July 2021

Position in organisation (tick which applies) Chairman Secretary Treasurer

Signature:  Date: 1 July 2021

*Incomplete applications will not be accepted and will be returned

THE REMNANTS

COUNTRY, ROCK AND BLUES BAND



Larry Simmonds 0782 63220 / 021 1873497

QUOTE for the amount of \$500.00

To: Te Kauwhata Community Events Inc

From "The Remnants Band"

for : Services for the 2021 Te Kauwhata Christmas Parade
Including the provision of : a Sound System, Sound engineer and to
cover the expenses of the entertainers for the function.

Yours faithfully, Larry Simmonds, Band organiser.

June30th 2021

Chatter

Community Newspaper

Te Kauwhata Community Events

Atten: Es [REDACTED]

22/06/2021

Hi E [REDACTED]

Thanks for your email regarding this years Christmas Parade.

Price for a half page is \$470+ GST published as supplied in full colour.

Price quoted is for one insertion.

As with previous years we will publish any editorial that you may wish to send in along with photo's that we usually take to thank the community etc.

Please don't hesitate in asking if there is any more info required.

Regards Jim & Karen
Chatter Newspaper.
G.S.T 55 796 874

Jim & Karen Richardson PO Box 113 Te Kauwhata, Ph 07 8261 148, Email: tkchatta@xtra.co.nz
Mob 0274 746867 (Jim) Mob 0274 771603 (Karen)



**INDEPENDENT
TRAFFIC
CONTROL**
ittraffic.co.nz

Dear 08/06//2021

Dear E [REDACTED]
C/-Te Kauwhata Events Committee

Please see below the quote estimate for your event: Te Kauwhata Christmas Parade 2021, located Main Road, On the 17th of July 2021 at a Time to confirmed

Estimate:

- TMP developed and submitted to Waikato District Council for approval
- Meetings as required (NO CHARGE)
- L1 Event STMS+ 2 Traffic Controllers
- 2 L1 TTM Truck for install of TTM and Removal

Total Cost: \$ 1,595.00+GST

- The above estimate is GST exclusive.
- Staff hours are based on yard to yard and are subject to change according to actual hours.
- This estimate is subject to change according to change in requirements and or stipulations from Road Controlling Authority.
- Work not included in the 'scope of work' shall be dealt with as a variation.
- Public holiday rates will be charged where applicable.
- The event organiser shall be responsible for any equipment damaged or stolen from the site.
- A minimum charge of 4 hours based on the schedule rates is applicable at all times.
- I Traffic cancellation clause is a 4-hour minimum charge at the schedule rate for the job if the work has not been cancelled.
 - Day shift - cancelled before 6pm, the day prior to works
 - Night shift cancelled before 6am day of works
- I Traffic Terms and Conditions document must be sign and returned before the job can be booked.

Any additional costs over and above what is included in this quote estimate price will first be discussed with the event organiser.

Should you have any queries regarding this, please contact me on 027 3690309 or email Colin@ittraffic.co.nz

Kind regards,

Colin Clifton

National Events Manager –| INDEPENDENT TRAFFIC CONTROL LTD

M – 027 369 0309 E - Colin@ittraffic.co.nz

103 Carbine Rd, Mount Wellington, Auckland 1060

PO BOX 14419 PANMURE, AUCKLAND 1741



**INDEPENDENT
TRAFFIC
CONTROL**
ittraffic.co.nz

10/05/2021

Quote for the Te Kauwhata Christmas Parade 2021

Hi Esther, many thanks for email. On behalf of Pipes and Drums of Thames Valley To attend and play at the Xmas Parade at Te Kauwhata we would appreciate a donation of \$300.00

as in past years. Regards Ron Ferguson Sec/Treasurer



E [Redacted]

Christmas Parade Quote

1 message

Caroline Vandebroek <Caroline.Vandebroek@4sq.co.nz>
To: [Redacted]

24 June 2021 at 08:45

Good morning E [Redacted]

Please see below the quote from Te Kauwhata Four Square, [4 Main Road, Te Kauwhata](#). This is for the purchase of 930 ice blocks for the up and coming Christmas Parade on 17th December 2021.

930 ice blocks @ 0.70 each = \$651.10

Plus GST 97.60

Total cost \$748.60

-

If you have any queries please get back to me.

Kind regards,

Caroline van den Broek | Four Square Te Kauwhata

[4 Main Road](#) | [Te Kauwhata](#) 3710 | North Waikato



M: 64+ 273741946

P: 07 826 3867

W: www.foursquare.co.nz



This message has been sent from Four Square

The information contained in this email is intended only for the person or entity to which it is addressed. If you received this message in error, please contact the sender immediately by return email and delete this message and your reply. If you received this message in error you are prohibited from using any information in this email in any other way.

Te Kauwhata Community Events Incorporated

Society Number: 2308664

Financial Statement for the Year Ended 30 March 2021

Balance at 1 April 2020 \$1,930.80

INCOME

	2021	2020
Grant, WDC	\$2,020.00	\$2,021.50
Grant, [REDACTED]		\$3,000.00
Grant, [REDACTED]	\$2,000.00	
Sponsor [REDACTED]		\$100.00
Sponsor [REDACTED]	\$500.00	\$500.00
Sponsor [REDACTED]		\$500.00
Donations [REDACTED]	\$64.00	
Rides	\$186.60	\$134.00
Raffle	\$1,311.30	\$1,164.00
Stall Fees	\$200.00	\$225.00
Interest Received	\$0.75	\$2.15

EXPENDITURE

	2021	2020
Chatter	\$540.50	\$471.50
Band	\$500.00	\$500.00
Pipe Band	\$300.00	\$300.00
Ice Blocks	\$750.00	\$750.00
Rides	\$2,110.25	\$4,197.50
signbank Posters	\$500.00	
Float Prizes	\$1,300.00	\$1,300.00
bank fees	\$15.00	

Total Income	\$6,282.65	\$7,646.65	Total Expenditure	\$6,015.75	\$7,519.00
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Total Profit on 2020 Parade \$266.90

The 2020 ANZAC parade was cancelled due to Covid 19, therefore no spending shows here for ANZAC day.

Balance in Account 30 March 2021 \$2,198.20

I Certify That this financial statement has been submitted to and approved by the members at a general meeting held on the

Signed: