

Agenda for a meeting of the Te Kauwhata Community Committee to be held in the St John Hall, 4 Baird Avenue, Te Kauwhata on **WEDNESDAY 4 MAY 2016** commencing at **7.00pm**.

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

**1. APOLOGIES AND LEAVE OF ABSENCE**

**2. CONFIRMATION OF STATUS OF AGENDA ITEMS**

*Representatives from NZTA and FCC will be in attendance from 7.00pm to discuss item 6.1.*

**3. DISCLOSURES OF INTEREST**

**4. CONFIRMATION OF MINUTES 3**

Meeting held on Wednesday 6 April 2016.

**5. MATTERS ARISING FROM THE MINUTES**

**6. REPORTS**

6.1	Update on Waikato Expressway	9
6.2	Refuse and Recycling Changes	10
6.3	Draft Plaques, Memorials and Monuments Policy	11
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6.5	Councillor's Report	Verbal
6.6	Discretionary Fund Report to 18 April 2016	24
6.7	Annual Plan 2016/17	26
6.8	Chairperson's Report	Verbal

**7.        PROJECTS UPDATE**

- |     |                           |               |
|-----|---------------------------|---------------|
| 7.1 | Wetlands Walkway          | <i>Verbal</i> |
| 7.2 | Ken Nobbs Memorial Garden | <i>Verbal</i> |
| 7.3 | Jamieson Memorial Seat    | <i>Verbal</i> |
| 7.4 | Security Cameras          | <i>Verbal</i> |

G J Ion

**CHIEF EXECUTIVE**

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**Open Meeting**

<b>To</b>	Te Kauwhata Community Committee
<b>From</b>	GJ Ion Chief Executive
<b>Date</b>	15 April 2016
<b>Prepared by</b>	LM Wainwright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	1497945
<b>Report Title</b>	Confirmation of Minutes

**1. EXECUTIVE SUMMARY**

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To confirm the minutes of the Te Kauwhata Community Committee meeting held on Wednesday 6 April 2016.

**2. RECOMMENDATION**

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**THAT the minutes of the meeting of the Te Kauwhata Community Committee held on Wednesday 6 April 2016 be confirmed as a true and correct record of that meeting.**

**3. ATTACHMENTS**

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Minutes 6 April 2016



**MINUTES** of a meeting of the Te Kauwhata Community Committee held at the St John Ambulance Rooms, 4 Baird Avenue, Te Kauwhata, on **WEDNESDAY 6 APRIL 2016** at **7.00pm**.

Present Ms T Grace (Chairperson)  
 Cr JD Sedgwick  
 Mrs J Clegg  
 Mr J Cunningham  
 Mr K Dawson  
 Mr D Hardwick  
 Mr B Weaver  
 Mr L Wilson  
 Mrs H Dillon (Secretary)

Attending Mr TN Harty General Manager Service Delivery  
 Constable G Barnes  
 Mr J Kirifi Youth Action Group  
 Ms H Clotworthy Chair of Pokeno Community Group

**TKCCI604/01 APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Mr Hardwick / Mr Cunningham)**

**THAT** an apology be received from and leave of absence granted to Mr D Boyde.

**CARRIED on the voices**

**TKCCI604/02 CONFIRMATION OF STATUS OF AGENDA ITEMS**

**TKCCI604/02/1 Resolved: (Mr Weaver / Mr Dawson)**

**THAT** the agenda for a meeting of the Te Kauwhata Community Committee held on Wednesday 6 April 2016 be confirmed and all items therein be considered in open meeting;

**AND THAT** the following items be discussed at an appropriate time during the course of the meeting:

- Police update
- Grass Verges Policy
- Freedom Camping
- Community Patrol
- ANZAC Day Poppies

**CARRIED on the voices**

TKCCI604/02/2 **Resolved: (Ms Grace / Mr Dawson)**

**THAT Mr Kirifi be given full speaking rights for the duration of this meeting.**

**CARRIED on the voices**

TKCCI604/03 **DISCLOSURES OF INTEREST**

**Mr Dawson advised members of the Committee that he would declare a conflict of interest in item TKCCI604/07/2.**

TKCCI604/04 **CONFIRMATION OF MINUTES**

**Resolved: (Mr Weaver / Mr Cunningham)**

**THAT the open minutes and public excluded minutes of the meeting of the Te Kauwhata Community Committee held on Wednesday 2 March 2016 be confirmed as a true and correct record of that meeting.**

**CARRIED on the voices**

TKCCI604/05 **MATTERS ARISING FROM THE MINUTES**

TKCCI604/05/1 Skatepark Update Presentation by Rich Landscapes [TKCCI603/06/2]

Mr Jacob Kirifi confirmed that Mr Richard Smith had given a presentation to the Te Kauwhata Youth Action Group about proposed additions and improvements to the Te Kauwhata Skatepark.

TKCCI604/06 **REPORTS**

TKCCI604/06/1 Constable Gareth Barnes  
Add Item

Constable Barnes gave an update on Police issues in the district, including the following:

- Very busy month, but trying to maintain prevention measures.
- Problem with speeding – 4km tolerance in effect in TK.
- Social media is a useful monitoring tool.
- Updates to go in ‘Chatter’ and TK Website.
- Security Cameras – Barry Weaver advised permission has been given to install spare camera on Vet’s building and that Police have reviewed camera operation. Constable Barnes described very powerful moveable camera. Will cost \$1,800 to put up spare camera and the same for moveable camera.

TKCCI 604/06/2 Te Kauwhata Issues and Works Report – April 2016  
Item 6.1

The following items were discussed:

- Roto Street Lighting – Jacob Kirifi to report to youth group that work they recommended will be completed in a staged approach during the financial year.
- Toilets – Problems with flushing mechanism and tap placement.
- KiwiRail – David Hardwick advised that he is to liaise directly with Wayne Stewart from KiwiRail, and will report to Committee when necessary. Recent work done on camber of road and railway lines discussed.
- TK Bypass – Tim Harty explained situation with designation.

**Resolved: (Mr Weaver / Mr Wilson)**

**THAT the report of the General Manager Service Delivery – Te Kauwhata Community Committee Issues and Works Report – April 2016 - be received.**

**CARRIED on the voices**

TKCCI 604/06/2 Councillor's Report  
Item 6.2

Cr Sedgwick gave a verbal report that included the following:

- Planter Boxes - Council have provided more plants for Main Street.
- Bus Shelter - Aparangi have made approach for shelter for service running every two weeks.
- Youth Awards – Jacob Kirifi to notify youth leaders.
- Local Facebook Pages – Proving useful, with people asking about new waste collections, etc.
- New TK housing developments – currently 500 sections.
- TK Art Exhibition – Raised approximately \$3,000 for DISC.
- Freedom Camping is currently popular within the area. Discussion ensued about content of TKCC submission on WDC Freedom Camping draft policy, and included buses parked on grass verges, and vehicle selling coffee and food in the village, etc.
- Planting Plan (Will Thresher) – Plan for planting by roundabout to go to Fletchers. Tim Harty to follow up. Mr Boldero has agreed to heritage roses being planted by his property.
- Grass Verges Proposal – TKCC submission to be in by 8<sup>th</sup> April.

TKCCI 604/06/3 Discretionary Fund Report to 22 March 2016  
Item 6.3

- Ms Helen Clotworthy, of Pokeno Community Group, asked about TKCC funding.
- A letter was received from Mr Chris Plant thanking TKCC for their contribution towards the Waitangi Day Picnic held on the Village Green. This was a successful day, with 50-60 people attending, and they want to hold a similar event next year.

**Resolved: (Mr Wilson / Mr Hardwick)**

**THAT the report of the General Manager Strategy & Support – (Discretionary Fund Report to 22 March 2016) – be received;**

**AND THAT the Discretionary Fund pay \$750 in reimbursement to Te Kauwhata Community Events Inc. for expenses towards catering for the ANZAC Parade.**

**CARRIED on the voices**

TKCCI 604/06/4 Chairperson's report  
Item 6.4

The Chair reported on the following issues:

- St John Letter – A copy of a letter to Te Kauwhata Primary School was received from St John HQ, regarding an incident at the school.
- Toni Grace attended a Refresher Workshop at Council with Community Board Chairs and members. Responsibility for Boards and Committees in regard to the new Health and Safety Act was discussed.

**TKCCI 604/07 PROJECTS UPDATE**

TKCCI 604/07/1 Wetlands Walkway  
Item 7.1

John Cunningham reported that KiwiRail seem to be agreeable to the walkway going beside the railway line. The TTCF firstly declined funding, but have subsequently indicated this may change at their April meeting. There should be answers to a couple more funding applications next month. The Periodic Detention people have said they are able to assist with some of the work on the walkway. Making progress.

TKCCI604/07/2 Ken Nobbs Memorial Garden and Jamieson Memorial Seat  
Item 7.2

Keith Dawson suggested plan for square-set pergola should be changed to a curve. Quotes and timeframe discussed.

The Committee accepted quotes to the value of \$3,065.90 from Earthcare Ltd and \$1,415.60 for materials from Max Birt Sawmills Ltd, both GST inclusive, for labour/installation of Memorial Garden archway and Jamieson Memorial Seat. Keith Dawson abstained from voting.

TKCCI604/07/3 Community Patrol  
Item 7.3

Barry Weaver advised a new Co-ordinator for the Patrol has not been found as yet. Cr Sedgwick to write article to go in 'Chatter'.

TKCCI604/07/4 Anzac Day - Poppies  
Item 7.4

Cr Sedgwick raised the issue of placement of poppies this year. Toni Grace to contact Lions Club.

There being no further business, the meeting was declared closed at 9.45pm.

Minutes approved and confirmed this 4<sup>th</sup> day of May 2016.

Ms T Grace  
**CHAIRPERSON**

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**Open Meeting**

<b>To</b>	Te Kauwhata Community Committee
<b>From</b>	T Harty General Manager Service Delivery
<b>Date</b>	18 April 2016
<b>Prepared by</b>	LM Wainwright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	1500771
<b>Report Title</b>	Update on Waikato Expressway

**1. EXECUTIVE SUMMARY**

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To advise members that representatives from NZTA and FCC will be in attendance at the meeting to update the committee on works and traffic changes with respect to the realignments at the Rangiriri and Te Kauwhata sections of the Waikato Expressway.

**2. RECOMMENDATION**

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

### **Open Meeting**

<b>To</b>	All Community Boards (excluding Raglan) and Community Committees
<b>From</b>	TN Harty General Manager Service Delivery
<b>Date</b>	3 March 2016
<b>Prepared by</b>	M McIntyre Operations Team Leader, Waters
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	I498560
<b>Report Title</b>	Refuse and Recycling Changes

#### **1 Executive Summary**

This report is to advise the Board that the Operations Team Leader (Waters), Marie McIntyre, from the Service Delivery Group of the Waikato District Council will be in attendance at the meeting to provide an update on “Refuse & Recycling Changes”.

#### **2 Recommendation**

**THAT the report of the General Manager Service Delivery – Refuse & Recycling Changes – be received.**

#### **3 Attachments**

N/A

### **Open Meeting**

<b>To</b>	All Community Boards and Committees
<b>From</b>	TN Harty General Manager Service Delivery
<b>Date</b>	19 April 2016
<b>Prepared By</b>	G Bailey Open Spaces Operations Team Leader
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	1499602
<b>Report Title</b>	Draft Plaques, Memorials and Monuments Policy

#### **1. Executive Summary**

Council regularly receives requests from the public to install memorials and plaques within parks. These can range from trees to seats or artwork. Some areas, such as Raglan, are very popular for such requests, so much so that some areas risk becoming over memorialised. To assist staff better manage and deal appropriately and fairly with requests, it is recommended a policy is developed.

A review of other Local Authorities indicates many have a policy for plaques and memorials. Cemetery plaques and memorials are not included in this draft policy.

At its February 2016 meeting Council supported the draft policy and directed staff to engage with the local Boards and Committees and report back.

#### **2. Recommendation**

**THAT the report of the General Manager Service Delivery be received;**

**AND THAT the ..... Community Board/Committee provide feedback to staff on the content of the proposed policy;**

**AND FURTHER THAT feedback be provided to the Open Spaces Team Leader by 31 May 2016.**

#### **3. Background**

This draft policy provides Community Boards and Committees an opportunity to guide the development of how Council will deal with requests from the public for installation of memorials and plaques in parks.

Staff regularly receives requests from customers to install some form of memorial to a loved one, a prominent member of the community or to recognise a significant event.

Currently staff have no guidelines to assist in ensuring all applications are treated equitably and that applications reflect the surrounding environment and are fit for purpose. There is also no clarity around costs and on-going maintenance responsibilities.

#### 4. Discussion

A policy would outline an equitable process for the Council, and the Community to follow when new plaques, memorials and monuments are proposed. The purpose of a policy is to prevent ad hoc, prolific, inappropriate or widely varying placement of plaques, memorials and monuments at public sites in the Waikato District.

The policy would cover all plaques and memorials placed on land, buildings or property that the Council owns or has control of. This type of policy is in place in a large number of Local Authorities around the country and is not causing any concerns or impediments for communities.

No existing Council policy covers the issue identified in this report. Cemeteries are not included in this policy as they are covered under Cemetery Bylaws.

#### 5. Considerations

The following key points from the draft policy should be noted for comment and consideration:

- No new memorial or plaque will be considered that commemorates a person, event or occasion already memorialised unless there are exceptional circumstances.
- Approval would be dependent on the suitability of the site for the item. If an application for a personal memorial is declined, Council's decision is final.
- Subjects will be generally limited to individuals who have lived in or have a special association with the District.
- All materials used for plaques, memorials and monuments should have a minimum service life of 50 years as detailed in Section 2, NZS 4242:1995 Headstones and Cemetery Monuments.
- Any proposal that incorporates sculptural reliefs or is an artistic work will be referred to Council's Community Development Coordinator for consideration.

*Commemorative Trees with Plaques* - for commemoration of dignitaries, civic and historic occasions only. Commemorative trees, native or exotic must be consistent with Council's District Tree Policy. Once planted, commemorative trees become a Council asset and are maintained to the Council standards. As with all Council managed trees, plantings need to be appropriate to the site and area, and maintenance must be according to best arboricultural practice. If due to unforeseen circumstances a tree must be removed, it may not be replaced.

For commemorative trees the metal plaque to be set at the base of the tree on a concrete plinth.

*Ornamental Feature, Fountain, or Sculptural Memorials* - Council is open to discussion of unique and substantial memorials. A written proposal should be made outlining the desired outcome and budget available.

Council's General Policies Reserve Management Plan relating to Public Art, Plaques, Memorials and Commemorative Tree planting have been incorporated in to this policy.

## 8. Consultation

The following stakeholders have been/or will be consulted:

Planned	In Progress	Complete	
	X		Internal
X			Community boards/Community committees

## 9. Conclusion

To ensure the District has a consistent approach to installation and management of plaques and memorials a Plaques, Memorials and Monuments Policy is required. This policy will assist both the public and Council staff in ensuring all requests in this area are considered against an agreed set of criteria.

Consideration of existing numbers of plaques and memorials, artworks, fountains and other objects in the vicinity of the proposed new plaque or memorial will be taken into account with each application.

With all issues that involve memorialisation, emotions can play a role. While this policy will provide clear guidelines it is expected that staff will undertake discussions with compassion and, where possible, allow some latitude to accommodate reasonable requests.

## 10. Attachment

WDC Draft Plaques, Memorials and Monuments Policy 2016



# Draft Plaques, Memorials and Monuments Policy

Policy Owner: Gordon Bailey  
 Policy Sponsor: Andrew Corkill  
 Approved By:  
 Approval Date:  
 Resolution Number  
 Effective Date  
 Next Review Date:

Chief Executive:  
 General Manager:

## Introduction

This policy sets a process for the Waikato District Council, (hereafter referred to as “the Council”) and the community to follow when new plaques, memorials and monuments are proposed. The purpose of this policy is to prevent ad hoc, prolific, inappropriate or widely varying placement of plaques, memorials and monuments at public sites in the Waikato District, ( hereafter referred to as “the District”).

This policy covers all plaques and memorials proposed or being placed on land, buildings or property which the Council owns or over which it has control. All such plaques and memorials will be required to conform to this policy.

This policy does not cover signage, interpretative panels, display boards, banners, cemeteries or public artworks.

## Policy Definitions

For the purpose of this policy and procedures, the following definitions will apply:

1. **Plaque:** A flat tablet of metal, stone or other appropriate material which includes text and/or images which commemorate a person or an event and/or provides historical text of information relevant to its location. To be affixed to an object, building or pavement.
2. **Memorial:** An object established in memory of a person or event eg war memorial.
3. **Monument:** A structure created in memory of a person or event or which has become important to a social group as a part of their remembrance of past events eg Huntly Poppet Head.
4. **Object:** An object is small in scale when compared to a structure or building. It is generally moveable. Examples include memorial gates, sculptures and fountains.

5. **Structure:** A structure is a functional construction intended to be used for purposes other than sheltering human activity. Examples include, bridges and gazebos.

### Guidelines

1. No new memorial or plaque will be considered that commemorates a person, event or occasion already memorialised unless there are exceptional circumstances.
2. Any proposal for a plaque that incorporates sculptural reliefs or for a memorial or monument that is three dimensional or sculptural or is an artistic work, will be referred to Councils Community Development Officer for consideration with recommendations then put to the appropriate delegated authority for approval.
3. The Council has specified a range of categories for plaques and memorials appropriate to the needs of individuals and organisations (see category 7). No proposals will be considered outside of these categories. Applications can only be made under one category.
4. Subjects for plaques and memorials (Categories 1, 2 and 3) will be limited to the following:
  - An individual or association that has contributed significantly to the District.
  - An individual or association strongly linked to the District and its history.
5. Subjects for Category 4, personalised memorial plaques on a seat, bench or picnic table will be considered by the Council on a case by case basis. Approval is dependent on the suitability of the site for the item of furniture and whether there is a genuine need for it as determined by the Council. If an application for a personal memorial is declined, the Council's decision is final. Subjects will be limited to:
  - Individuals who have lived in or have a special association with the District.
6. All materials used for plaques, memorials and monuments should have a minimum service life of 50 years as detailed in Section 2, NZS 4242:1995. Headstone & Cemetery Monuments.
7. Any plaque, memorial or monument approved by and placed in the district should be deemed to be owned and under the unconditional control and management of the Council.

### Categories

#### Category 1: Commemorative Trees with Plaques

This category is reserved for commemoration of dignitaries, civic and historic occasions. Commemorative trees, native or exotic must be consistent with Council's District Tree Policy to be planted in any of the District parks or gardens and placed in a grassed location.

Once planted, commemorative trees become a Council asset and are maintained to the Council standards. As with all Council managed trees, plantings need to be appropriate to the site and area, and maintenance must be according to best arboriculture practice. If due to unforeseen circumstances a tree must be removed, it may not be replaced.

- For commemorative trees the metal plaque to be set at the base of the tree on a concrete plinth.

### **Design Specification**

- Brass or bronze plaque on concrete or stone plinth.
- Maximum size 300mm x 200mm (w x h).

### **Category 2: Metal Plaques**

To signify or commemorate a historic or civic occupation or to provide minor interpretative material relevant to a nearby building, artwork or historic feature or site. Such plaques will not be permitted as private memorials for individuals or families.

- Plaques for artwork will be referred to Council's Community Development Officer as a component of the artwork with their recommendations then referred to the appropriate delegated authority for consideration. Plaques for artwork are used to list artist, title, date of installation of artwork and interpretative information and are installed for every new Council commissioned artwork in a public place. The plaque shape and material should be in keeping with the artwork.
- Any new applications for plaques with historical significance received by the Council are referred to the local relevant Historical Society or Heritage New Zealand for verification.

### **Design Specification (excluding plaques for artwork)**

- Maximum size 300mm x 200mm (w x h).
- Plaque to be brass, bronze or stainless steel to ensure durability.
- Small oval brass plaques have been used across the district to identify sites/features of historic interest. Where appropriate this style of plaque will continue to be used however historic plaques will not be limited to this design.

### **Category 3: Ornamental Feature, Fountain, or Sculptural Memorials**

Council is open to discussion of unique and substantial memorials. A written proposal should be made to the appropriate delegated authority outlining the desired outcome and budget available. These applications will be considered on a case by case basis.

### **Category 4: Personalised Memorial Plaques on Seats, Benches or Picnic Tables**

This memorial is a small commemorative metal plaque for groups or individuals, to be attached to a park seat or bench. The location of the seat or bench is at the discretion of



the Council (refer to section 5). Once installed, memorial furniture becomes a Council asset which will be maintained to Council standards for a period of at least five years. After this time removal of the asset is at Council's discretion. If due to unforeseen circumstances a seat or bench must be removed, consideration will be given to relocating to a nearby site if practical.

### Design Specification

- Small rectangular brass plaque – maximum size 80mm x 150mm (h x w).
- Installation to be on the back rest of the seat or bench.

### Locations

Applicants should nominate a preferred site (general location for the placement of the plaque, memorial or monument. Only sites that have relevance to the person, group or even being commemorated should be nominated.

It should be noted that Cemeteries are **not** included in this policy.

Approval for a particular site will only be granted if consistent with the Council's Reserve Management Plan for that site, and the proposed plaque, memorial or monument being relevant to the site. Consideration of existing numbers of plaques and memorials, artworks, fountains and other objects in the vicinity of the proposed new plaque or memorial will be taken into account with each application. The appropriate delegated authority has final approval of appropriate site/s and will determine the exact location of any plaque or memorial.

The plaque or memorial shall be located at the designated site until such time that it cannot be maintained due to natural degradation with the following exceptions:

1. The area in which the item is sited to be redeveloped.
2. The use of the area in which the item is sited changes significantly in character and the item is not deemed suitable for the site.
3. The structure or support on which the item is located is to be removed or permanently altered.

### Wording

- Text should be brief and in language easily understood by the public. It should avoid the use of jargon or acronyms.
- Text should be written following research from a wide range of authoritative sources and where relevant be verified by the Heritage New Zealand.
- A final proof of the plaque/memorial wording must be approved by the applicant prior to production.
- If a graphic image is utilised the amount of text will be reduced.
- Any sponsorship recognition will be through use of approved wording or logo, which will take up no more than 10% of the overall plaque design.
- Applicants are required to cover full costs of items including, seats, benches, trees, plaques, memorials and installation.
- Council will cover ongoing maintenance.

## Replacements

Requests will be considered to replace existing plaques or memorials which have been damaged or otherwise degraded or require alterations, however replacements will need to conform to current design specifications and guidelines. Replacement costs will be the responsibility of the applicant unless the appropriate delegated authority decides it is appropriate for Council to fund the replacement. (Historical plaques or memorials which are part of the Council's collection will be appropriately maintained/replaced by the Council).

All metal plaques are at risk of theft due to their scrap value and must be securely attached to solid objects such as buildings, rocks or pavement.

## Applications

1. Applications will be made in writing in the first instance to Waikato District Council, Private Bag 544, Ngaruawahia 3742.
2. Applications should include all relevant details including proposed category of plaque or memorial, proposed site or location, proposed text or images to be included and any other pertinent information.
3. Decision will be confirmed in writing to the applicant.
4. The applicant must meet all costs associated with design, manufacture and installation of the plaque, memorial or monument. In some instances a contribution toward maintenance may also be a condition of approval.
5. Payment for approved plaques and memorials will need to be made in full prior to ordering.
6. The Council will manage the design, manufacture and installation of the plaque/memorial as specified.
7. No application will be considered outside this process.

## Implementation

1. Written application with appropriate information received.
2. If necessary the application will be referred to the appropriate delegated authority.
3. Application approved/declined and applicant notified accordingly.
4. If successful, applicant to pay full cost before the application is processed further.
5. On receipt of payment the Council will order artwork design for plaques to ensure uniformity.
6. On receipt of full payment the Council will order associated tree or bench or organise installation of plaque/memorial/monument.

## Review

This policy will be reviewed five years after its adoption.

# Plaques, Memorial and Monuments Application Form



Please complete this form after having read the Plaques, Memorial and Monuments Policy at [www.waikatodistrict.govt.nz](http://www.waikatodistrict.govt.nz)

Please email the completed form to [publicenquiries@waikato.govt.nz](mailto:publicenquiries@waikato.govt.nz) or post to Plaques, Memorial and Monuments application, Private Bag 544 Ngaruawahia 3742

Applicant	
Name	
Telephone number	
Email address	
Address	
Have you read the Plaques, Memorial and Monuments Policy? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Applicant's signature (if posted)	Date
Reason for memorialisation (include connection with community etc)	
Proposed text: Include graphics, logos etc. (Use a separate page if necessary)	



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**Open Meeting**

<b>To</b>	Te Kauwhata Community Committee
<b>From</b>	TN Harty General Manager Service Delivery
<b>Date</b>	19 April 2016
<b>Prepared by</b>	KC Bredesen Business Support Team Leader/PA
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	1499638
<b>Report Title</b>	Te Kauwhata Issues and Works Report – May 2016

**1. EXECUTIVE SUMMARY**

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This report is to update the Committee on issues arising from the previous meeting and on contracts and projects underway in Te Kauwhata.

**2. RECOMMENDATION**

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

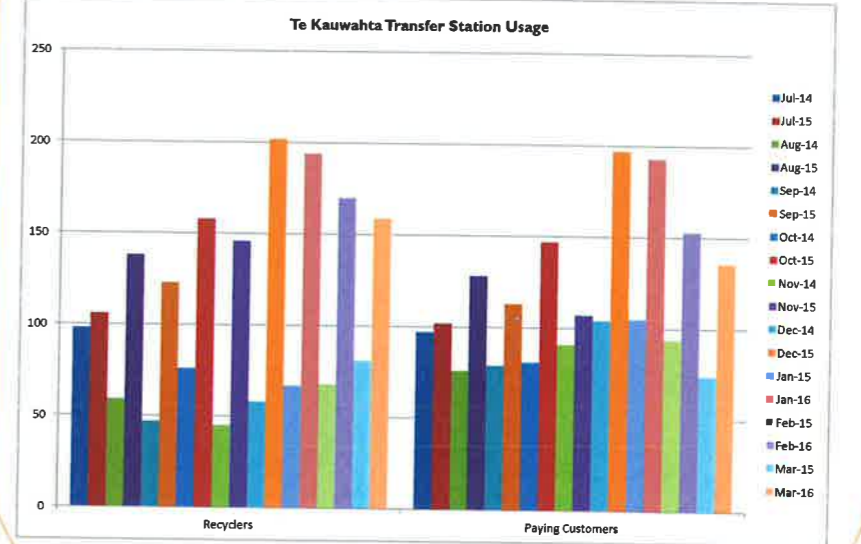
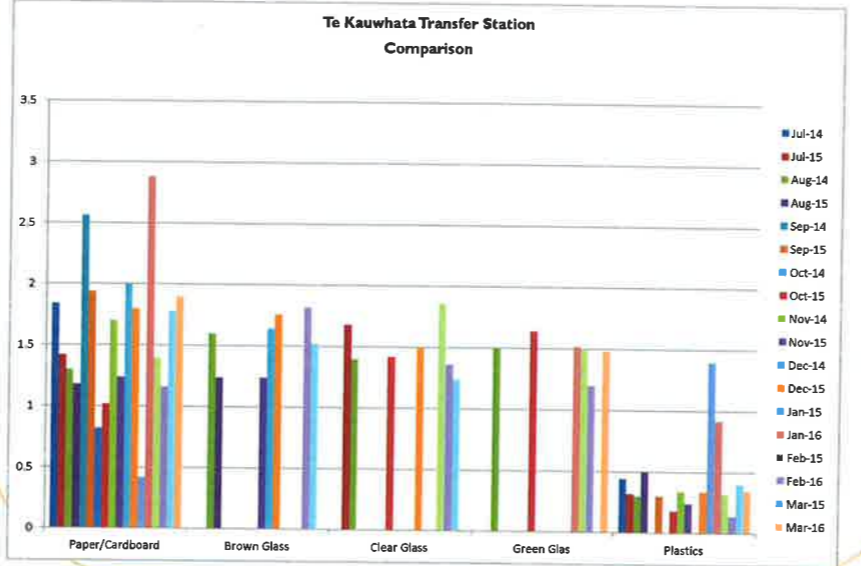
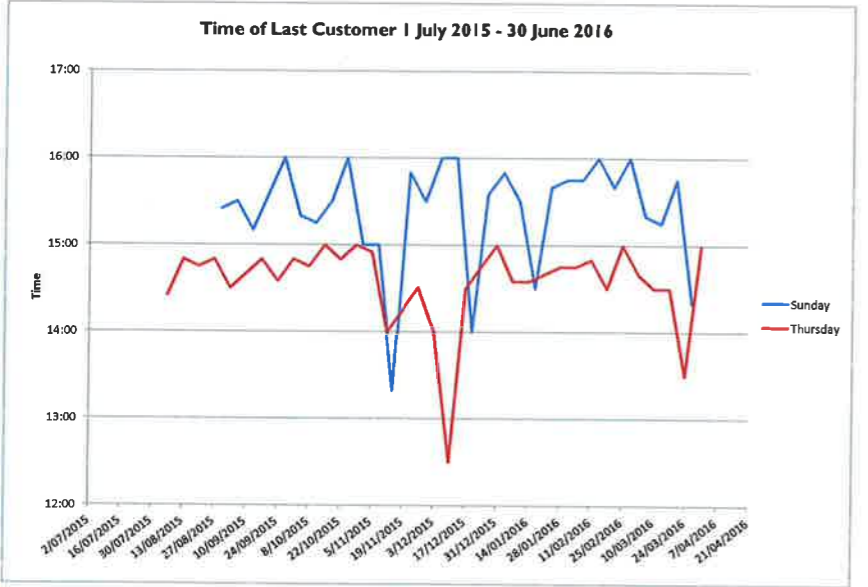
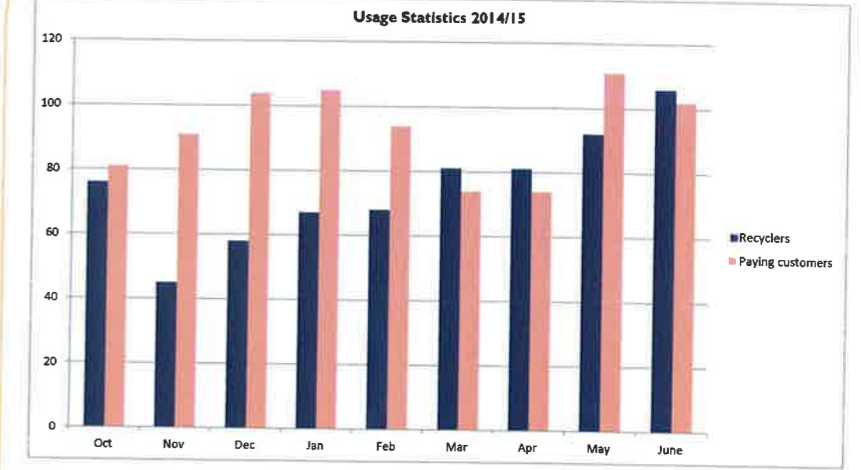
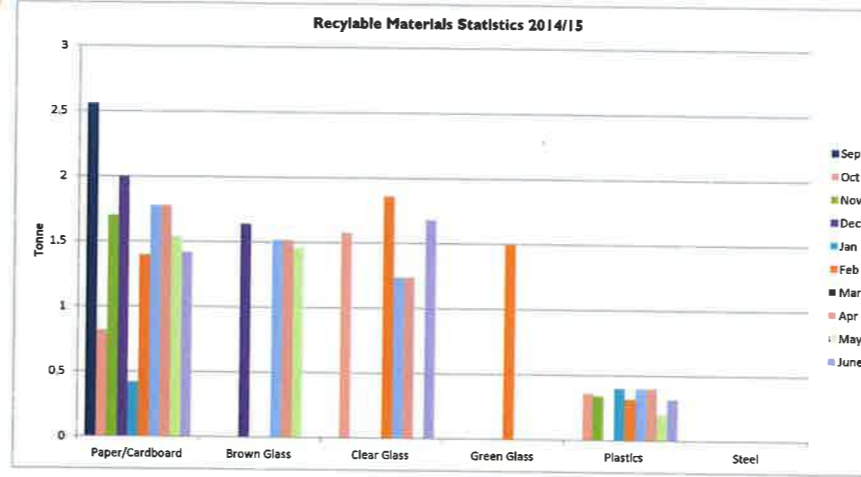
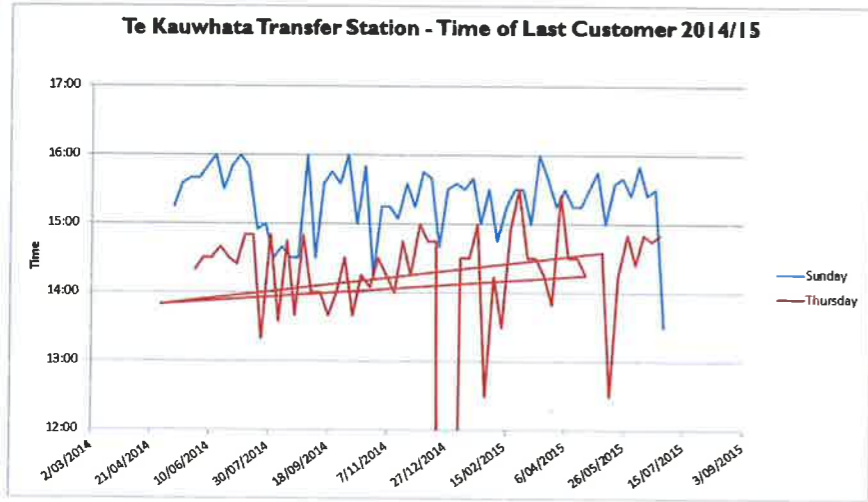
**3. ATTACHMENTS**

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- Te Kauwhata Transfer Statistics

	Issue	Assign to	Response
1.	<b>School Project</b>	Sam F	The Te Kauwhata Primary School Principal has advised that this project is now not going to be progressed.
2.	Need to share Te Kauwhata Landscape Plan (Will Thresher works) with Fletcher's to ensure planting continuity	Andrew C	Have shared with Fletcher Construction through WDC connection (Wayne Furlong).
3.	TK Toilet residual matters <ul style="list-style-type: none"> <li>• Taps</li> <li>• Planting surround</li> </ul>	Gordon B	<ul style="list-style-type: none"> <li>• Taps are on next year's works, if required.</li> <li>• Planting is programmed during May - July period</li> </ul>
4.	Committee requested an update of the TK Bypass removal of designation process	Chris C	Draft application has been submitted for internal review.

Te Kauwhata Transfer Station Statistics



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**Open Meeting**

<b>To</b>	Te Kauwhata Community Committee
<b>From</b>	T G Whittaker Acting Chief Executive
<b>Date</b>	18 April 2016
<b>Prepared by</b>	L Calambuhay Management Accountant
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	1498872
<b>Report Title</b>	Discretionary Fund Report to 18 April 2016

**1. EXECUTIVE SUMMARY**

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To update the Committee on the Discretionary Fund Report to 18 April 2016.

**2. RECOMMENDATION**

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**THAT the report from the Acting Chief Executive – Discretionary Fund Report to 18 April 2016 – be received.**

**3. ATTACHMENTS**

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Discretionary Fund Report to 18 April 2016



## TE KAUWHATA COMMUNITY COMMITTEE DISCRETIONARY FUND 2015/2016

	<b>GL</b>	<b>1.207.1704</b>
<b>Commitments from Committee Meeting Minutes &amp; Other Information</b>		
<b>2015/16 Annual Plan</b>		11,139.00
<b>Carry forward from 2014/15</b>		64,986.00
<b>Total Funding</b>		<b>76,125.00</b>
<b>Expenditure</b>		
14-Oct-15 North Waikato Crime Prevention Trust		1,800.00
30-Nov-15 Hireage of Port-A-Loos for the A&P Show		600.00
13-Jan-16 Te Kauwhata Health Awareness Society - towards pool heating project		5,000.00
03-Feb-16 Te Kauwhata Art and Amateur Photography Exhibition contribution		500.00
03-Feb-16 Te Kauwhata Community Events Inc. - towards Waitangi Day picnic		500.00
15-Feb-16 North Waikato Transport Trust - purchase of defibrillator for heath shuttle from Order of St John		2,268.00
15-Feb-16 St John Te Kauwhata - hall hireage for 21 meetings		315.00
15-Feb-16 Heather Dillon - reimbursement for purchase of petrol voucher for G Powley		100.00
23-Feb-16 Jo Clegg Free-Parking account for TK Website 29/10/15		149.00
23-Feb-16 Jo Clegg Free-Parking account for TK Website 27/01/15		149.00
02-Mar-16 DISC in support of Children's Day		500.00
<b>Total Expenditure</b>		<b>11,881.00</b>
<b>Income</b>		
<b>Total Income</b>		-
<b>Net Expenditure</b>		<b>11,881.00</b>
<b>Net Funding Remaining (excluding commitments)</b>		<b>64,244.00</b>
<b>Commitments</b>		
06-May-09 Further development of playground		5,000.00
07-Oct-15 Commitment for security cameras		9,436.00
03-Sep-14 Commitment for Walkways		25,000.00
07-Mar-12 Railway Cottage Community Park		10,000.00
03-Sep-14 Ken Nobbs memorial garden		5,000.00
07-Oct-15 TK Youth Action Group - basketball area project at Village Green		7,500.00
06-Apr-16 TK Community Events Inc. - for expenses towards catering for the ANZAC Parade		750.00
<b>Total Commitments</b>		<b>62,686.00</b>
<b>Net Funding Remaining (Including commitments) as of 18 April 2016</b>		<b>1,558.00</b>

## Open Meeting

<b>To</b>	Te Kauwhata Community Committee
<b>From</b>	TG Whittaker General Manager Strategy & Support
<b>Date</b>	19 April 2016
<b>Prepared by</b>	S Monrad Corporate Planner
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	1500024
<b>Report Title</b>	Annual Plan 2016/17

### I. EXECUTIVE SUMMARY

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Every three years Waikato District Council produces a Long Term Plan (LTP). An annual plan is then produced in the two years between each LTP and outlines what we intend to achieve in each of those financial years, how much it will cost, and how it will be funded (including the setting of rates).

Although nothing has significantly changed from what was planned in Year 2 of the LTP 2015-2025 and there is no legislative requirement for Council to be undertaking community consultation or holding hearings on the Annual Plan 2016/2017, we will still talk to you about what we have planned for 2016/2017.

Council has recently sent a flyer to all ratepayers in the ward outlining the annual plan process. Council will also be attending the 'Welcome to new people in TK' day on April 30 to engage with the community around the content of the flyer (attachment 1) and the ward map which identifies what projects are planned (attachment 2).

Communication was sent to the Community Committee in December 2015 indicating that if community groups intend to seek funding for community projects or events from Council, the information about the various funding sources available can be found on the community funding page of Council's website: [www.waikatodistrict.govt.nz/funding](http://www.waikatodistrict.govt.nz/funding).

### 2. RECOMMENDATION

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**THAT the report from the General Manager Strategy & Support - Annual Plan 2016/17 - be received.**

### 3. ATTACHMENTS

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Attachment 1: Flyer which accompanied the rates notice

Attachment 2: Whangamarino Ward map showing projects to be delivered in 2016/17.

# ANNUAL PLAN 2016-2017: NO SURPRISES



## THIS YEAR WE'RE DOING THINGS A BIT DIFFERENT

Every three years Waikato District Council produces a Long Term Plan. An Annual Plan is then produced in the two years between each Long Term Plan and outlines what we intend to achieve in each of those financial years, how much it will cost, and how it will be funded (including the setting of rates).

Since we've recently talked to you about what you want in your district as part of the Long Term Plan consultation process in 2015 (and because **nothing has changed**) we won't be undertaking community consultation or holding hearings on the Annual Plan – but we will still be out talking to you about what's happening.

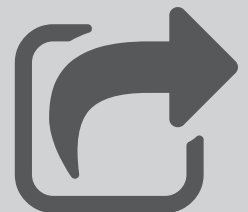
- The projects that the community agreed on as part of our Long Term Plan haven't changed.
- We'll still prepare an Annual Plan but we won't be preparing a consultation document. This allows us to focus on those Long Term Plan projects.
- We'll still be engaging with you on relevant projects. This allows us to have better, localised engagement with communities that are affected.
- If you're intending to seek funding for community projects or events from council, you'll find information about the various sources available on the community funding page of our website: [www.waikatodistrict.govt.nz/funding](http://www.waikatodistrict.govt.nz/funding)

### Whats the impact on your rates?

You can check out our rates calculator on our website [www.waikatodistrict.govt.nz/annualplan](http://www.waikatodistrict.govt.nz/annualplan)




## TURN OVER TO SEE WHAT PROJECTS ARE PLANNED IN YOUR AREA



# WHANGAMARINO WARD



## KEY

-  Storm Water
-  Skate Park
-  Roothing
-  Waste Water

## KEY WHANGAMARINO PROJECTS FOR 2016/17

This map indicates some of the key projects that will be happening in your area in 2016/17.

These include:

- 21km of road resurfacing
- Te Kauwhata Village Green Skate Park

For specific information about what's happening in your area, please see our Long Term Plan. You'll find this on our website: [www.waikatodistrict.govt.nz/annualplan](http://www.waikatodistrict.govt.nz/annualplan)

# ANNUAL PLAN 2016/17

## WE ARE DOING THINGS A BIT DIFFERENT THIS YEAR

Every three years Council produces a Long Term Plan. An Annual Plan is then produced in the two years between each Long Term Plan and outlines what we intend to achieve in each of those financial years, how much it will cost, and how it will be funded (including the setting of rates).

Since we've recently talked to you about what you want in your district as part of the Long Term Plan consultation process in 2015 – and because nothing has changed – we won't be undertaking community consultation or holding hearings on the Annual Plan but we will still be out talking to you about what's happening.

- The projects that the community agreed on as part of our Long Term Plan haven't changed.
- We'll still prepare an Annual Plan but not a consultation document for efficiency to allow us to focus on those LTP projects.
- We'll still be engaging with you on relevant projects. This allows us to have better, localised engagement with communities that are affected by any projects.
- If you are intending to seek funding for community projects or events from Council, we'd like to ensure you're aware of the various options available. Information about the various sources are available on the community funding page of our website: [www.waikatodistrict.govt.nz/funding](http://www.waikatodistrict.govt.nz/funding)

### Whats the impact on your rates?

You can check out our rates calculator on our website [www.waikatodistrict.govt.nz/annualplan](http://www.waikatodistrict.govt.nz/annualplan)



### How do I find out what projects are planned in my area in the next 12 months?

Visit our Annual Plan page  
[www.waikatodistrict.govt.nz/annualplan](http://www.waikatodistrict.govt.nz/annualplan)

### STAY UPDATED:



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