

Agenda for a meeting of the Huntly Community Board to be held in the Huntly West Community Hub, Harris Street, Huntly on **TUESDAY, 2 AUGUST 2022** commencing at **6.00pm**.

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

3. DISCLOSURES OF INTEREST

4. CONFIRMATION OF MINUTES

Meeting held on Tuesday, 21 June 2022

2

5. PUBLIC FORUM

6. REPORTS

6.1	NZ Police Update	Verbal
6.2	Update on Variation 3 to the Proposed Waikato District Plan	Verbal
6.3	Discretionary Fund Report	11
6.4	Works, Actions & Issues Report	16
6.5	Quarterly Service Request Report	25
6.6	Review of Elected Member Policies	32
6.7	Cemeteries Bylaw Early Engagement	39
6.8	Waikato Regional Council Public Transport Plan submission	47
6.9	Gleeson and Cox Consent Application with WRC and WDC	Verbal
6.10	Chairperson's Report	50
6.11	Councillors' and Community Board Members' Reports	Verbal

GJ Ion
CHIEF EXECUTIVE

To	Huntly Community Board
Report title	Confirmation of Minutes
Date:	Tuesday, 1 August 2022
Report Author:	Grace Shaw, Democracy Advisor
Authorised by:	Gaylene Kanawa, Democracy Team Leader

1. Purpose of the report **Te Take moo te puurongo**

To confirm the minutes for a meeting of the Huntly Community Board (HCB) held on Tuesday, 21 June 2022.

2. Staff recommendations **Tuutohu-aa-kaimahi**

THAT the minutes for a meeting of the Huntly Community Board held on Tuesday, 21 June 2022 be confirmed as a true and correct record.

3. Attachments **Ngaa taapirihanga**

Attachment 1 – HCB Minutes – 21 June 2022

MINUTES for a meeting of the Huntly Community Board held in the Riverside Room, Civic Centre, Main Street, Huntly on **TUESDAY, 21 JUNE 2022** commencing at **6.00pm**.

Present:

Mr D Whyte (Chairperson)
Cr S Lynch
Mr DRM Cork
Mr GB McCutchan
Ms E Wawatai
Mr LR Wootton

Attending:

Mr G Mackie

His Worship the Mayor, Mr AM Sanson
Mrs V Jenkins (People & Capability Manager)
Mr P Ellis (Solid Waste Team Leader)
Mr M Horsfield (Democracy Advisor)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr Whyte/Mr McCutchan)

THAT the Huntly Community Board accepts the apologies for non-attendance from Cr McNally and Ms Bredenbeck.

CARRIED

HCB2206/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Whyte/Mr Wootton)

- a. the agenda for a meeting of the Huntly Community Board held on Tuesday, 21 June 2022 be confirmed and all items therein be considered in open meeting; or
- b. all reports be received;
- c. The Board resolves that the following items be added to the agenda as a matter of urgency as advised by the Chairperson:
 - i. Solid Waste Update (Item 6.3)
 - ii. Local Alcohol Policy Consultation (Item 6.4)

CARRIED

HCB2206/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Cr Lynch/Mr Cork)

THAT the minutes for a meeting of the Huntly Community Board held on Tuesday, 10 May 2022 be confirmed as a true and correct record.

CARRIED

HCB2206/03

PUBLIC FORUM

Agenda Item 5

The following items were discussed at the public forum:

Mr G Mackie – Christmas Parade

Mr Mackie had discussed with Community Led Development (CLD) team regarding the opportunity to hold a Christmas Parade in Huntly. It would be great to hold a parade in Huntly again and involve the community after the COVID disruptions of the past two years. Costs associated with traffic management may be an issue. The other option for the event would be to have a market and concert at the Huntly Domain.

Trinity Church was interested in getting other community groups involved in the event. It was noted that the speed humps down Main Street makes it difficult for floats to travel down the parade. Mr Mackie emphasized the need to showcase Huntly's diverse community within the event.

REPORTS

NZ Police Update

Agenda Item 6.1

The report was received [*HCB2206/02 refers*] and the following discussion was held.

- An abandoned house on Main Street was being lived in and illegal activities were taking place.
- Begging was taking place on Main Street and Police needed to patrol the main street more frequently.

ACTION: The Huntly Community Board to submit a formal request to Huntly Police to increase patrols on Main Street.

Discretionary Fund Report to 7 June 2022

Agenda Item 6.2

The report was received [*HCB2206/02 refers*] and no discussion was held.

Solid Waste Update

Agenda Item 6.3

The report was received [*HCB2206/02 refers*]. In speaking to the report, the Solid Waste Team Leader noted the following points:

- Transfer station – Mcvie Road site was not in the best condition, so plans were included in the Long Term Plan to build a new building and seal the site. After a considerable amount of work, it became aware to staff that the site was no longer suitable. Staff identified the former Solid Energy site on Rotowaro Road as a suitable site and Council had signed a lease to establish a recycling and sorting facility on the site.

The McVie Road site would be cleaned up and the access road would be improved. Council was interested in making the site available for community groups and there had been discussions with the Kimihia Lakes Trust. It was suggested that a charitable trust be created so Council had an entity to work with to develop the site and the CLD team could work with them for additional funding.

The McVie Rd site would still be open for rubbish and recycling drop off as the Rotowaro Rd plant would not be open to the public but there was potential for the entire operation to be moved there. The new site had a weigh-bridge on site and there were no nearby residential properties. All the operation would be enclosed in a building with the sorting lines being reevaluated to remove more plastics.

Animal Control were looking to move the pound to the bottom of McVie Road but there were issues that would need to be resolved.

Local Alcohol Policy Early Engagement

Agenda Item 6.4

The report was received [*HCB2206/02 refers*] and the following discussion was held:

- How many bottle shops should there be in Huntly? About the same as there are now. Currently only three bottle stores were allowed in Huntly, not including the supermarket.

Huntly Works & Issues Report: Status of Items June 2022

Agenda Item 6.5

The report was received [*HCB2206/02 refers*] and discussion was held.

Fitness Trail in Tumaté Mahuta Drive Park

- Were there any staff available to help with the plan? Not as yet.

ACTION: This item to remain on the schedule.

Street Light Service Requests

- Work was expected to start on the north end of Main Street on 4 August.
- The timer flicks the lights off on Main Street at 7am when it was still dark in the morning and it needs to be later. It was noted that WEL networks controls the time.

ACTION: Service Request to WEL regarding the timing for the lights.

ACTION: Another letter to be written to NZTA for lights.

ACTION: This item to remain on the schedule pending discussion with NZTA on street light outages.

Walkway Closure

ACTION: This item to be removed from the schedule.

Inground garden lights, Main Street, Huntly

This item has been parked.

ACTION: This item to remain on the schedule.

Willow Lake – Stormwater Holding Pond

- Chairperson to follow up whether it had been done.

ACTION: This item to be added to the schedule. Following a meeting with Watercare, an update would be provided by the Chairperson.

Huntly West Sports Complex – Graffiti

ACTION: This item to be removed from the schedule.

Lake Hakanoa Tennis Court Renewal

- The tennis court renewal was going ahead.

ACTION: This item to remain on schedule.

Friendship House Huntly West Hub

ACTION: This item to be removed from schedule.

Planned Projects

ACTION: This item to remain on schedule.

CCTV Cameras

- Council was receiving funds from the Government for the Better Off Funding package. The local Police Area Commander approached Council about drug testing the wastewater in Huntly and Ngarauwahia and installing additional CCTV cameras. Huntly East was not well covered by CCTV cameras and the Police had an application submitted for a CCTV rollout in Ngarauwahia and Huntly. It was recommended that the Board submit to the Better Off Funding process to mirror the Police application.

ACTION: This item to remain on schedule.

Signage in Town

ACTION: This item to remain on schedule.

Huntly Resource Centre

ACTION: This item to remain on schedule.

To	Huntly Community Board
Report title	NZ Police Update
Date:	Tuesday, 2 August 2022
Report Author:	Grace Shaw, Democracy Advisor
Authorised by:	Gaylene Kanawa, Democracy Team Leader

1. Purpose of the report

Te Take moo te puurongo

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

2. Staff recommendations

Tuutohu-aa-kaimahi

THAT the verbal report from NZ Police be noted.

3. Attachments

Ngaa taapirihanga

There are no attachments.

To	Huntly Community Board
Report title	Update on Variation 3 to the Proposed Waikato District Plan
Date:	Tuesday, 2 August 2022
Report Author:	Grace Shaw, Democracy Advisor
Authorised by:	Gaylene Kanawa, Democracy Team Leader

1. Purpose of the report

Te Take moo te puurongo

To advise members that Keri David-Miller (Resource Management Policy Team Leader) and Nevada Huaki-Foote (Policy Planner) will be in attendance at the Community Board meeting.

2. Staff recommendations

Tuutohu-aa-kaimahi

THAT the verbal report from the Policy Team be noted.

3. Attachments

Ngaa taapirihanga

There are no attachments.

To	Huntly Community Board
Report title	Discretionary Fund Report to 30 June 2022
Date:	02 August 2022
Report Author:	Jen Schimanski, Support Accountant
Authorised by:	Colin Bailey, Finance Manager

1. Purpose of the report

Te Take moo te puurongo

The purpose of this report is to update the Huntly Community Board on the Discretionary fund spend to date, commitments and balance as at 30 June 2022

2. Staff recommendations

Tuutohu-aa-kaimahi

THAT the Huntly Community Board:

- a. receives the Discretionary Fund Report to 30 June 2022; and**
- b. considers the application from the Huntly Wall Memorial Hall.**

3. Attachments

Ngaa taapirihanga

Attachment 1 – Discretionary Fund report to 30 June 2022

HUNTLY COMMUNITY BOARD DISCRETIONARY FUND REPORT 2021/22 (July 2021 - June 2022)
As at Date: 30-Jun-2022

			GL 1.204.1704
2021/22 Annual Plan			24,026.00
Carry forward from 2020/21			43,919.00
	Total Funding		67,945.00
Income			
Total Income			
-			
Expenditure		Resolution No.	
2/08/2021	Reimbursement to Ms Eden Wawatai for the amount of \$253.80 (excl GST) for the cost of prezy cards for the runners up of the "Welcome to Huntly" sign competition.	HCB2106/04	253.80
30/08/2021	Funds committed to Mr Whyte for the amount of \$180.00 (incl GST) for the purchase of chemicals for cleaning in Main Street, Huntly	HCB2010/10	150.00
18/10/2021	Funds committed to Sign Print Huntly \$2,695.00 (plus GST) for the cost of promotional signage for Huntly.	HCB2111/05	2,695.00
16/11/2021	Payment - to Flagmakers for the cost of purchasing ten (10) Christmas Flags	HCB2111/06	937.00
4/04/2022	Payment to Graeme Dingle Foundation for \$4,000.00 (excl. GST) to provide Kiwi Can programme in Huntly West Primary School	HCB2202/04	4,000.00
2/03/2022	Payment to Huntly RSA ANZAC Day event for the amount of \$1,200.00 (excl GST) towards to cost of catering.	HCB2203/03	1,200.00
4/04/2022	Payment to Mr Whyte for the amount of \$415.00 (incl GST) for the cost of equipment and paint to remove graffiti in Huntly.	HCB2202/05	360.87
Total Expenditure			9,596.67
Net Funding Remaining (Excluding commitments)			58,348.33
Commitments			
21/06/2016	Commitment for placemaking projects (HCB1606/03/1)	HCB1606/03/1	15,000.00
18/02/2020	Funding to Justin Twomie Mahon, for Painting and Decorating, for the amount of \$1,000.00. Murals to address graffiti in the Huntly Main Street and Bridge Street shops.	HCB2002/07	1,000.00
	<i>Less: Other Expenses</i>		<u>(2,874.61)</u>
			13,125.39
21/02/2017	Huntly Christmas related activities - recurring	HCB1702/04	to be confirmed
21/05/2019	Revitalise 2 Huntly entrance sites	HCB1905/06	5,000.00
21/12/2021	<i>less: return of funds to the pool HCB2112/04</i>	HCB2112/04	<u>(2,051.20)</u>
21/12/2021	Commitment from HCB Discretionary Fund for the amount of up to \$20,000.00 (including GST) towards the cost of placing a BBQ at the Tumate Mahuta Drive Park.	HCB2112/05	17,391.30
Total Commitments			33,465.49
Net Funding Remaining (Including commitments)			24,882.84

Note: All amounts reflected are excluding GST

COMMUNITY BOARD/COMMITTEE FUNDING APPLICATION FORM

Important notes for applicant:

- Prior to submitting your application, please contact the Chair/Funding Representative, to discuss your application requirements and confirm that your application meets the eligibility criteria
- Application form must be completed in full and can be emailed to the Chair/Funding Representative
- All parts of the application need to be completed and all supporting information supplied

Huntly	<input checked="" type="checkbox"/>	Meremere	<input type="checkbox"/>	Ngaruawahia	<input type="checkbox"/>
Onewhero-Tuakau	<input type="checkbox"/>	Raglan	<input type="checkbox"/>	Taupiri	<input type="checkbox"/>
Te Kauwhata	<input type="checkbox"/>				

Section 1 – Your Details:

Name of your organisation and contact person

Huntly War Memorial Hall contact name Des Maskell

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

The hall is a meeting place to pay respect to the fallen and embrace the future of the wider community

Phone number/s: 022 065 9234

Email/address: huntlywarmemorialhall@gmail.com

Section 2 – Your event / project

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

Santas Grotto held at Huntly War Memorial Hall on 3rd and 4th December 2022. A Christmas celebration for the community and surrounding areas of Huntly.

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

It is a special magical experience for young children and adults to bring harmony to the Community embracing all denominations and beliefs, all celebrating together.

Are you GST registered? No Yes GST Number

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

- Include copies of written quotes and any other additional information that may assist the board/committee to make an informed decision on your application
- 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
- **IMPORTANT: Please ensure all quotes supplied are clearly itemised and match the "Project Breakdown" (Total B)**

Section 3 – Project/Event Costs & Details

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	\$ 2295.73	\$
Existing funds available for the project. Include any projected income i.e. ticket sales, merchandise etc.	0.00	
Total A	\$	\$

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)
Materials as per quotation	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
Total Funds being sought from WDC	Total B \$ 2295.73	\$ 0.00

Has / will funding been sought from other funders?

Yes

No

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

	\$	\$
	\$	\$
	\$	\$
	\$	\$
Total Funds being sought from other funders	Total C \$ 0.00	\$ 0.00

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

To build a demountable structure for future use and adaption. All labour and ancillary items to decorate will be donated by those involved with the project. The project is just one element of the event. All of the personnel, in principal, donate for their own element of this project. (all we are asking for is literally raw material to enable us to create a re-useable Santas Grotto).

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

Name: Des Maskell

Position in Organisation: Chairperson

Signature: 

Date: 11 7 22



PLACEMAKERS HUNTLY
 498 GREAT SOUTH RD HUNTLY
 PO Box 10338 The Base, Te Rapa
 HUNTLY
 PH: (07) 828-2000
 FX: (07) 828-9829

E S T I M A T E
 E S T I M A T E
 Number: 113607

Cash Retail
 PLEASE RETAIN THIS INVOICE*, *****
 Box 3

JOB ADDRESS :
 Cash Retail
 Box 3

Expiry Date:
 04/08/22

Hamilton Hamilton

ALL PRICES EXCLUDE G.S.T.

Customer Ref	Loc	Source	Date	Time	Salesperson	Account #
des maskell	313	call	05/07/22	10:49	Robin M	CASHR
Product No	Description	Qty UOM	Price \$ UOM	Selling Pr	Ext. Amt	
2420001	NON STRUC PLY RAD POPLR CORE UT 2400X1200X9MM	18 ST	51.21 ST	51.21	921.75	
2332344	FENCE POST RAD H4 2.7M 100 X 100MM RS	4 EA	26.34 EA	26.34	105.35	
2293009	#26 30 X 10MM SQUARE DRESS D4S RAD FT	81 LM	2.43 LM	2.43	196.46	
	5.400 SELECTED LENGTHS					
2330496	FENCE RAIL RAD H3.2CCA RS 6.0M 75 X 50MM	20 EA	24.17 EA	24.17	483.31	
4515425	SCREW SUREFIX SUREQUIK SQ ZC 8G 40MM 200PK	1 PA	22.74 PA	22.74	22.74	
4513494	SCREW SUREFIX SUREQUIK SQ ZC 8G 75MM 100PK	1 PA	25.50 PA	25.50	25.50	
4507927	ENGINEER BOLTFENUT GALV M10 130MM	1 EA	2.28 EA	2.28	2.28	
1010787	100 X 50 (90X45) RAD Sg6 UT PG KD	18 LM	5.99 LM	5.99	107.79	
	3 @ 6.000 Selected length					
3981705	CABOTS WB DECK & EXT STAIN RUSTIC OAK 5L	1 EA	77.38 EA	77.38	77.38	
3971117	PAINTMATES 3 PIECE ROLLER KIT 230MM	2 SET	9.99 SET	9.99	19.98	
3971540	PAINT MASTER 10 PC ALL PURPOSE BRUSH SET 124280	2 SET	16.87 SET	16.87	33.74	

Important Note: Placemakers is experiencing extended lead times and increases in out of stock items plus out of cycle price increases. Please check with your local branch to confirm availability, lead times, delivery date and updated pricing. Placemakers will endeavour to hold the prices for 30days from the date of the estimate.

Terms: Due 20th next month

Taxable Amt: 1,996.26
 Plus GST : 299.45
 Total: 2,295.73

All purchases are subject to Placemakers Terms of Trade - see www.placemakers.co.nz

To	Huntly Community Board
Report title	Works, Actions & Issues Report: Status of Items August 2022
Date:	2 August 2022
Report Author:	Karen Bredesen, PA to the General Manager Service Delivery
Authorised by:	Vanessa Jenkins, People & Capability Manager

1. Purpose of the report

Te Take moo te puurongo

The purpose of this report is to update the Huntly Community Board on actions and issues arising from the previous meeting and works underway in July.

2. Staff recommendations

Tuutohu-aa-kaimahi

THAT the Works, Actions & Issues Report: Status of Items for August 2022 be received.

3. Attachments

Ngaa taapirihanga

Attachment 1 – Huntly Community Board Works, Actions & Issues Register – August 2022

Issue	Area	Action	Comments
	Caleb Ahu	JUNE 2022: To remain on schedule.	<p>MAY 2022: No update, the hui still needs to be organised.</p> <p>JUNE 2022: No update.</p> <p>AUGUST 2022: There has been a change of staff in this area. The new Open Spaces Project Co-ordinator is working to gain an understanding of all projects across the district. Once this induction is completed, staff will be in a position to recommence this work.</p>
Street Lights Service Requests	<p>Roading</p> <p>Community Board</p>	<p>MARCH 2021: Letter tabled from Greg McCutchan – contractor has not responded.</p> <p>MAY 2021: Update please.</p>	<p>MAY 2021: Staff met on site with Greg McCutchan on Friday, 23 April and discussed the street lights issue. A formal letter will be sent to Greg McCutchan re: official LGOIMA request.</p> <p>JUNE 2021: Waikato District Alliance engaged an independent contractor, Joe Coombes Electrical, to investigate the issues with the lights on Main Street Huntly. A contractor supply fault on the north-western side of the Main Street has been detected. Joe is working with WEL Networks, who are going to carry out an investigation by 11 June 2021. Staff have asked Joe to contact Greg McCutchan who has a lot of knowledge and experience in this field. Staff will provide a verbal update at the Community Board 22 June 2021 meeting if further information is received.</p> <p>AUGUST 2021: This item to remain on the schedule pending discussion with NZTA on street light outages.</p> <p>SEPTEMBER 2021: Street lights in the main street and the "Welcome" sign at the south end of Huntly had been repaired and were now functioning. Kiwirail/NZTA lighting still had not been repaired. The chairperson advised that he would contact the Waikato Times on this matter. This item to remain on the schedule pending discussion with Kiwirail/NZTA on street light outages.</p> <p>NOVEMBER 2021: This item to remain on the schedule.</p>

Issue	Area	Action	Comments
	Greg McCutchan/	<p>DECEMBER 2021: To remain on schedule pending discussion with NZTA on street light outages.</p> <p>FEBRUARY 2022: To remain on schedule.</p>	<p>JANUARY 2022: Huntly Community Board to provide a verbal update at the 15 February meeting.</p>
Inground garden lights, Main Street, Huntly	Community Board Chair	<p>DECEMBER 2021: Lights are now working, but item to remain on the schedule.</p> <p>JUNE 2022: To remain on schedule.</p>	<p>JULY 2021: A suitable contract has been organised to work with WEL to quote the work.</p> <p>AUGUST 2021: This item to remain on the schedule.</p> <p>SEPTEMBER 2021: This item has been parked. This item to remain on the schedule.</p> <p>NOVEMBER 2021: This item to remain on the schedule. The Chairperson to follow up on this item.</p> <p>DECEMBER 2021: The repairs have been completed. The contractor was unable to check lights operating at night. Can the Board please advise if any of the lights are still not operational.</p> <p>AUGUST 2022:</p> <p><i>Can this item be removed from this report?</i></p>
Willow Lake – Stormwater Holding Pond	Community Board Chair	<p>AUGUST 2021: This item to be added to the schedule. Following a meeting with Watercare, an update would be provided by the chairperson to the Board meeting scheduled for Tuesday, 21 September 2021.</p> <p>MAY 2022: To remain on schedule.</p>	<p>SEPTEMBER 2021: Following a meeting with Watercare, an update would be provided by the chairperson to the Board meeting scheduled for Tuesday, 2 November 2021.</p> <p>NOVEMBER 2021: Following a meeting with Watercare, an update would be provided by the Chairperson to the Board meeting scheduled for Tuesday, 14 December 2021.</p> <p>MARCH 2022: The Chair to give a verbal update at the HCB 29 March meeting.</p>

Issue	Area	Action	Comments
		<p>June 2022: Following a meeting with Watercare an update would be provided by the Chairperson.</p>	<p>AUGUST 2022: An ecologist has assessed the pond and provided a summary of issues/remediation possibilities.</p> <p>Watercare's stormwater engineer has met with the Community Board Chair on location and discussed the potential options. Their preference aligned with the basic maintenance and planting suggestions by the ecologist. Maintenance aspects has been scheduled with a sub-contractor who we understand are busy and have planned to complete the works in September. Planting aspects will be combined effort with Waters and Parks and is to be organised for the next planting season</p>
Planned Projects	Roading / Projects / Waters Teams	<p>The Board requested they be provided information of planned projects in Huntly and how long upgrades were supposed to last.</p> <p>JUNE 2022: To remain on schedule.</p>	
CCTV Cameras	Lianne Van Den Bemd	<p>Update to be provided to the Board and Police regarding the current status of the Camera Upgrade.</p> <p>JUNE 2022: To remain on schedule.</p>	<p>JUNE 2022: No update.</p> <p>AUGUST 2022: Staff are in negotiation with suppliers for district wide servicing of CCTV cameras including design, installation, monitoring and maintenance.</p>
Huntly West Sports Complex - Graffiti	HCB Chair	<p>An update would be provided by the Chairperson to the next Board meeting.</p>	<p>JUNE 2022: The Chair to provide a verbal update.</p> <p><i>Can this item be removed from this report?</i></p>
Signage in Town	Open Spaces, Stephanie Loughnan	<p>The signage at Lake Hakanoa was incorrect. Signage states that the reserve was called Lake Hakanoa Sports Park,</p>	<p>JUNE 2022: Staff have investigated signage, and correct signage "Huntly Domain" has been ordered from the supplier and will be installed when delivered.</p>

Issue	Area	Action	Comments
		<p>but the correct name was the Huntly Domain.</p> <p>Staff to investigate the incorrect signage at Huntly Domain and replace the signs with the correct name.</p> <p>JUNE 2022: To remain on schedule.</p>	<p>AUGUST 2022: Signage should be installed by the end of July 2022.</p>

Note:

Huntly Resource Centre - Removed from report, Solid Waste Team Leader attended 21 June 2022 meeting.

Lake Hakanoa Domain Tennis Court Renewal – Moved to Community Projects Updates (see below).

Community Projects Updates (As at 18 July 2022)

Boatie Reserve Carpark Renewal

Work is underway. Awaiting a suitable break in the wet weather to dry out the pavement and preparations for chip sealing.



Boatie Reserve Carpark

Hakanoa Campground Entranceway Upgrade

The installation of a security entrance barrier arm, wooden bollards, and CCTV installation is now complete.

System training for the Facilities Team is complete and all operation and maintenance manuals have been received.



New camp entrance barrier arm

Ruawaro Tennis Club Courts

Tennis fencing and new turf installation was to start on 28 April. Due to a delay in delivery of materials, this has now been pushed out until early September.

The team have been working with HEB on pricing for additional/unforeseen foundation works. A solution has now been approved which has been added to the contract. Key stakeholders have been advised of the delays.

Lake Hakanoa Domain Tennis Courts Renewal

HEB Construction have supplied the pricing for review.

GDC Consultants structural engineers undertook a structural inspection of the existing tennis volley wall at the Huntly courts and it does not require strengthening.

Tumate Mahuta Carpark Renewal

This carpark is in the design phase. Construction is scheduled for early 2023.

Raahui Pookeka | Huntly Railway Station - Historic Station Building Relocation

The Delivery Team completed a Building Structure Insitu load test. This was an innovative approach to retain the existing structural materials as much as possible.

This was needed as there are no accepted values for the strength of original railway iron portals supporting the shelters on these old structures. The existing portals were loaded using 1,000 litre containers suspended from the portals and measuring the movement or deflection in the iron. From this the strength of the portals can be calculated.

The Team are happy to report the building achieved a structural rating greater than 67% of National Building Standards (NBS). A great result coming from lateral and innovative thinking from our Structural Engineers to retain the historic railway iron supports, while saving costs and ensuring public safety. The information can now be provided to complete the processing of the building consent.



Load testing the portals. Bracing was in place to ensure safety of engineers under the shelter.

The Tender Evaluation report for Contract C21/064 - Huntly Railway Building Relocation and Public Toilets is underway, and discussions are being held with the preferred tender to realise opportunities in the pricing schedule to reduce cost, either by clarifying assumptions, or introducing alternative materials. Once this is complete the Tender Report can be submitted for approval and the contract awarded.

Planning is underway targeting late September for a ceremony to celebrate the relocation of the historic building back into its original intended use - as the Huntly Railway Station, with Mayor Allan Sanson on hand to mark the milestone. Following that, work will continue through to December to complete the decking, balustrades and ramps enabling the exterior function of the building.

To	Huntly Community Board
Report title	Fourth Quarter Service Request Report to June 30 2022
Date:	2 August 2022
Report Author:	Evonne Miller, PA to General Manager Customer Support
Authorised by:	Sue O’Gorman, General Manager Customer Support

1. Purpose of the report **Te Take moo te puurongo**

The purpose of this report is to update the Huntly Community Board on the Fourth Quarter Service Request reporting for the ward of Huntly.

2. Staff recommendations **Tuutohu-aa-kaimahi**

THAT the Fourth Quarter Service Request Report to June 30 2022 be received.

3. Attachments **Ngaa taapirihanga**

Attachment 1 – Fourth Quarter Service Request Report for Huntly Community Board

Service Request Time Frames By Ward ²⁶

HUNTLY

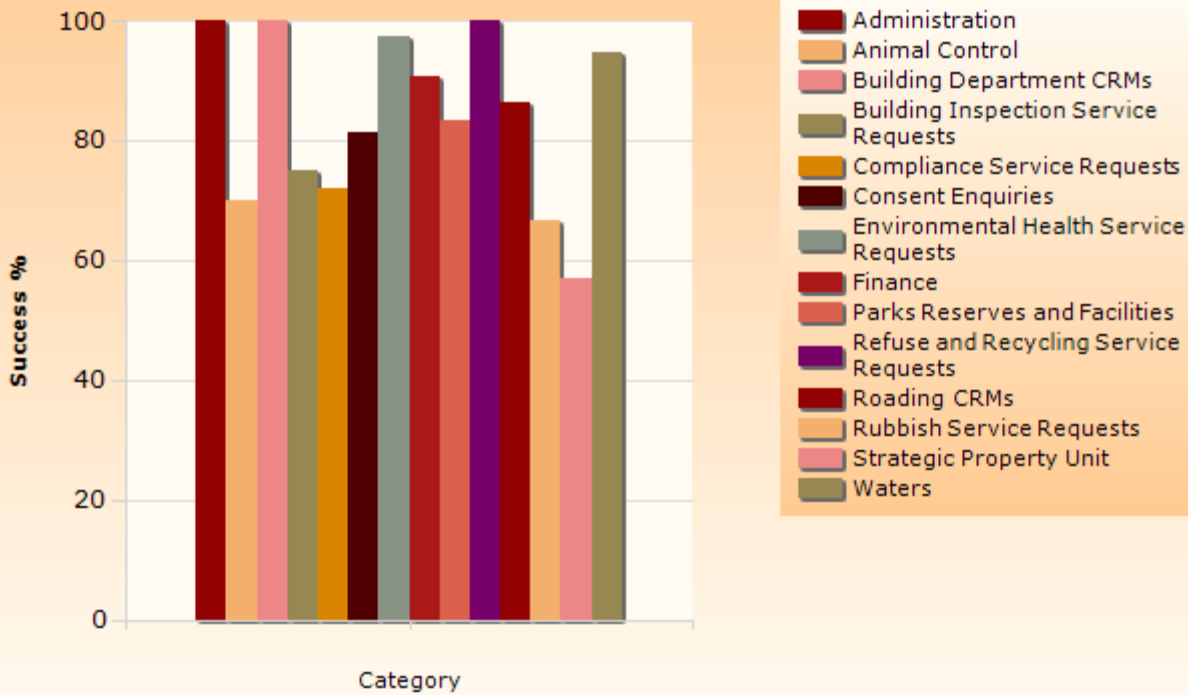


Date Range: 01/04/2022 to 30/06/2022

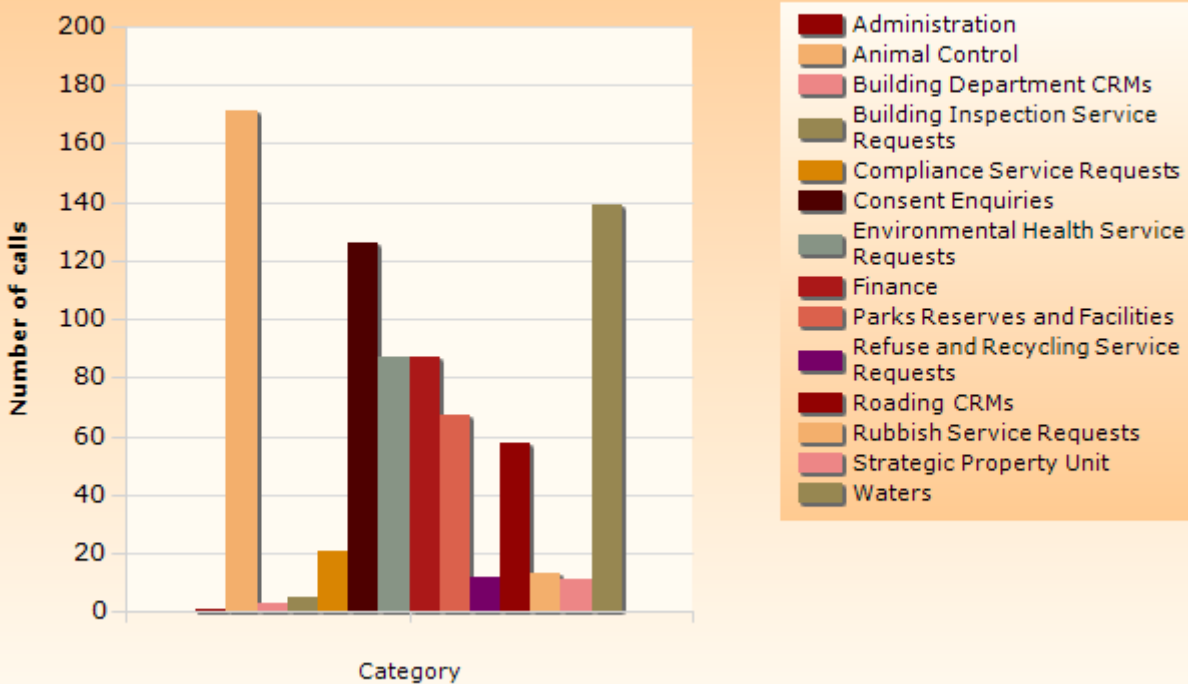
The success rate excludes Open Calls as outcome is not yet known.

7/7/2022 10:37:51 AM

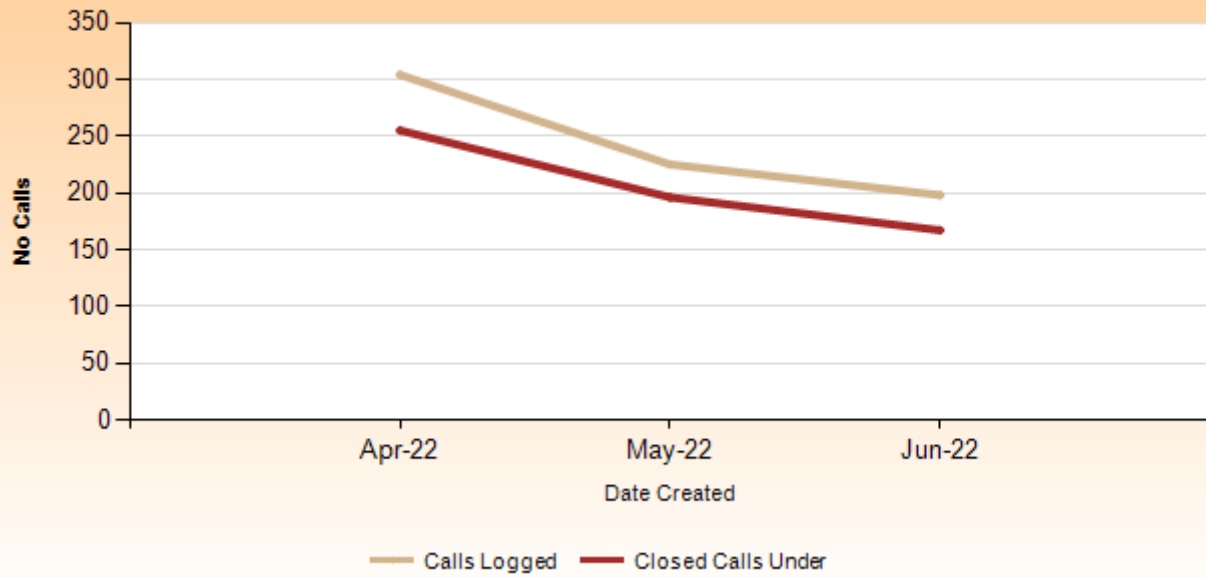
Call Completion % Success by Type



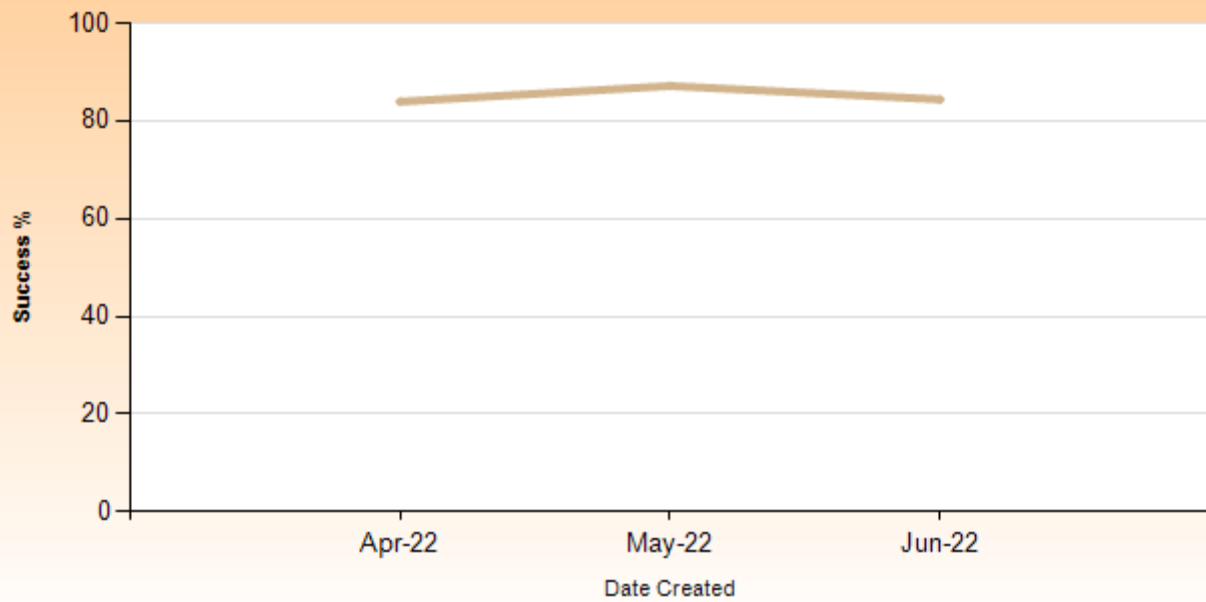
Number of Calls logged by Type



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	100.00%
	Pro rated rates for the period xx to xx	1				1	100.00%
Animal Control							
	Summary	171	15	23	40	93	69.92%
	Animal Charges	27	1			26	100.00%
	Dog Property Visit	17	5		2	10	83.33%
	Dog Straying - Current	38	2		16	20	55.56%
	Dog Straying - Historic	18		1	4	13	76.47%
	Dog Surrender	13	1	1	2	9	81.82%
	Dog Welfare - Not immediate threat to life	5	1		2	2	50.00%
	Dog/Animal Missing	15		15			0.00%
	Dogs Aggression - Current	15	5		7	3	30.00%
	Dogs Aggression - Historic	2			1	1	50.00%
	Dogs Barking Nuisance	12		6		6	100.00%
	Livestock Trespassing - Current	9			6	3	33.33%
Building Department CRMs							
	Summary	3				3	100.00%
	PRO General Enquiry	3				3	100.00%
Building Inspection Service Requests							
	Summary	5		1	1	3	75.00%
	Building Inspection Service Requests	5		1	1	3	75.00%
Compliance Service Requests							
	Summary	21	1	2	5	13	72.22%
	Compliance - Animal Bylaw	8		1	2	5	71.43%
	Compliance - Environmental Spill	1		1			0.00%
	Compliance - Unauthorised Activity	4				4	100.00%
	Freedom Camping incidents/complaints/queries	1	1				0.00%
	Illegal parking	5			2	3	60.00%
	Non-animal bylaws	2			1	1	50.00%
Consent Enquiries							
	Summary	126		7	22	97	81.51%
	Planning Process	4		1		3	100.00%

	Property Information Request	46		3	7	36	83.72%
	Rural Rapid Number assignment & purchase of plates	3			1	2	66.67%
	Zoning and District Plan Enquiries	73		3	14	56	80.00%
Environmental Health Service Requests	Summary	87		4	2	81	97.59%
	Environmental Health Complaint	13		3	1	9	90.00%
	Noise Complaint - Environmental Health	8		1	1	6	85.71%
	Noise complaints straight to contractor	66				66	100.00%
Finance	Summary	87	1		8	78	90.70%
	Credit Control Query	58			6	52	89.66%
	Rates query	29	1		2	26	92.86%
Parks Reserves and Facilities	Summary	67	2	4	10	51	83.61%
	Parks & Reserves - Boat Ramp and Jetty issues	1				1	100.00%
	Parks & Reserves - Buildings	18			2	16	88.89%
	Parks & Reserves - Camp Ground issues	1				1	100.00%
	Parks & Reserves - Cemetery Complaints (not mowing)	1			1		0.00%
	Parks & Reserves - Graffiti	19	2		3	14	82.35%
	Parks & Reserves - Park Furniture	2			2		0.00%
	Parks & Reserves - Reserve Issues	22		4		18	100.00%
	Parks & Reserves - Reserves Event Bookings	1				1	100.00%
	Parks & Reserves - Urgent Public Toilet Issues	2			2		0.00%
	Refuse and Recycling Service Requests	Summary	12				12
Recycling Not Collected		1				1	100.00%
Refuse - Non-Collection		4				4	100.00%
Refuse & Recycling Enquiries		2				2	100.00%
Rubbish bag sticker/tag orders - internal use only		5				5	100.00%
Roading CRMs	Summary	58	1	5	7	45	86.54%
	Boundary fences on roads - permanent & temporary	1				1	100.00%
	Emergency Events - 1 Hr Response	1				1	100.00%

	Footpath Maintenance - Non_Urgent	5			2	3	60.00%
	New Vehicle Entrance Request	2				2	100.00%
	Passenger Transport (incl Bus Shelters)	2		2			0.00%
	Request 4 new street light path sign etc	1				1	100.00%
	Road Culvert Maintenance	10	1		1	8	88.89%
	Road Marking Sign & Barrier Maint Marker Posts	1				1	100.00%
	Road Safety Issue Enquiries	3			1	2	66.67%
	Roading Work Assessment Required - OnSite 5WD	11		3	2	6	75.00%
	Routine Roading Work Direct to Contractor 5WD Comp	9				9	100.00%
	Street Light Maintenance	6				6	100.00%
	Urgent Roading Work 4Hr Response	4				4	100.00%
	Vegetation Maintenance	2			1	1	50.00%
Rubbish Service Requests							
	Summary	13		1	4	8	66.67%
	Abandoned Vehicle	2		1	1		0.00%
	Illegal Rubbish Dumping	11			3	8	72.73%
Strategic Property Unit							
	Summary	11	4		3	4	57.14%
	Council owned land CRMs	6	1		2	3	60.00%
	Paper Roads Enquiries CRM	1			1		0.00%
	Pensioner Housing Issue Request	4	3			1	100.00%
Waters							
	Summary	139		3	7	129	94.85%
	3 Waters Enquiry	11			2	9	81.82%
	3 Waters Safety Complaint - Non Urgent	2			1	1	50.00%
	Drinking water billing	13		1		12	100.00%
	Drinking Water Final Meter Read	25		1		24	100.00%
	Drinking Water Major Leak	6			2	4	66.67%
	Drinking Water minor leak	35				35	100.00%
	Drinking Water quality	3				3	100.00%
	Fix Water Toby	11				11	100.00%
	No Drinking Water	5				5	100.00%
	Stormwater Blocked pipe	1				1	100.00%
	Stormwater Open Drains	4				4	100.00%
	Stormwater Property Flooding	2				2	100.00%
	Wastewater Odour	1				1	100.00%

31

	Wastewater Overflow or Blocked Pipe	13			1	12	92.31%
	Wastewater Pump Alarm	5			1	4	80.00%
	Waters - Drinking water new connection request	1				1	100.00%
	Waters - Waste water new connection request	1		1			0.00%
Total		801	24	50	109	618	85.01%

To	All Community Boards
Report title	Review of Elected Member Policies
Date:	18 July 2022
Report Author:	Gaylene Kanawa, Democracy Team Leader
Authorised by:	Tony Whittaker, Chief Operating Officer

1. Purpose of the report

Te Take moo te puurongo

To seek feedback from Community Boards on the Elected Member Policies that will be reviewed by the Policy & Regulatory Committee in September 2022.

2. Executive summary

Whakaraapopotanga matua

The following policies are due for review and will be forwarded to the Policy & Regulatory Committee for consideration on 1 August 2022. Council held a workshop on 18 July to provide feedback/direction on changes to the following policies:

1. Elected Members Reimbursement Policy (Attachment 1); and
2. Conference & Seminars Policy (Attachment 2).

The Elected Members Reimbursement Policy covers travel and reimbursement of costs in line with the Remuneration Authority Determinations. It is noted that Council may provide IT and Communication allowances for community board members but to date they have not done so. The increase in zoom meetings over COVID-19 lockdowns and traffic light systems has reduced again and will cease if the Epidemic Preparedness Notice expires in September as indicated by the Government.

Earlier this year Councillors considered the attendance to the LGNZ conference and a request from two community board members to also attend, the Conference & Seminars Policy is clear that the Mayor and Deputy Mayor would usually attend the conference and be delegates for the AGM. In addition to this the Mayor appoints two other Councillors to attend the conference as a training and networking opportunity.

Community board members can apply to attend the community board conference, for which the programme is more geared towards community boards. However, this has not been written into the policy previously and there should be more clarity for community board members on how the apply to attend these conferences and where the costs would come from.

3. Staff recommendations **Tuutohu-aa-kaimahi**

THAT the Community Board provides feedback on the proposed policies for consideration by the Policy & Regulatory Committee in September 2022.

4. Next steps **Ahu whakamua**

The Policy & Regulatory will consider the feedback from Community Boards at its September 2022 meeting and determine whether any further changes based on that feedback will be made to the two policies.

5. Attachments **Ngaa taapirihanga**

Attachment 1 – Elected Members Reimbursement Policy
Attachment 2 –Conference & Seminars Policy

Reimbursements for Elected Members Policy

Policy Owner:	Team Leader - Democracy
Date approved:	XX
Next review date:	XX
Document number:	XX
Engagement required:	XX

1 Purpose

- 1.1 The purpose of this policy is to ensure reimbursements to elected members occurs in a fair and accountable manner.

2 Application

- 2.1 This policy applies to:
- all elected members of the Waikato District Council (Council); and
 - where specified in the Policy, members of the Community Boards.

3 Significance

- 3.1 This Policy is not considered significant in terms of the Significance and Engagement Policy.

4 Policy statements

Salaries

- 4.1 Salaries will be paid to elected members of Council in accordance with the remuneration pool and rules determined by the Remuneration Authority.
- 4.2 The remuneration pool determined by the Remuneration Authority will be split in accordance with a Council resolution.
- 4.3 Those Councillors sitting on statutory hearings (as defined by the Remuneration Authority) are to be paid the maximum allowable hourly rate but no additional rate is payable to the Chairperson.
- 4.4 The Council will not pay separate meeting allowances to elected members.

Vehicle Mileage Allowance

- 4.5 A vehicle mileage allowance for travel can be claimed by Councillors and Community Board members where:
- The Councillor or Community Board member is not otherwise provided with the use of a vehicle by Council.

- b. The travel is in a private vehicle on Council business and by the most direct route that is reasonable in the circumstances.
 - c. In the case of Community Boards, the mileage is only for Community Board meetings or where members have been invited to attend a Council meeting or workshop up to an annual limit of 3000km.
- 4.6 The payment will be at the rate prescribed by the Remuneration Authority or the Inland Revenue Department, whichever is lower.
- 4.7 The payment would only be made to Councillors in line with meetings as outlined below:
- a. Council meetings.
 - b. Council workshops.
 - c. Council committee meetings to which they have been appointed by resolution of Council.
 - d. Any committee meeting where that Committee resolved to give the elected member(s) voting and speaking rights.
 - e. Any committee that an elected member who is not an appointed member of that committee but needs to attend because of an issue that is specific to that elected member's ward is being discussed and where in the opinion of the Chair of the committee, the Councillor's attendance would add value to the item being discussed.
 - f. Outside committees or organisations that the elected member has been appointed to by resolution of Council.
 - g. Attendance at a conference or seminar or on Council business where the elected member(s) has been authorised to attend by resolution of Council.
 - h. Any meeting that an elected member is requested to attend by the Mayor or the Chief Executive such as roadside meetings or meetings with individual ratepayers.
 - i. Any inspection or visit that an elected member is required to undertake at the request of the Mayor or by resolution of committee. This clause is intended to cover inspections arising from emergency work or planned familiarisation trips in conjunction with Council projects.
- 4.8 Councillors or Community Board members must be in attendance at meetings for at least 60% of the time taken to conduct the business of the meeting to be eligible for the payment of vehicle mileage unless determined otherwise by the Mayor.
- 4.9 All claims for vehicle mileage on Council business be submitted in writing and signed by the claimant.
- 4.10 Any disputed claims for vehicle mileage shall be referred to the Mayor whose decision shall be final.

Communication Allowance

- 4.11 Council authorises the payment of a communication allowance where the equipment of service is privately owned or funded by Councillors to cover the cost of one or more of the following:

- a) Mobile telephone
 - b) Computer, tablet or ancillary equipment
 - c) Internet connection
- 4.12 The payment will be at the maximum level prescribed by the Remuneration Authority for that year with payment to be made on an instalment basis through each scheduled pay run. The sum of the instalments is not to exceed the maximum prescribed.
- 4.13 An allowance will not be paid where Council provides the equipment or service including but not limited to:
- a) A mobile telephone
 - b) A computer, tablet and ancillary equipment, or
 - c) An internet connection

Miscellaneous

- 4.14 The Mayor and Councillors may incur some incidental meal costs. These expenses are to be in line with expenditure limits specified in Council's policy on Conferences and Seminars – Attendance and Payment of Expenses (including Local Government New Zealand Conferences).
- 4.15 Any expenses other than travelling expenses will be approved by the Chief Executive with a copy of the receipt and evidence that it is a genuine out-of-pocket expense for the conducting of Council business.

Applications for reimbursement

- 4.16 All applications for reimbursements in line with this Policy will be signed off by the Council Support Team. Any exceptions to this policy will be referred to the Chief Executive for approval in consultation with the Mayor. Expense claims for the Mayor are to be signed off by the Chief Executive and Deputy Mayor.
- 4.17 The reimbursement of miscellaneous expenses must be approved by the Chief Executive.

5 Policy review

- 5.1 This policy shall be reviewed at three yearly intervals following local government elections or as otherwise required by the Chief Executive.



Conferences and Seminars Policy – Attendance and Payment of Expenses (including Local Government NZ Conferences)

Policy Owner:	Democracy Team Leader
Date approved:	XX
Next review date:	XX
Document number:	XX
Engagement required:	XX

Policy statements

In respect of the Annual Conference of Local Government New Zealand:

- i) Council be represented by His Worship the Mayor and other Councillors as appointed by Council;
- ii) the Chief Executive attends in support of the Council delegates;
- iii) the Council meets the cost of partners' attendance.

In respect of applications to attend conferences and seminars, other than the Annual Conference of Local Government New Zealand, each application be considered taking into account the following issues:

- i) the relevance of the content of the conference/seminar to the current issues before Council or the business of Council;
- ii) the cost of the conference/seminar and the value to the organisation
(Council confirmed its policy on attendance at seminars by resolution WDC99/62/1/4.)

Councillors attending conferences/seminars provide a written presentation to the appropriate Committee or to Council and that all conference/seminar material be made available in the Tom Parsonage Room for the information of other members.

The cost of Councillors attending conferences/seminars pursuant to a resolution of Council be met by the Council.

Partners attending conferences/seminars other than the Annual Conference of Local Government New Zealand attend such conferences/seminars at their own cost, apart from where there is a partners' programme provided, when the matter of meeting the cost of partners' attendance would be given consideration by Council.

Council will meet the cost of meals and drinks whilst on Council business up to a cost of \$65 per head, per meal. [Refer WDC1105/05/115, WDC1012/05/116]

This expenditure limit will be reviewed and updated on an annual basis. [Refer WDC0903/08/1111]
Accommodation will be arranged taking into consideration proximity to the venue, cost, health, security and safety issues.

Council will not reimburse expenditure from mini-bars.



In respect of Community Board training and networking opportunities the Council will support attendance at the annual Community Board Conference or Young Elected Members Hui on the following basis:

- i) the relevance of the content of the conference/seminar to the current issues before Community Boards or the business of Council;
- ii) the cost of the conference/seminar and the value to the organisation; and
- iii) the Community Board Member must provide a written report/presentation back to the Community Board, along with the conference materials.

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Note: See also Reimbursement of Mileage and Expenses – Elected Members. [Note: WDC0708/05/1/4 refers]

Policy review

This policy shall be reviewed at three yearly intervals or as otherwise required by the Chief Executive.

To	Huntly Community Board
Report title	Cemeteries Bylaw Early Engagement
Date:	Tuesday, 2 August 2022
Report Author:	Grace Shaw, Democracy Advisor
Authorised by:	Gaylene Kanawa, Democracy Team Leader

1. Purpose of the report

Te Take moo te puurongo

To advise members that the Chair will hold a discussion regarding early engagement around the Cemeteries Bylaw.

Further information about the Cemeteries Bylaw can be found here:
<https://shape.waikatodistrict.govt.nz/cemeteries-bylaw-early-engagement>

2. Staff recommendations

Tuutohu-aa-kaimahi

THAT the verbal report from the Chair be noted.

3. Attachments

Ngaa taapirihanga

Attachment 1 – Copy of the Cemeteries Bylaw 2016

Cemeteries Bylaw 2016

This Bylaw of the Waikato District Council is made pursuant to the Local Government Act 2002 and the Burial and Cremation Act 1964 and their respective amendments and all other relevant powers, hereby makes the following bylaw.

Introduction

1.0 Short title, commencement and application

- 1.1 The bylaw shall be known as the 'Waikato District Council Cemeteries Bylaw 2016'.
- 1.2 The bylaw shall apply to the Waikato District.
- 1.3 The Bylaw shall come into force on the date of adoption.

2.0 Revocation

The following bylaws are hereby revoked from the day this new bylaw comes into force: 'Waikato District Council Cemeteries and Crematoria Bylaw 2008' and 'Franklin District Council Cemeteries Bylaw 2008'.

3.0 Purpose

To enable the Council to regulate activities and set standards for the operation of cemeteries under the control of the Council.

4.0 Definitions

For the purposes of this Bylaw, the following definitions shall apply, unless inconsistent with the context:

Authorised Officer	means any person appointed by the Council to act on its behalf and with its authority
Beam	means a concrete strip that marks plot row and number and in which a headstone or plaque is placed.
Burial	means interment of a body, remains or ashes
Cemetery	means any cemetery vested in or under the control of Council and dedicated as a cemetery.
Council	means the governing body of the Waikato District Council or any person delegated to act on its behalf.
Disinterment	means the removal of a body (or remains of a body) buried in any cemetery.
Exclusive right of burial	means a right that may be purchased from the Council which grants the purchaser and his or her successor, the exclusive right of burial in a designated burial plot for a specified number of years; and <ul style="list-style-type: none"> 1. does not create an ownership interest in the designated plot; and

2. lapses in accordance with section 10 of the Burial and Cremation Act 1964.

Grave	means the area where the body of a deceased person is, or their ashes, are buried.
Headstone	means a memorial that projects above the ground.
Interment	means the burial of a body or ashes in a plot.
Lawn cemetery	means a grass lawn cemetery where no headstones project above the ground.
Non-operational cemetery	means a cemetery that has been closed by a closing order, but may accept future ash interments.
NZS 4242: 1995	means the New Zealand Standard for Headstones and Cemetery Monuments.
Operational cemetery	means a cemetery that is accepting of new interments.
Plot	means a specified area set aside for the burial of a casket or ashes.
Sexton	means any person appointed by the Council to manage the day to day activities of any cemetery under its jurisdiction.

5.0 Burials

5.1 Before a burial may take place, an application for interment must be lodged with the Council.

5.2 The application must be accompanied by:

- a) a medical certificate or coroner's authorisation, as applicable;
- b) written permission from the owner of the exclusive right of burial in respect of a plot, where applicable;
- c) payment of the burial fees set by the Council.

5.3 Burials must take place:

- a) in a specific plot in respect of which an exclusive right of burial has been purchased; or
- b) in a plot chosen by the Council if no exclusive right of burial has been purchased.

6.0 Exclusive right of burial

6.1 An exclusive right of burial may be sold by the Council and may be held for sixty years. The Council will not re-purchase any presold plots.

6.2 Any person is entitled to purchase an exclusive right of burial for no more than two plots.

6.3 Where doubt of ownership of an exclusive right of burial exists, the Council may satisfy itself, that the use of the respective plot is authorised.

6.4 The Council will not sell the exclusive right of burial in respect of any plots located in cemetery areas reserved exclusively for the burial of deceased persons who have served in Her Majesty's Forces.

7.0 Notification of burial

- 7.1 Interments may take place between the hours of 10.00am and 3.30pm on Mondays to Fridays inclusive, and between 10.30am and 2.30pm on Saturdays. On Sundays and public holidays, cemeteries are closed for all interments.
- 7.2 Burials may take place outside these times by prior arrangement with Council.
- 7.3 Notification of an intended burial must be given to the Council not less than eight working hours prior to the time of burial. If less notice is given, an extra charge may be imposed by the Council.

8.0 Plots and graves

- 8.1 Only the Sexton is authorised to dig a grave.
- 8.2 The Council requires prior notification if a person, or persons, wish to fill any grave.
- 8.3 The minimum depth of cover for any casket must be not less than 800mm.
- 8.4 A maximum of two deceased persons may be buried in any one plot.
- 8.5 A grave may be reopened for subsequent burial(s) where consent is given by the Council and:
- a) by the owner of the exclusive right of burial, or their representative; and
 - b) the relevant prescribed form is provided to the Council.

9.0 Ashes

- 9.1 A maximum of eight urns containing ashes that may be buried in any burial plot, or a maximum of two urns may be buried in an ashes plot.
- 9.2 Ashes may not be scattered in any cemetery.

10.0 Disinterments

- 10.1 The disinterment of a body, or remains of a body, must be conducted in accordance with sections 51 and 55 of the Burial and Cremation Act 1964.
- 10.2 If a grave has become empty due to disinterment, and there is no exclusive right of burial, that plot will revert back to the Council and the Council will not make any refund of the cost of that burial plot.

11.0 Memorials and adornments

- 11.1 Prior to the installation of any memorial, an application for a memorial must be submitted to the Council, together with:
- a) proof of an exclusive right of burial for the respective plot; and
 - b) payment of the relevant fee set by the Council.
- 11.2 Memorials must:
- a) cover no more than two plots, provided the respective exclusive burial rights are owned by the same owner;

- b) limit inscriptions to the front of the memorials for double beam areas;
 - c) be set in a way approved by Council.
- 11.3 Memorials and the associated plots must be kept in good order and repair by the holder of the exclusive right of burial, or their successor.
- 11.4 Only a Monumental Mason who complies with the Council's Health and Safety requirements, and preferably a member of the New Zealand Master Monumental Masons Association may undertake work associated with any monument.
- 11.5 Subject to the provisions of the Burial and Cremation (Removal of Monuments and Tablets) Regulations 1967, the Council may remove any installation of any kind that falls into a state of decay or disrepair.
- 11.6 No above-ground memorials, including railing or fencing, must be placed in grounds designated as lawn cemeteries.
- 11.7 Removal of any memorial must be approved by the Council using the relevant prescribed forms and accompanied by proof of exclusive right of burial for that plot.
- 11.8 The Council may remove any unauthorised memorials from the Cemetery.
- 11.9 Adornments, including wreaths and floral tributes, may be placed on a plot for up to twenty-eight days following an interment. After this time, all adornments will be relocated to the concrete beam. Any adornments added after this time must be duly placed in approved receptacles, or on the concrete beam.
- 11.10 Adornments must not inhibit the proper maintenance of the Cemetery or other graves.
- 11.11 Breakable jars, vases or receptacles must not be used as flower containers.
- 11.12 The Council may remove unapproved receptacles, ornaments or memorabilia from graves at any time to facilitate the maintenance of those graves.
- 11.13 In areas set aside as a lawn cemetery, a plaque must be placed centrally on the beam opposite the associated plot.
- 11.14 All foundations for kerbs, tombstones, headstones, monuments, vaults and any other above-ground structure, must be constructed to the satisfaction of the Council and in compliance with the New Zealand Headstones and Cemetery Monuments NZS 4242:1995 or its subsequent amendments or replacement, subject to the following restrictions:
- a) No memorial stone, fence or enclosure must exceed 1200mm in height.
 - b) In any areas that are designated as Services Cemeteries – all monuments and headstones must be constructed in accordance with the requirements of Veterans' Affairs New Zealand.
- 11.15 Any headstone or other monument, which in the opinion of the Council is offensive, may be removed at the direction of the Council.
- 11.16 No Monumental Mason or other person must remove any kerb, headstone, monument or tablet from any Cemetery without permission from the Council.
- 11.17 Any authorised person erecting or repairing any headstone or monument must remove all excess materials, tools and equipment from the cemetery on completion of the works and leave the site in a tidy state.

12.0 Ground maintenance

- 12.1 The holder of an exclusive right of burial or must ensure that:
- a) memorial placed on the respective are maintained and secure;
 - b) memorials do not inhibit regular maintenance of the Cemetery.
 - c) kerbs and enclosures are kept in good order.
- 12.2 No person must plant any tree, shrub, plant or other vegetation in the Cemetery.
- 12.3 The Council may cut or remove any vegetation planted in the Cemetery at its discretion.
- 12.4 Any person installing or attending any work in a cemetery must withdraw for the duration of a nearby funeral service, or at the direction of the Council.
- 12.5 Any person using a footpath or roadway in the Cemetery for the purpose of mixing cement or mortar must do so on a proper mixing board or in a manner approved by the Council.

13.0 Records

- 13.1 The Council will keep plans showing areas available for burial and burial plots available for purchase. These plans may be inspected at the Council's offices during office hours or on the Council's website.

14.0 Poor persons

- 14.1 Where application is made to the Council for the interment or of any deceased poor person, the applicant shall, on making such application, provide to the Council a duly signed certificate certifying that such deceased person has not left sufficient means to pay the ordinary charge of interment or cremation fixed by this part of the bylaw, that the cost of burial is not covered by any Accident Compensation entitlement and that his/her relatives and friends are unable to pay the same.

15.0 Vehicles in Cemeteries

- 15.1 Vehicles must use designated roadways and car parks within a Cemetery.
- 15.2 Vehicles may only access cemeteries from:
- a) 7.00 am to 8.30pm during the months of October to the end of March;
 - b) 8.00am to 5.00pm during the months of April to the end of September;
- 15.3 The speed limit in all cemeteries is 20km/hr unless notified otherwise.

16.0 Dogs and Horses

- 16.1 No person must take horses or dogs into a Cemetery.

17.0 Nuisance

- 17.1 No person shall, in or near any part of a Cemetery, prevent, interrupt or delay a burial.
- 17.2 No person shall, in or near any part of a Cemetery, cause a nuisance or annoyance to persons

who are lawfully in Cemetery, or who are approaching a Cemetery for a lawful purpose.

18.0 Advertising

- 18.1 No person shall within any Cemetery advertise or solicit any order or custom from any person for any work in connection with a Cemetery or for the sale preparation, or supply of any article, material, or thing to be set up, affixed, placed or used in a Cemetery.
- 18.2 No person shall without the consent of a funeral director, or a special permit in writing for the occasion from the Council, take any photographs or moving images at a funeral.

19.0 Safety

- 19.1 All persons, whether Council employees or staff of funeral directors, shall take all necessary steps to ensure that any Cemetery is a safe site at all times, and particularly during any funeral or burial.
- 19.2 All necessary warning signs, protective barriers and other protective means shall be put in place prior to the commencement of any funeral or burial.
- 19.3 No person, other than the Council or Sexton, or their duly authorised representatives, shall fill in any grave.

20.0 Fees and Charges

- 20.1 The Council may prescribe fees and charges for burials and disinterments, the purchase of exclusive rights of burial, headstone erections and other services. These fees will be included in the Council's Fees and Charges Schedule. A copy of fees and charges will be available from the Council's website, office or any customer service centre.
- 20.2 No burial warrant will be issued until all fees have been paid or satisfactory arrangements have been made for the payment of fees.

21.0 Offences

- 21.1 Any person commits an offence against this bylaw who does or omits or causes to be done or omitted any act contrary to the provisions of this bylaw

22.0 Penalties


- 22.1 Any person who commits an offence against this bylaw is liable to a fine not exceeding \$20,000.00

23.0 General

- 23.1 Any resolution of the Council may be amended, rescinded or reinstated by a further resolution of the Council.

This bylaw was made pursuant to a resolution passed by the Waikato District Council on 7 October 2019.

THE COMMON SEAL of WAIKATO DISTRICT COUNCIL was hereto affixed in the presence of:



Mayor



Chief Executive



To	Huntly Community Board
Report title	Waikato Regional Council Public Transport Plan Submission
Date:	Tuesday, 2 August 2022
Report Author:	Grace Shaw, Democracy Advisor
Authorised by:	Gaylene Kanawa, Democracy Team Leader

1. Purpose of the report **Te Take moo te puurongo**

To advise members that the Chair will hold a discussion regarding the Waikato Regional Council Public Transport plan submission.

2. Staff recommendations **Tuutohu-aa-kaimahi**

THAT the verbal report from the Chair be noted.

3. Attachments **Ngaa taapirihanga**

Attachment 1- Copy of the Chair's Waikato Regional Council Public Transport Plan Submission

Waikato Regional Council Public Transport Submission:

a) Agree with

Establish frequent public transport links between Hamilton and the larger metro towns of Huntly, Ngāruawāhia, Cambridge, Te Awamutu and Morrinsville.

b) Pleased to see that Huntly is Included within the Waikato Metro Area. i.e., seen as being part of Hamilton when it comes to bus serves

c) We are told that the Northern Connector has one of the highest patronage rates of all bus lines. We believe that this is driven by three major drivers. In no particular order, lower socioeconomics. Public transport is less expensive than car ownership and car commuting. Thus, many from our town use it for work, for shopping, for visiting whanau. Secondly education, parents want their children to have a better life, and good education is part of this. Hence why more students travel out of Huntly than stay locally for secondary school education (and highly likely significant numbers also leave for primary). So, during school times, the relevant buses act as school lines and are often very full of students and thirdly that Hamilton, especially The base and other northern areas have become Huntly's shopping precinct. In the last decade our main street has lost a shoe shop, a hardware store, a jeweller, all three banks, a butcher, as shop owners have retired and/or closed shop. This is because folks are close enough to the base that they use these shops for their expenditure.

Therefore, these variables need to be kept in mind when it comes to the details of planning for Huntly.

d) Express service. We are concerned that there is no mention of express service going to the Northern townships. We have had feedback from folks who wanted to use the bus for commuting to work in the Northern suburbs. However due to the lack of express buses, the length of time on a bus at peak bus usage was at least double what they could travel by car. Hence, they stopped using the bus. The main problem was the large number of stops along the way. The fact that the only double decker bus in operation runs on the Northern Connector route is indicative about how much this northern line is used, and the volume of folks who wish to use it.

Therefore, we would request that an express service to the Northern townships, with one stop in Huntly, one in Ngāruawāhia onto The Base be included in the plan.

To	Huntly Community Board
Report title	Gleeson and Cox Consent Application with WRC and WDC
Date:	Tuesday, 2 August 2022
Report Author:	Grace Shaw, Democracy Advisor
Authorised by:	Gaylene Kanawa, Democracy Team Leader

1. Purpose of the report **Te Take moo te puurongo**

To advise members that the Chair will hold a discussion regarding the Gleeson and Cox Consent Application with WRC and WDC.

2. Staff recommendations **Tuutohu-aa-kaimahi**

THAT the verbal report from the Chair be noted.

3. Attachments **Ngaa taapirihanga**

There are no attachments.

To	Huntly Community Board
Report title	Chairperson’s Report
Date:	Tuesday, 1 August 2022
Report Author:	David Whyte, Huntly Community Board

1. Purpose of the report **Te Take moo te puurongo**

The Chairperson’s report is attached for the Board’s information.

2. Staff recommendations **Tuutohu-aa-kaimahi**

THAT the Chairperson’s report be received.

3. Attachments **Ngaa taapirihanga**

Attachment 1 – Chairperson’s Report

Chair report June-July 2022
David Whyte

Firstly thank you all for being on the HCB for the last 3 years. Yes progress has been slower than we would have liked, but progress has been made. And we all know a heck of a lot more about how the council works (or doesn't) and the town is better off because you care and work to make this wonderful place a more blessed place. Wish you all the best for your campaign and re-election if this is what you are going to do.

Last few months – tagging removal as per normal. Still logging the jobs through 105 and attempting to photograph each tag before removal.

Pleased that Trip / Alex Webb was visited by the community policing team. His output of tags stop for a few weeks, and although has returned it is a lot less voluminous than before.

Very pleased that Rod Staines has eliminated tagging from the mainstreet and Vienna Fry lane. This has been really helpful as with the rain I haven't been able to get out as much as I would have liked.

Working to get places that the graffiti art (as opposed to tagging) can be done. So that these areas stay tag free. So WEL, Spark, Watercare have been very responsive to this. Working through who to have art up these locations as I want to make sure any artist is not also going to tag the town. Met up with a tagger who have been caught by the police and WDC parks and arranged a 22 fence on West side (owner had requested graffiti art on it). Meeting with police and tagger to discuss the lack of reduction of tags around town.

Noticed that when the car wash place got tagged and complained on facebook that he would paint out the graffiti art that the tagging stopped. So the tagging community clearly knows who is doing what.

Posted to facebook about water quality issues again. Seemed to be an increase in water complains in the facebook groups. So figured folks need to know why there are issues, and that they need to raise jobs otherwise it will not change.

Continued to have service requests ignored by WDC. This seems across the board, and highly discouraging.

A win for the Carpark South end of Town next to railway and 'new' laundromat. This carpark is constantly looking gross with litter and detritus everywhere. A rubbish bin is going to be put here, so hopefully this will reduce the litter problem.

Pleased that a days work was done on the in ground lights, which required traffic control. But hardly any lights were fixed, and not been able to find out when the rest will be fixed.

Sweeping of gutters throughout the township is now complete. So areas that are dirty / missed please report back to me so I can forward on to the contractor. It is made more complex by the volume of rain moving everything about.

Had conversation with council about geese control. Someone on facebook suggested oiling the eggs, which is called addling, which is a humane way to control populations. Hopefully this will be undertaken spring so that population is controlled and folks don't get irate about culling adults.

To: Waikato West Area Commander Inspector William Loughrin
From: David Whyte Chair Huntly Community Board
Re: Police walking beat in CBD

It became apparent at the last Huntly Community Board meeting that multiple different shop owners and public have reached out to multiple different community board members about the mainstreet. The central theme is the shop owners and employees are concerned about the lack of police presence in the mainstreet. They all independently requested that the Police walk the mainstreet on a semi-regular basis. The Huntly Community Board would like to formally raise this with you and request that the community policing team make this a priority.

One shop owner did mention that before Covid that the Police presence was appropriate and they were pleased that the Police had started to walk through and show a strong presence. This made the shop owners feel safer and more valued.

Another shop owner mentioned that when they worked in Ngaruawahia they regularly saw the police out walking in the towns CBD. Obviously the Huntly teams are working very hard at their job. So if this is a resource issue for the Huntly township, as Chair I am happy to 'go up the food-chain' so to speak to raise this with more senior staff or at central government level if you think this is appropriate.

Looking forward to improvements to our CBD and trust that staff are looking after their souls in this difficult time where crime appears to be rising.

Sincerely

David Whyte
027 5558 4448
davidwhyte.5th@gmail.com