

Agenda for a meeting of the Ngaruawahia Community Board to be held in the Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 9 AUGUST 2016** commencing at **6.00pm**.

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

- 1. APOLOGIES AND LEAVE OF ABSENCE**
- 2. CONFIRMATION OF STATUS OF AGENDA**
- 3. DISCLOSURES OF INTEREST**
- 4. CONFIRMATION OF MINUTES**
Meeting held on 14 June 2016 2
- 5. MATTERS ARISING FROM MINUTES**
- 6. REPORTS**
 - 6.1 Discretionary Fund Report to 30 June 2016 7
 - 6.2 Application for Funding – Ngaruawahia RSA Memorial Club Inc. 9
 - 6.3 Youth Action Group Quarterly Report 37
 - 6.4 Ngaruawahia Works and Issues Report 39
 - 6.5 Ngaruawahia Community Board Resolution/Action Register 53
 - 6.6 Chairperson's Report Verbal
 - 6.7 Councillors' Report Verbal
 - 6.8 Community Board Members' Report Verbal

GJ Ion

CHIEF EXECUTIVE

Agenda2016\NCB\160908 NCB OP.dot

Open Meeting

To	Ngaruawahia Community Board
From	GJ Ion Chief Executive
Date	17 June 2016
Prepared by	W Wright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1538468
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of the Ngaruawahia Community Board held on Tuesday 14 June 2016.

2. RECOMMENDATION

THAT the minutes of the Ngaruawahia Community Board held on Tuesday 14 June 2016 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

Ngaruawahia Community Board Minutes 14 June 2016.

MINUTES of a meeting of the Ngaruawahia Community Board held in the Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 14 JUNE 2016** commencing at **6.00pm**.

Present:

Mrs PJ Forsyth (Chairperson)
Cr JM Gibb
Cr MR Solomon
Mr JH Ayers
Mrs W Diamond [until 7.01pm]
Mr BJ Sherson [from 6.10pm]
Mr J Whetu

Attending:

Ms S Duignan (General Manager Customer Support)
Mrs W Wright (Committee Secretary)
Mrs LM Wainwright (Committee Secretary)
Miss A van den Bemd (Interim Ngaruawahia Youth Action Group Co-ordinator)
Ms S Kelly (Community Development Co-ordinator)
Members of Staff
Members of the public

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mrs Diamond/Mr Ayers)

THAT an apology for lateness be received from Mr Sherson.

CARRIED on the voices

NCBI606/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Cr Gibb/Mr Ayers)

THAT the agenda for a meeting of the Ngaruawahia Community Board held on 14 June 2016 be confirmed and all items therein be considered in open meeting.

CARRIED on the voices

NCBI606/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Cr Gibb/Mrs Diamond)

THAT the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 10 May 2016 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

NCBI606/03

MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

REPORTS

Discretionary Fund Report to 01 June 2016

Agenda Item 6.1

Discussion was held on Te Mana o Te Rangi Reserve funding.

Resolved: (Mrs Diamond/Cr Gibb)

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

AND THAT \$8,000 be allocated to Te Mana o Te Rangi Reserve;

AND FURTHER THAT the commitment of \$500 for Community Awards be returned to the pool.

CARRIED on the voices

NCBI606/06/1

Appointment of Interim Youth Action Group Co-ordinator to the Ngaruawahia Community Board

Agenda Item 6.2

The Community Engagement Co-ordinator introduced the Interim Youth Action Group Co-ordinator Antonia van den Bemd.

Resolved: (Mr Ayers/Mrs Diamond)

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

AND THAT the Ngaruawahia Committee Board proceeds with allowing the interim Ngaruawahia Youth Co-ordinator, Antonia van den Bemd, to be represented on the Board;

AND FURTHER THAT Cr Gibb and Mr Whetu continue to act as the mentors to help and support the interim Youth Action Group Co-ordinator on the Board.

CARRIED on the voices

NCBI606/06/2

Ngaruawahia Youth Action Group
Agenda Item 6.3

The Community Engagement Co-ordinator provided an overview of the Youth Action Group tasks and answered questions of the Board.

Resolved: (Mrs Diamond/Mr Whetu)

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

AND THAT the Ngaruawahia Youth Action Group provide a quarterly report to the Board from August 2016.

CARRIED on the voices

NCBI606/06/3

Mr Sherson entered the meeting at 6.10pm during discussion on the above item and was present when voting took place.

Ngaruawahia Works and Issues Report
Agenda Item 6.4

The following additional items were discussed:

- Te Mana o Te Rangi Reserve
- Changes to the refuse & recycling scheme

Resolved: (Mrs Diamond/Mr Ayers)

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

CARRIED on the voices

NCBI606/06/4

New Road Name Proposal at 2281 River Road, Horotiu
Agenda Item 6.5

Resolved: (Crs Gibb/Solomon)

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

AND THAT Ngaruawahia Community Board support adopting the name Piriti Lane for new roading at 2281 River Road, Horotiu.

CARRIED on the voices

NCBI606/06/5

Open Meeting

To	Ngaruawahia Community Board
From	TG Whittaker General Manager Strategy & Support
Date	28 July 2016
Prepared by	Julienne Calambuhay Management Accountant
Chief Executive Approved	Y
DWS Document Set #	1568445
Report Title	Discretionary Fund Report to 30 June 2016

1. EXECUTIVE SUMMARY

To update the Board on the Discretionary Fund Report to 30 June 2016.

2. RECOMMENDATION

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

3. ATTACHMENTS

Discretionary Fund Report to 30 June 2016

NGARUAWAHIA COMMUNITY BOARD DISCRETIONARY FUND 2015/2016

	GL	1,205,170.4
2015/16 Annual Plan		20,999.00
Carry forward from 2014/15		31,885.00
Total Funding		52,884.00
Expenditure		
31-Oct-15 Ngaruawahia Community House room rental		40.00
31-Oct-15 Ngaruawahia Community House room rental		40.00
19-Jan-16 Community Newsletter		1,200.00
21-Mar-16 Ngaruawahia RSA Memorial Club Inc -new commemorative piece of artwork		1,577.92
27-Apr-16 Ngaruawahia Lions Club - recognition of services provided on ANZAC Day 2016		300.00
27-Apr-16 Ngaruawahia Lions Club - hiring of a public address system on ANZAC Day 2016		113.04
Total Expenditure		3,270.96
Income		
23-Jun-16 First Gas Ltd - Sponsorship - planting at Ngaruawahia Scenic Reserve		2,000.00
Total Income		2,000.00
Net Expenditure		1,270.96
Net Funding Remaining (Excluding commitments)		51,613.04
Commitments		
Workshop costs/room		100.00
Information signage boards		5,000.00
General signage		10,000.00
Hakarimata Walkway entrance - consent and engineering costs		10,000.00
10-Nov-15 Commitments for the following projects (Resolution NCB 1511/06/2)		
Workshop Expenses		300.00
Adult playground fitness proposal		10,000.00
10-May-16 Turangawaewae Rugby League Sport & Cultural Club - cost of replacing the		5,625.00
14-Jun-16 Te Mana o Te Rangi Reserve		8,000.00
clubroom electrical switch (NCBI 605/06/3)		
Total Commitments		49,025.00
Net Funding Remaining (Including commitments) as of 30 June 2016		2,588.04

Open Meeting

To	Ngaruawahia Community Board
From	TG Whittaker General Manager Strategy & Support
Date	21 July 2016
Prepared by	Lianne van den Bemd Community Development Advisor
Chief Executive Approved	Y
DWS Document Set #	1565603
Report Title	Application for Funding – Ngaruawahia RSA Memorial Club Inc.

1. EXECUTIVE SUMMARY

The purpose of this report is to present an application for funding from the Ngaruawahia RSA Memorial Club Inc. towards the cost of upgrading the damaged window frames on the RSA building.

2. RECOMMENDATION

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

AND THAT an allocation of \$..... is made to the **Ngaruawahia RSA Memorial Club Inc.** towards the cost of upgrading the damaged window frames on the **RSA** building;

OR

AND THAT the request from the **Ngaruawahia RSA Memorial Club Inc.** towards the cost of upgrading the damaged window frames on the **RSA Building** is declined / deferred until for the following reasons:

3. BACKGROUND

The Ngaruawahia RSA Memorial Club Inc. (“Ngaruawahia RSA”) needs to repair the damaged window frames on the RSA building. The framing has rotted and is causing leaks to occur inside the building.

The Ngaruawahia RSA hosts a variety of events and social evenings for the community of Ngaruawahia. There are variety of groups such as the card, eight ball & darts clubs and the local history group that meet at the club on a regular basis.

The Ngaruawahia RSA feel that by maintaining the facility it is giving the community a building that it can be proud of and that it also attracts more visitors to the town.

There are 460 members registered with the Ngaruawahia RSA Memorial Club Inc.

4. OPTIONS CONSIDERED

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

5. FINANCIAL

Funding is available to allocate for the year.

The project is noted to cost \$3,085.81. The Ngaruawahia RSA Memorial Club Inc. is seeking funding of \$1,462.39 towards the cost of repairing the damaged window frames.

GST Registered			Yes
Set of Accounts supplied			Yes
Previous funding has been received by this organisation			Yes
Ngaruawahia Community Board	Hopuhopu mural projects	March 2016	\$1,577.92
Discretionary & Funding Committee	Cost to install the ANZAC flags	March 2016	\$ 1,500.00

6. POLICY

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

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

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

7. CONCLUSION

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

8. ATTACHMENTS

Application for Funding – Ngaruawahia RSA Memorial Club Inc.



DISCRETIONARY FUNDING APPLICATION FORM

Important notes for applicant:

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

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

Discretionary and Funding Committee

Project

Event

OR

Community Board / Committee Discretionary Fund

Raglan

Taupiri

Onewhero-Tuakau

Ngaruawahia

Huntly

Te Kauwhata

Meremere

Section I – Your details

Name of organisation

Ngaruawahia RGA Memorial Club Inc -

What is your organisation's purpose?

The RGA's objective is to provide support and comfort for servicemen + women and their families. This also extends to the wider community.

Address: (Postal)

P.O. Box 74
Ngaruawahia

Address: (Physical if different from above)

4 Market St
Ngaruawahia

Contact name, phone number/s and email address

Wendy Diamond ngaruawahia@gaia.com
07 824 8905

Charities Commission Number: (If you have one)

Are you GST registered? No Yes GST Number 11/ /

Bank account details 02, 0376, 00, 5884, 00

Bank BNI Branch TeRapa

The following documentation is required in support of your application:

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

Section 2 – Community wellbeing and outcomes

Which community wellbeing will your project contribute to?

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

Social Economic Cultural Environmental

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

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

Accessible Safe Sustainable Thriving Vibrant

Section 3 – Your event/project

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

We have several rotten window frames at the RSA that are causing damage to the building through leaks. We would like to get these replaced with aluminium joinery as soon as possible.

Who is involved in your event / project?

RSA Members

How many volunteers are involved?

6

What other groups are involved in the project?

N/A.

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

Maintaining the integrity of the building ensures the ongoing operation of the RSA. We currently have 460 members and the facility hosts: indoor bowls history group, card club, eight billiards, nine clubs and is also available to the community for celebrations, social events and funerals.

Section 4 – Funding requirements

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

Please complete all of the following sections	GST Inclusive Costs (use this column if you are not GST registered)	GST Exclusive Costs (use this column if you are GST registered)
TOTAL COST OF THE PROJECT/EVENT	\$ _____	\$ 3085.81
Existing funds available for the project Total A	\$ _____	\$ 1623.42

Funding being sought from Waikato District Council

Project Breakdown (itemised costs of funding being sought) If there is insufficient space below please provide a breakdown of costs on an additional sheet.	\$	\$
Replace 1 rotten window (1)	\$	\$ 1462.39
Replace rotten windows (3)	\$	\$ 1623.42
	\$	\$
	\$	\$
	\$	\$
	\$	\$
Total Funds being sought from WDC Total B	\$	\$ 1462.39

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

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

Total Funding Applied for (Add totals A, B & C together to make Total D) Total D	\$ _____	\$ 3085.81
<i>Note : This total should equal the Total Cost of the Project/Event</i>		

Describe any donated material / resources provided for the event/project:
 Whilst replacing the windows, plywood, barge boards and flashings will also be repaired/replaced by volunteers of the R.S.A.

Section 5 – Previous Funding Received from Waikato District Council

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


Project	Amount received	Date
Hopa Hopa Mural 2016	1577.92	March 16
Erection of flags Field of Remembrance	1500.00	March 16

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

I confirm that an accountability statement has been completed and returned

Signed:  Name: N. Diamond

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

Signature:  Date: 15.6.16

Position in organisation (tick which applies) Chairman Secretary Treasurer

Signature:  Date: 15.6.16

Position in organisation (tick which applies) Chairman Secretary Treasurer

Quote No : -2986- Ver 8
 Quote Date : 12/10/2015
 Modified Date : 03/03/2016

402 Great South Road
 Huntly 3700

Contact :
 Mobile :

Aluminium Industries Ltd

Phone : 07 8289091 Fax : 07 8289036

E-mail :

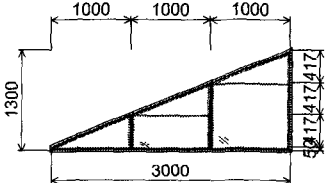
Project Title : **JOB: NGARUAWAHIA RSA**

**NGARUAWAHIA RSA
 PO BOX 74
 NGARUAWAHIA**

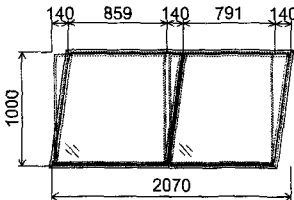
Site Contact : **WENDY**
 Deliver to : **PO BOX 74
 NGARUAWAHIA**

Mobile :
 Phone : Fax :

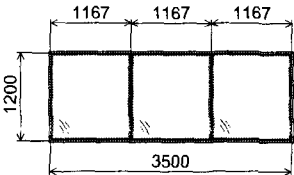
Item	Description	Quantity
------	-------------	----------

1	<p>Fixed Light</p>  <p>FRAME COLOUR : 12um AE Satin(11) FRAME TYPE : WeatherTight™ WIND ZONE : Medium LINER : H3 Paint Quality GLASS : 05GYFL</p> <p>WAZZ COMPONENTS : None HEIGHT FROM FLOOR : 700 WALL THICKNESS : 140 SILL LINER : TRUE</p> <p>FLASHING : 41mm Head Flashing TRIM SIZE : 1315mm x 3015mm WEIGHT : 30.88 kg 19mm Thick Architraved Square Cut</p>	1
---	--	---

COMMENTS: THIS ITEM SUPPLIED AND INSTALLED COSTS \$1681.75 INCLUSIVE OF GST

2	<p>Fixed Light x 2</p>  <p>FRAME COLOUR : 12um AE Satin(11) FRAME TYPE : WeatherTight™ WIND ZONE : Medium LINER : H3 Paint Quality GLASS : 05GYFL</p> <p>WAZZ COMPONENTS : None HEIGHT FROM FLOOR : 1000 WALL THICKNESS : 140 SILL LINER : TRUE</p> <p>FLASHING : 41mm Head Flashing TRIM SIZE : 1015mm x 2085mm WEIGHT : 56.35 kg 19mm Thick Architraved Square Cut</p>	2
---	--	---

COMMENTS: THESE 2 ITEMS SUPPLIED AND INSTALLED COSTS \$3329.87 INCLUSIVE OF GST

3	<p>Fixed Light</p>  <p>FRAME COLOUR : 12um AE Satin(11) FRAME TYPE : WeatherTight™ WIND ZONE : Medium LINER : H3 Paint Quality GLASS : 05GYFL</p> <p>WAZZ COMPONENTS : None HEIGHT FROM FLOOR : 800 WALL THICKNESS : 140 SILL LINER : TRUE</p> <p>FLASHING : 41mm Head Flashing TRIM SIZE : 1215mm x 3515mm WEIGHT : 59.72 kg 19mm Thick Architraved Square Cut</p>	1
---	---	---

COMMENTS: THIS ITEM SUPPLIED AND INSTALLED COSTS \$1866.93 INCLUSIVE OF GST

Checklist

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

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

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

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



Chartered Accountants & Auditors

10 June 2016

The Chairperson
Ngaruawahia RSA Memorial Club Inc
PO Box 74
Ngaruawahia 3742

Dear Sir

Audit Management Letter for the Year Ended 31 March 2016

1. Introduction

We have completed the audit of Ngaruawahia RSA Memorial Club Inc for the year ended 31 March 2016 and enclose the financial statements with the audit report attached.

This letter provides a summary of:

- the audit scope
- the audit opinion
- the issues arising from the audit

You will appreciate that while our audit is carried out in accordance with generally accepted auditing standards, it cannot, and should not, be relied upon to detect every instance of misstatement, fraud, irregularity or inefficiency.

The responsibility for the implementation and monitoring of internal and management controls rests with management and the Committee.

2. Audit Scope

The audit aimed to:

- provide an audit opinion on whether the financial statements fairly reflect the Club's reported financial results and financial position.
- assess and report on aspects of the Club's financial management and controls.

3. Audit Opinion

We have issued a modified audit opinion on the financial statements for the year ended 31 March 2016, which is normal for organisations where raffles, donations and fees are received.

4. Issues arising from the audit:

Going Concern

We have included an emphasis of mater paragraph in the audit report covering the issue of the going concern uncertainty.

91 Clarence Street Hamilton 3204
PO Box 389 Hamilton 3240

Telephone 07 839 1235
Facsimile 07 839 1237

Freephone 0800 269 139

enquiries@owenmcleod.co.nz
www.owenmcleod.co.nz



Financial Situation

The Club achieved a small surplus before depreciation similar to the previous year, after expensing the cash discrepancy of \$38,752.

The working capital situation (current assets less current liabilities) is still negative. The Club will need to continue closely monitoring cash flows to ensure that the budgeted surplus for the 2017 year is achieved.

Cash Discrepancy


The cash shortage identified this year, as noted in the financial statements, is considerable and has had a major impact on the club's finances. We reported a shortage of \$11,126 in last years management letter.

We understand that as a result of the special review of the cash register systems by Retail Services a number of changes have been made to strengthen controls in this area.

5. Conclusion

We wish to acknowledge the friendly assistance provided by your staff during the audit. If there is any further information you require, please do not hesitate to contact me.

Yours faithfully
OWEN McLEOD & CO



Richard Owen

Encls



INDEPENDENT AUDITOR'S REPORT
To the Members of Ngaruawahia RSA Memorial Club Inc

We have audited the special purpose financial statements of Ngaruawahia RSA Memorial Club Inc on pages 3 to 14, which comprise the statement of financial position as at 31 March 2016 and the statements of financial performance and statement of movements in equity for the year then ended, and a summary of significant accounting policies and other explanatory information. The special purpose financial statements have been prepared based on the stated accounting policies

Executive Committee's Responsibility for the Financial Statements

The Executive Committee is responsible for the preparation of these special purpose financial statements, in accordance with the stated accounting policies, for determining the acceptability of the basis of accounting policies, and for such internal control as the Executive Committee determines is necessary to enable the preparation of special purpose financial statements that are free from material misstatement whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these special purpose financial statements based on our audit. We conducted our audit in accordance with International Standards on Auditing (New Zealand). Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates, as well as evaluating the overall presentation of the special purpose financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Other than in our capacity as auditors, we have no relationship with or interests in the Ngaruawahia RSA Memorial Club Inc.

91 Clarence Street Hamilton 3204
PO Box 389 Hamilton 3240

Telephone 07 839 1235
Facsimile 07 839 1237

Freephone 0800 269 139

enquiries@owenmcleod.co.nz
www.owenmcleod.co.nz



Basis for Qualified Opinion

In common with other non-profit organisations, our work was limited as control over donations, fundraising and fees, before being recorded, is limited and there are no practical audit procedures to determine the effect of this limited control.

Qualified Opinion

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the special purpose financial statements of the Ngaruawahia RSA Memorial Club Inc on pages 3 to 14 for the year ended 31 March 2016 are prepared, in all material respects, in accordance with the stated accounting policies.

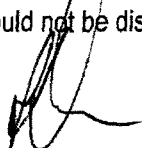
Going Concern

In forming our opinion, we have considered the adequacy of the disclosures made in the financial statements regarding the use of the going concern assumption.

The financial statements have been prepared on a going concern basis, the validity of which depends on future cash flows meeting budgeted levels. The financial report does not include any adjustments that would result from a failure to achieve budgeted income. Details of the circumstances relating to this matter are described in Note 10.

Basis of accounting and restriction on distribution and use

Without modifying our opinion, we draw attention to Note 1 to the special purpose financial statements, which describes the basis of accounting. The special purpose financial statements are prepared for Ngaruawahia RSA Memorial Club Inc. As a result, the special purpose financial statements may not be suitable for another purpose. Our report is intended solely for Ngaruawahia RSA Memorial Club Inc and should not be distributed to or used by any other parties.



Owen McLeod & Co
10 June 2016
Hamilton

Ngaruawahia RSA Memorial Club Inc
Special Purpose Financial Statements
For the Year Ended 31st March 2016

Ngaruawahia RSA Memorial Club Inc
Special Purpose Financial Reports
For the Year Ended 31st March 2016

Contents	Page
Trading Accounts.	3
Statement of Financial Performance	6
Statement of Movements in Equity	8
Statement of Financial Position	9
Notes to the Accounts	11

Ngaruawahia RSA Memorial Club Inc
Bar Trading Account
For the Year Ended 31st March 2016

	2016	2015
	\$	\$
REVENUE		
Bar Sales	321,835	332,309
Total Sales	<u>321,835</u>	<u>332,309</u>
LESS COST OF SALES		
Opening Stock	6,165	7,734
Purchases	141,304	159,913
Closing Stock	(6,078)	(6,165)
Total	<u>141,391</u>	<u>161,482</u>
DIRECT COSTS		
Till Amendments - Bar	-	457
Total	<u>141,391</u>	<u>161,940</u>
GROSS SURPLUS FROM BAR TRADING	<u>\$180,444</u>	<u>\$170,369</u>
Gross Profit % (excluding direct costs)	56%	51%



This statement is to be read in conjunction with the Auditors Report and the Notes to the Financial Statements.

Ngaruawahia RSA Memorial Club Inc
Gaming Trading Account
For the Year Ended 31st March 2016

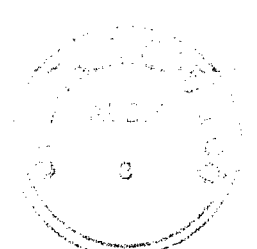
	2016	2015
	\$	\$
REVENUE		
Gaming Machine	91,642	130,246
Interest Received	-	15
Total Sales	<u>91,642</u>	<u>130,261</u>
 DIRECT COSTS		
IRD Duty	20,968	29,957
Licence Fees	4,868	9,228
Problem Gaming Levy	2,026	1,962
Electronic Monitoring Services	3,824	-
 Total	<u>31,686</u>	<u>41,147</u>
 GROSS SURPLUS FROM GAMING TRADING	<u><u>\$59,956</u></u>	<u><u>\$89,114</u></u>



This statement is to be read in conjunction with the Auditors Report and the Notes to the Financial Statements.

Ngaruawahia RSA Memorial Club Inc
Fundraising Trading Account
For the Year Ended 31st March 2016

	<i>2016</i>	<i>2015</i>
	\$	\$
REVENUE		
Battens Up & Raffle Sales	86,201	81,595
Housie Sales	7,314	3,538
Merchandise	5,098	3,113
Special Events Income	1,800	11,397
Sundry Income	-	261
Total Sales	<u>100,413</u>	<u>99,903</u>
DIRECT COSTS		
Battens Up & Raffle Expenses	53,708	43,457
Housie Expenses	920	1,008
Merchandise Expenses	3,730	4,622
Special Events Expenses	1,888	16,352
Sundry Fundraising	-	188
Total	<u>60,246</u>	<u>65,627</u>
GROSS SURPLUS FROM FUNDRAISING TRADING	<u><u>\$40,167</u></u>	<u><u>\$34,276</u></u>



This statement is to be read in conjunction with the Auditors Report and the Notes to the Financial Statements.

Ngaruawahia RSA Memorial Club Inc
Statement of Financial Performance
For the Year Ended 31st March 2016

	2016	2015
	\$	\$
Surplus from Trading	280,567	293,761
SUNDRY INCOME		
Donations - Courtesy Van	7,854	6,684
Donations - General	21,355	4,353
Grants Received - RSA Association	-	5,073
Grants Received - WDC	2,500	3,815
Grants Received - WEL Energy	3,000	2,000
Grants Received - NZ Lottery	3,666	-
Grants Received - Department of Corrections	652	-
Other Income	3,877	3,219
Rent Received	33,584	37,605
Subscriptions	19,249	14,310
Total Income	<u>376,304</u>	<u>370,820</u>
Less Expenses		
Accident Compensation Levy	909	1,440
Accountancy Fees	5,934	5,200
Advertising	1,051	3,358
Audit Fees (2 years)	5,200	3,000
Bank Charges	1,384	657
Birthday Club	38	-
Capitations	5,362	5,387
Cleaning & Laundry	6,380	10,903
Club Hospitality	1,263	1,950
Club Levy	1,613	2,114
Computer Expenses	2,500	-
Donations	338	470
Entertainment	6,808	4,838
EFTPOS & Till Expenses	1,983	2,466
General Expenses	9,048	239
Insurance	10,686	10,373
Interest - BNZ	32,673	38,716
Interest - Hire Purchase	8,613	4,910
IRD Penalties	1,028	374
Legal Expenses	1,418	-
Licences & Registrations	1,054	5,150
Light Power & Heating	16,380	20,310
Membership Cards	998	1,095
Membership Draw	4,019	1,950
Motor Vehicle Expenses	4,400	5,703
Other Expenses (Note 9)	38,752	11,126
Printing, Stamps & Stationery	1,712	1,619
Professional Development	1,085	3,340
Rates	6,488	6,356
Repairs & Maintenance	11,164	22,938
Rubbish	1,910	2,659

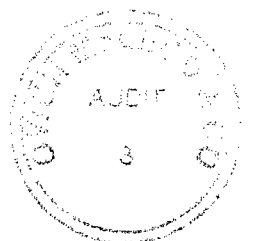
This statement is to be read in conjunction with the Auditors Report and the Notes to the Financial Statements.



Ngaruawahia RSA Memorial Club Inc
Statement of Financial Performance
For the Year Ended 31st March 2016

	2016	2015
	\$	\$
Security	1,432	1,216
Sky TV	9,320	8,478
Staff Uniforms	63	839
Telephone, Tolls & Internet	1,653	2,705
Wages - Administration	50,000	50,000
Wages & Salaries	94,584	106,938
Total Expenses	<u>349,243</u>	<u>348,817</u>
 Net Surplus Before Depreciation	 <u>27,061</u>	 <u>22,003</u>
Less Depreciation		
Depreciation as per Schedule	28,064	17,316
Depreciation - Loss on Sale	4,578	-
Depreciation Recovered	(896)	(562)
Net Depreciation Adjustment	<u>31,746</u>	<u>16,754</u>
 Deficit Before Exceptional Items	 <u>(4,685)</u>	 <u>5,249</u>
 Exceptional Items		
Debt Forgiven – RSA Welfare	20,000	-
Debt Forgiven – RSA Inc	90,450	-
 NET SURPLUS/(DEFICIT)	 <u><u>\$105,765</u></u>	 <u><u>\$5,249</u></u>

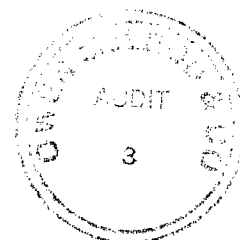
This statement is to be read in conjunction with the Auditors Report and the Notes to the Financial Statements.



Ngaruawahia RSA Memorial Club Inc
Statement of Movements in Equity
For the Year Ended 31st March 2016

	<i>Note</i>	2016	2015
		\$	\$
EQUITY AT START OF YEAR		250,108	244,859
REVENUE			
Net Surplus for the Year		105,765	5,249
Total Recognised Revenues and Expenses for the Year		<u>105,765</u>	<u>5,249</u>
EQUITY AT END OF YEAR		<u><u>\$355,873</u></u>	<u><u>\$250,108</u></u>

This statement is to be read in conjunction with the Auditors Report and the Notes to the Financial Statements.



Ngaruawahia RSA Memorial Club Inc
Statement of Financial Position
As at 31st March 2016

	<i>Note</i>	<i>2016</i> \$	<i>2015</i> \$
CURRENT ASSETS			
BNZ Gaming Machine Account		1,647	1,912
BNZ Project Account		515	4,463
Float Bar Till		1,851	3,800
Float Safe		128	1,797
Float Gaming Hoppers		1,254	1,442
Float ATM Machine		760	1,140
Float Gaming		1,254	-
Rouse the Rascal COH		400	-
ANZ		4,237	-
Taxation		5	-
Accounts Receivable		8,651	237
Stock on Hand		6,078	6,165
Total Current Assets		<u>26,780</u>	<u>20,954</u>
NON-CURRENT ASSETS			
Fixed Assets as per Schedule	13	924,115	882,661
TOTAL ASSETS		<u>950,895</u>	<u>903,615</u>
CURRENT LIABILITIES			
BNZ Club Account		1,830	11,086
BNZ Credit Card		477	-
GST Due for payment		7,771	4,423
Accounts Payable		76,169	61,596
Subscriptions in Advance		8,317	4,613
RSA Welfare		-	20,000
Birthday Club In Advance		748	-
Bonds Held		1,000	-
Grants In Advance		4,578	-
Jackpots and Clubs		2,957	-
Members Cards		2,573	-
Term loans - current portion		30,000	5,000
Finance leases - current portion		34,000	13,412
Total Current Liabilities		<u>170,420</u>	<u>120,130</u>
NON-CURRENT LIABILITIES			
BNZ Loan		387,502	433,303
RSA Inc		-	90,450
Finance Now		-	2,434
UDC Finance		3,276	7,189
Equipment Finance		33,824	-
Total Non-Current Liabilities		<u>424,601</u>	<u>533,377</u>
TOTAL LIABILITIES		<u>595,021</u>	<u>653,507</u>

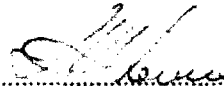
This statement is to be read in conjunction with the Auditors Report and the Notes to the Financial Statements.



Ngaruawahia RSA Memorial Club Inc
Statement of Financial Position
As at 31st March 2016

	<i>Note</i>	2016	2015
		\$	\$
NET ASSETS		<u>\$355,873</u>	<u>\$250,108</u>
Represented by:			
EQUITY			
Retained Earnings		<u>355,873</u>	<u>250,108</u>
TOTAL EQUITY		<u>\$355,873</u>	<u>\$250,108</u>

For and on behalf of the Club:



Chairperson

21.6.2016

This statement is to be read in conjunction with the Auditors Report and the Notes to the Financial Statements.



Ngaruawahia RSA Memorial Club Inc
Notes to the Financial Statements
For the Year Ended 31st March 2016

1. STATEMENT OF ACCOUNTING POLICIES

Reporting Entity

Ngaruawahia RSA Memorial Club Inc is a members Club incorporated under the Incorporated Societies Act 1908.

The Club aims to provide a safe, nurturing, supportive place for not only returned and servicemen but for the whole community where they can meet, socialize, grieve, celebrate, compete or connect with each other.

Statement of Compliance and Basis of Preparation

The Special Purpose financial statements of Ngaruawahia RSA Memorial Club Inc have been prepared in accordance with the stated accounting policies.

The accounting principles recognised as appropriate for the measurement and reporting of earnings and financial position on an historical cost and accrual basis have been applied.

Changes in Accounting Policies

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

Specific Accounting Policies

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

(a) Property, Plant & Equipment

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

Buildings	0 - 10%	DV
Motor Vehicles	20%	DV
Furniture & Fittings	10 - 40%	DV
Plant & Equipment	10 - 40%	DV

All property, plant & equipment except for land is stated at cost less depreciation.

Leased assets are depreciated over the unexpired term of the lease or over the estimated useful life, whichever is shorter.

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

(b) Goods & Services Tax

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

Ngaruawahia RSA Memorial Club Inc
Notes to the Financial Statements
For the Year Ended 31st March 2016

(c) Taxation

No provision for income tax has been made as there is no current or deferred tax payable.

(d) Inventories

Inventories are stated at the lower of cost and net realisable value. Cost is determined using the first-in, first-out (FIFO) method.

(e) Leased Assets

Some plant and equipment is leased by Ngaruawahia RSA Memorial Club Inc.

Finance Leases

Assets purchased under finance leases which effectively transfer to the lessee substantially all the risks and benefits incidental to ownership of the property are included as non-current assets in the Statement of Financial Position. Finance Leases will be capitalised at the present value of the minimum lease payments. A corresponding liability is also disclosed with lease payments being apportioned between the liability and interest payments.

The depreciation policy for depreciable assets, that are the subject of a finance lease, will be consistent with that for assets that are owned, unless there is no certainty that the lessee will take ownership by the end of the lease term, in which case the assets will be depreciated over the shorter of the estimated useful life of the asset or the lease term.

(f) Revenue

Sales of goods are recognised when they have been delivered and accepted by the customer.

(g) Receivables

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

2. AUDIT

These financial statements have been subject to audit, please refer to Auditor's Report.

3. CONTINGENT LIABILITIES

At balance date there are no known contingent liabilities (2015:\$0). Ngaruawahia RSA Memorial Club Inc has not granted any securities in respect of liabilities payable by any other party whatsoever.

4. RELATED PARTIES

There were no transactions with related parties requiring disclosure. (2015:NIL)



Ngaruawahia RSA Memorial Club Inc
Notes to the Financial Statements
For the Year Ended 31st March 2016

5. INVENTORY COMMITMENTS

No inventories whatsoever are specifically and separately pledged as security for liabilities. Inventories are generally subject to retention of title clauses.

	2016	2015
6. TOTAL REVENUE	720,077	640,094

7. SUBSEQUENT EVENTS

There have been no significant subsequent events (2015:NIL)

8. BNZ LOANS

Bank of New Zealand loans are secured over Land and Buildings.

9. OTHER EXPENSES

Other expenses represents cash shortages identified during the year.

10. GOING CONCERN

The financial statements have been prepared on a going concern basis, the validity of which depends on the ability of the Club to meet its budgeted cash flow targets.

The committee has reached this conclusion having regard to circumstances that they consider likely to affect the Club during the ensuing year and which may affect the validity of the going concern assumption.

11. AMALGAMATION

The Ngaruawahia RSA Inc is in the process of amalgamating with this club.

12. GAMING INFORMATION FOR GAMING LICENCE PURPOSES

Gaming Proceeds	91,642
-----------------	--------

Gaming Costs

Accounting Fees	593
Audit Fees	300
Depreciation on Gaming Machines	11,518
Electricity	1,638
Gaming Licence Fees	4,868
Gaming Machine Duty	20,968
Problem Gambling Levy	2,026
Electronic Monitoring	3,824
Insurance	1,068
Till Software	250
Eftpos	198
Rates	648
Security	143
Rubbish Disposal	191
Salaries & Wages	7,229
Interest	<u>4,181</u>
Total Costs of Gaming	59,643
Net Proceeds from Gaming	<u>\$31,999</u>



Ngaruawahia RSA Memorial Club Inc
Notes to the Financial Statements
For the Year Ended 31st March 2016

13. PROPERTY, PLANT & EQUIPMENT

	2016	2015
	\$	\$
Buildings		
At cost	1,506,053	1,506,053
Less accumulated depreciation	(739,185)	(736,765)
	<u>766,868</u>	<u>769,288</u>
Current year depreciation	<u>2,420</u>	<u>1,199</u>
	<u>2,420</u>	<u>1,199</u>
Motor Vehicles		
At cost	23,055	23,055
Less accumulated depreciation	(7,377)	(3,458)
	<u>15,678</u>	<u>19,597</u>
Current year depreciation	<u>3,919</u>	<u>3,458</u>
	<u>3,919</u>	<u>3,458</u>
Furniture & Fittings		
At cost	179,098	186,590
Less accumulated depreciation	(159,480)	(164,157)
	<u>19,618</u>	<u>22,433</u>
Current year depreciation	<u>2,507</u>	<u>2,557</u>
	<u>2,507</u>	<u>2,557</u>
Plant & Equipment		
At cost	433,734	417,329
Less accumulated depreciation	(311,784)	(345,985)
	<u>121,950</u>	<u>71,344</u>
Current year depreciation	<u>19,218</u>	<u>10,102</u>
	<u>19,218</u>	<u>10,102</u>
Total Property, Plant & Equipment	<u>\$924,115</u>	<u>\$882,661</u>
Total Depreciation for the year	<u>\$28,064</u>	<u>\$17,316</u>





CERTIFICATE OF INCORPORATION

THE NGARUAWAHIA R.S.A MEMORIAL CLUB INCORPORATED 213716

This is to certify that NGARUAWAHIA RETURNED SERVICES ASSOCIATION CLUB INCORPORATED was incorporated under the Incorporated Societies Act 1908 on the 7th day of February 1962 and changed its name to THE NGARUAWAHIA R.S.A MEMORIAL CLUB INCORPORATED on the 26th day of August 1991.

Mandy McDonald

Registrar of Incorporated Societies
25th day of November 2013



Open Meeting

To	Ngaruawahia Community Board
From	TG Whittaker General Manager Strategy & Support
Date	28 July 2016
Prepared by	Shannon Kelly Youth Engagement Advisor
Chief Executive Approved	Y
DWS Document Set #	1568769
Report Title	Youth Action Group's Quarterly Report

1. EXECUTIVE SUMMARY

The purpose of this report is to provide the Ngaruawahia Community Board with the Youth Action Group's Quarterly Report prepared by Antonia van den Bemd.

2. RECOMMENDATION

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

AND THAT if there are any new issues identified in the **Youth Action Group's Quarterly Report** the **Board** agrees on, these be added to the **Board's Works and Issues** report so progress on implementation can be monitored.

3. ATTACHMENTS

Ngaruawahia Youth Action Group Quarterly Report

Ngaruawahia Youth Action Group Quarterly Report

These are some ideas put forward from the Youth Action Group's meeting, on the 13/07/2016. Some of these may have already been discussed with the Ngaruawahia Community Board and Council staff. These are ideas on what could be improved in Ngaruawahia from a youth's perspective and is presented to the Community Board for consideration and inclusion in the Works and Issues report.

	Identified Issue	Background into Why	Progress/Outcome/Thoughts
1	New Name for Ngaruawahia Youth Action Group	Because the Youth Action Group wish to be identified by a name.	Embrace The Future - was agreed on by the current Youth Action Group.
2	Facebook page set up	To keep the community updated with what the Youth Group are doing through us posting updates and new challenges that can encourage others to get involved.	All up in running under the name Embrace The Future with members of the Youth Action Group running it.
3	Photo frame	We are planning on erecting a giant photo frame in Ngaruawahia where locals and community visitors can take pictures of themselves in to show off the beautiful scenery of our town.	Currently put out a competition (frame your town) where youth of Ngaruawahia can enter a design where the winner/s design will be chosen to put around the boarder of the frame. To be placed at The Point.
4	Youth Hub	To give the youth of Ngaruawahia a safe environment where they can hang out and do fun activities.	Still being in discussion.

Antonia van den Bemd

Open Meeting

To	Ngaruawahia Community Board
From	S Duignan General Manager Customer Support
Date	1 August 2016
Chief Executive Approved	Y
DWS Document Set #	1569131
Report Title	Ngaruawahia Works and Issues Report

1. EXECUTIVE SUMMARY

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

2. RECOMMENDATION

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

3. ATTACHMENTS

	Issue	Area	Action
1	The Board requires a copy of the Ngaruawahia hall earthquake prone building assessment	Service Delivery	Report attached for information.
3	Te Mana o Te Rangi Reserve – deep tyre marks grooved across the reserve, can council erect no driving signs?	Service Delivery	Signage is programmed after the opening ceremony.
4	Changes to refuse collection – if 42% of landfill is from organic waste, what is council doing to reduce this?	Service Delivery	A foodwaste collection and composting trial is starting in Raglan this year with funding from the Ministry of Environment. This will be expanded to district-wide, if trial is successful.
5	Walking tracks on Waipa river – not being regularly maintained particularly between the pony	Service Delivery	Staff are aware of the issue and this track is included in the City Care maintenance contract and will be maintained to the

	club and the soccer club. Fallen bits of willow branch across the path. Is this is on the new maintenance schedule?		specified service levels going forward.
--	---	--	---



Level 2 Waitomo House
6 Garden Place, Hamilton 3240, New Zealand
T: +64 7 838 3828 // F: +64 7 838 3808
E: info@beca.com // www.beca.com

Waikato District Council
Private Bag 544
Ngaruawahia 3742
New Zealand

21 July 2016

Attention: Josy Cooper

Dear Josy

WDC Seismic Assessments - Ngaruawahia War Memorial Hall - More Detailed ISA

Further to Beca Limited (Beca) conducting a high level Initial Seismic Assessment (ISA) of the Ngaruawahia War Memorial Hall located in Galileo Street, Ngaruawahia (as part of the Beca commission with WDC for Beca to conduct district wide seismic assessment of WDC's building assets – IFS226 and IFS226 V.01), this assessment was revisited in this more detailed ISA.

The rationale for revisiting this building beyond the first ISA is generally as follows:

- The first ISA was an external visual assessment only conducted with the IEP method. Therefore, the method is limited and high level in application. This is typically used for filtering only of large volumes of building stock.
- The initial external visual assessment highlighted a significant amount of brick elements present on the external elevations of the building. The seismic performance of the building was penalised for potential risk of the brick veneer falling off in an earthquake and causing a life safety risk. A more detailed visual inspection of the building's interior will confirm the adequacy of the brick veneer ties.

Methodology

Due to the need to specifically revise this ISA given the above information, the following additional activities were conducted to provide improved information to base the IEP on:

- The building was internally visually inspected.
- WDC property records were researched and reviewed for drawings and relevance to the current building.

The above is in addition to the methodology discussed in section 3 of the Beca report "Stage 1 – IEP Assessment of Priority 1 & 2 buildings for WDC" dated 20th June rev B.

Building Description

The Ngaruawahia War Memorial Hall is a single storey, standalone building and was constructed in 1957 as advised in the property schedule. The building is constructed of timber stud walls supported on a concrete foundation wall. The roof of the hall area is double height and is supported on steel trusses spanning between steel columns.

The roof is clad with light-weight corrugated sheeting and the external elevations are clad with a brick veneer that is tied to the timber stud walls. Half of the ceiling in the main hall is a more modern suspended

ceiling system and the rest of the ceiling in the building is predominately GiB. The stage hall at the south-west end of the building is supported on timber joists which span between timber trusses.

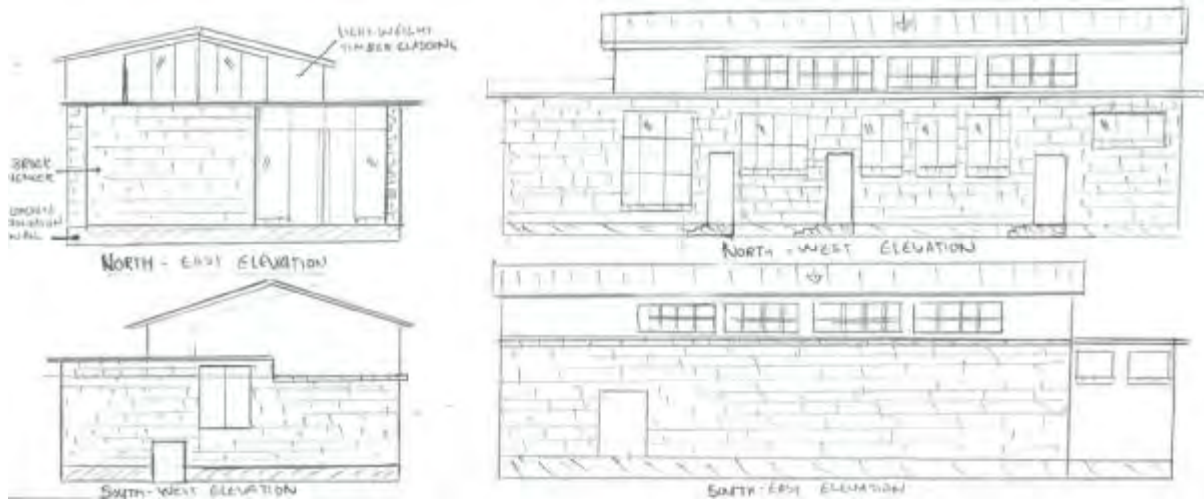


Figure 1: Sketch of Building Elevations.

Note these are only indicative representations of the building elevations.

The main lateral load resisting system of the building is provided by the timber walls in the longitudinal direction and a combination of timber walls and steel portal frames in the transverse direction which transfer the seismic load into the concrete foundation wall.

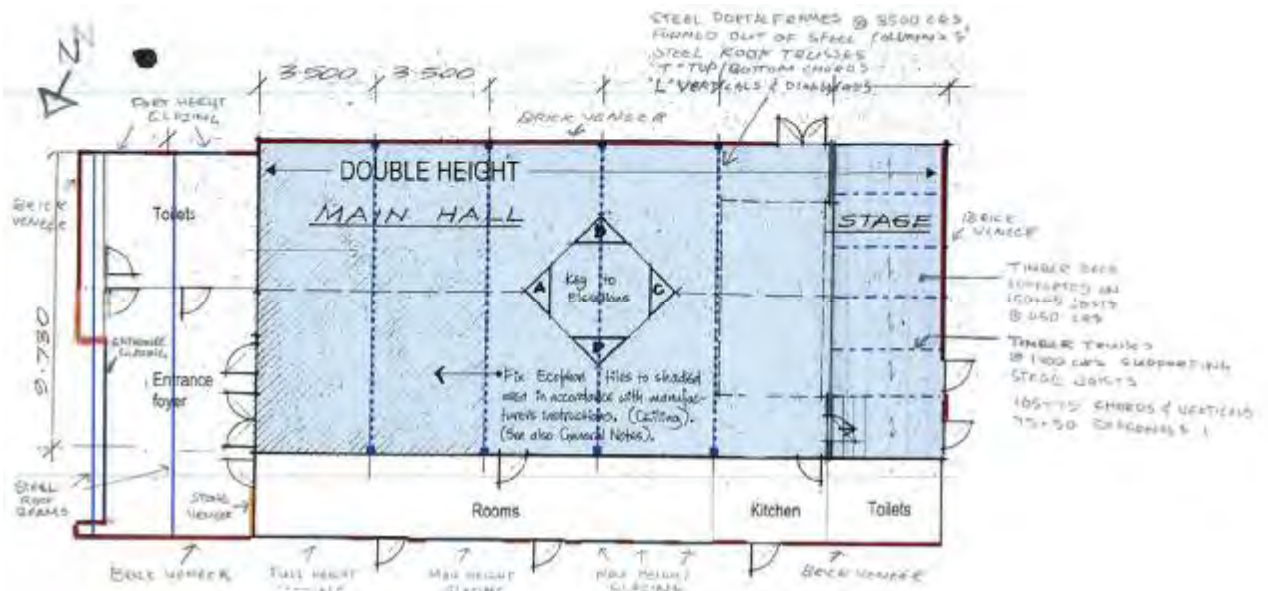


Figure 2: Plan of the Ngaruawahia War Memorial containing information obtained from the internal visual inspection

Results

Based on further review of drawings and an internal inspection, our IEP assessment of this building indicates the building can achieve 25%NBS. The IEP assessment of this building therefore indicates an overall potential seismic rating of 25%NBS, corresponding to a 'Grade D' building as defined by the New Zealand Society for Earthquake Engineering (NZSEE) building grading scheme. This is below the minimum threshold for earthquake-prone buildings (34%NBS) and is also below the threshold for earthquake-risk buildings (67%NBS) as recommended by NZSEE. Grade D buildings have approximately 10 to 25 times the seismic risk relative to a new building, indicating a high risk exposure.

The key assumptions made during our assessment are shown in the Table below. Refer also to the attached IEP assessment.

Table 1: IEP Assessment Results

IEP Item	Assumption	Justification
Date of Building Design	1935-1965 Category	The building was constructed in 1957 as advised in the property schedule.
Soil Type	D – Deep Soil	The soil type is considered to be typical of the region and location of the building at this site.
Building Importance Level	3	The building use, size and occupancy level is typical for a structure of Importance Level 3. This is based on the assumption that the building can occupy more than 300 people.
Ductility of Structure	$\mu = 2.0$	The lateral load resisting system of the building relies on timber walls and steel frames. These systems can typically achieve a structural ductility of 2.
Plan Irregularity, Factor A	1.0	No plan irregularities observed.
Vertical Irregularity, Factor B	1.0	No vertical irregularities observed.
Short Columns, Factor C	1.0	No potential short columns observed.
Pounding, Factor D	1.0	No adjacent structures within pounding distances.
Site Characteristics, Factor E	1.0	We are not aware of any issues that would increase life safety risks from the site itself. We note the building is located approximately 200m away from the Waikato River.
Factor F	Longitudinal direction - 0.55 Transverse direction - 0.55	This reflects the potential life-safety of brick elements falling and hitting someone under earthquake shaking as no connection between the brick ties and timber studs were observed in the locations inspected. The steel lintel beam along the main entrance of the building is supported directly on a brick veneer at one end. This is not an adequate support for the lintel beam.

Explanatory Notes

Refer to Section 7 of the Beca report "Stage 1 – IEP Assessment of Priority 1 & 2 buildings for WDC" dated 20th June rev B.

Conclusions and Recommendations

Our ISA assessment for the Ngaruawahia War Memorial Hall located in Galileo Street, Ngaruawahia, carried out using the IEP, indicates a potential seismic rating of **25%NBS**, which corresponds to a Grade **D** building, as defined by the NZSEE grading scheme. The building is therefore considered to be potentially earthquake-prone as the %NBS is below the minimum threshold for earthquake-prone buildings (34%NBS) and is also below the threshold for earthquake-risk buildings (67%NBS) as recommended by NZSEE. Grade D buildings have approximately 10 to 25 times the seismic risk relative to a new building, indicating a high risk exposure.

The seismic performance of the building in terms of life-safety is governed by the out-of-plane capacity of the brick veneer. We recommend the following steps to bring up the seismic performance of the building to above 67%NBS which will lift the building above the threshold for earthquake risk and earthquake prone:

- Provide fixing between the brick ties and timber studs in the area under the stage where no connections were observed.
- Remove a section of interior wall lining in an appropriate location to expose the timber framing and confirm the presence of properly fixed ties restraining the brick veneer out-of-plane. Adequate ties will need to be provided if found to be not present
- Provide an alternative support to the steel lintel above the main entrance of the building which is currently sitting on a brick veneer and regROUT any loose bricks.

We note that borer was present in the timber supporting the stage. We recommend replacing all infected timber to ensure gravity support to the stage is maintained.

We trust this letter and initial seismic assessment meets your current requirements. We would be pleased to discuss further with you any issues raised or if you would like clarification on any aspect of this letter.

Yours sincerely



Chris Twaddle
Senior Structural Engineer

on behalf of

Beca Ltd

Direct Dial: +64-7-759 5758
Email: chris.twaddle@beca.com

Initial Evaluation Procedure (IEP) Assessment - for Waikato District Council

WARNING!! This initial seismic evaluation process has been carried out solely as a screening tool in terms of the Waikato District Council's (WDC's) Earthquake-Prone, Dangerous and Insanitary Buildings Policy 2010(Policy). This initial seismic assessment has been carried in accordance with the New Zealand Society for Earthquake Engineering document 'Recommendations for the Assessment and Improvement of the Structural Performance of Buildings in Earthquakes' using the Initial Evaluation Procedure (IEP) and has been prepared by Beca on the specific instructions of WDC. The purpose of the assessment is to identify buildings with potential seismic issues. It is not a detailed seismic assessment. Detailed inspections and engineering calculations, or engineering judgments based on them, have not been undertaken and they may lead to a different result or seismic grade. It is solely for the use of WDC and any use or reliance by any other person, is at that person's own risk.

Street Number & Name:	5-11 Galileo Street, Ngaruawahia	Job No.:	5640440
AKA:	06281/530.00	By:	Beca
Name of building:	Ngaruawahia War Memorial Hall	Date:	12/07/2016
City:	Ngaruawahia	Revision No.:	B

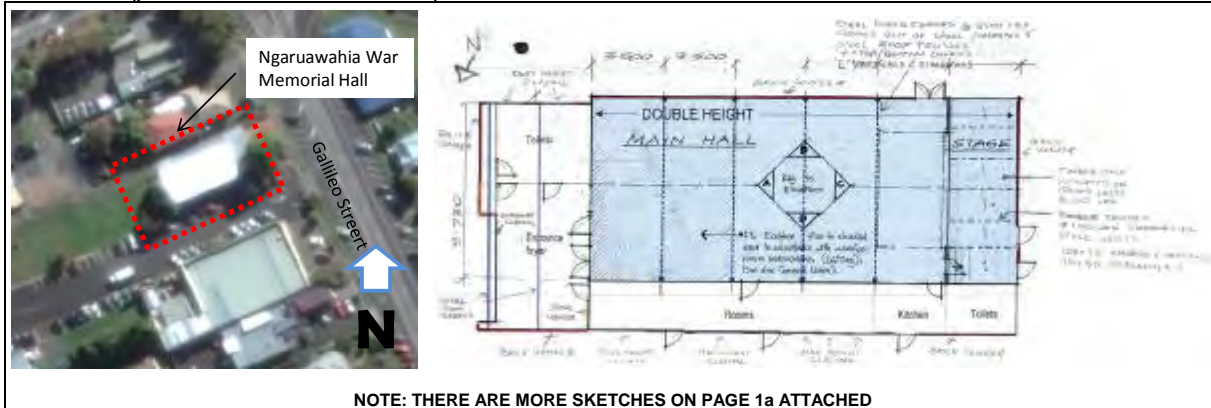
Table IEP-1 Initial Evaluation Procedure Step 1

Step 1 - General Information

1.1 Photos (attach sufficient to describe building)



1.2 Sketches (plans etc, show items of interest)



1.3 List relevant features (Note: only 10 lines of text will print in this box. If further text required use Page 1a)

- This building has been assessed based on an importance level 3 as total occupancy in the building exceeds the threshold for IL2 assuming an occupancy level of 1 person per m².
- The memorial hall was constructed in 1957.
- The Ngaruawahia War Memorial Hall is a standalone structure and rectangular in plan.
- The building has double height walls in the hall section.
- The roof in the hall area is supported on steel trusses spanning between steel columns.
- The ceilings are either GIB or a suspended ceiling system.
- Lateral loads are resisted by timber walls in the longitudinal direction and a combination of timber walls and steel portal frames in the transverse direction.
- The external elevations of the ground floor is clad with brick veneer.
- The internal visual site inspection confirmed the presence of brick ties. However, no means of connection between the brick ties and timber studs were seen at the locations inspected.
- There is a significant amount of glazing along the front and two side elevations at the upper storey.

1.4 Note information sources

Tick as appropriate

- Visual Inspection of Exterior
- Visual Inspection of Interior
- Drawings (note type)

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>

Architectural
(Partial Set)

- Specifications
- Geotechnical Reports
- Other (list)

<input type="checkbox"/>
<input type="checkbox"/>
<input checked="" type="checkbox"/>

Property schedule from Waikato District Council

Initial Evaluation Procedure (IEP) Assessment - for Waikato District Council

Street Number & Name:	5-11 Gallileo Street, Ngaruawahia	Job No.:	5640440
AKA:	06281/530.00	By:	Beca
Name of building:	Ngaruawahia War Memorial Hall	Date:	12/07/2016
City:	Ngaruawahia	Revision No.:	B

Table IEP-2 Initial Evaluation Procedure Step 2

Step 2 - Determination of (%NBS)_b

(Baseline (%NBS) for particular building - refer Section B5)

2.1 Determine nominal (%NBS) = (%NBS)_{nom}

a) Building Strengthening Data

Tick if building is known to have been strengthened in this direction

If strengthened, enter percentage of code the building has been strengthened to

Longitudinal

Transverse

N/A

N/A

b) Year of Design/Strengthening, Building Type and Seismic Zone

- Pre 1935
- 1935-1965
- 1965-1976
- 1976-1984
- 1984-1992
- 1992-2004
- 2004-2011
- Post Aug 2011

- Pre 1935
- 1935-1965
- 1965-1976
- 1976-1984
- 1984-1992
- 1992-2004
- 2004-2011
- Post Aug 2011

Building Type: Others

Building Type: Others

Seismic Zone:

Seismic Zone:

c) Soil Type

From NZS1170.5:2004, Cl 3.1.3 :

D Soft Soil

D Soft Soil

From NZS4203:1992, Cl 4.6.2.2 :

(for 1992 to 2004 and only if known)

Flexible

Flexible

d) Estimate Period, T

Comment:

Timber walls in longitudinal directions. Steel frames and timber walls in transverse direction.

h_n = 8
 A_c = 1.00

8 m
 1.00 m²

- Moment Resisting Concrete Frames: $T = \max(0.09h_n^{0.75}, 0.4)$
- Moment Resisting Steel Frames: $T = \max(0.14h_n^{0.75}, 0.4)$
- Eccentrically Braced Steel Frames: $T = \max(0.08h_n^{0.75}, 0.4)$
- All Other Frame Structures: $T = \max(0.06h_n^{0.75}, 0.4)$
- Concrete Shear Walls: $T = \max(0.09h_n^{0.75}/A_c^{0.5}, 0.4)$
- Masonry Shear Walls: $T \leq 0.4\text{sec}$
- User Defined (input Period):

Where h_n = height in metres from the base of the structure to the uppermost seismic weight or mass.

T: 0.40

0.67

e) Factor A: Strengthening factor determined using result from (a) above (set to 1.0 if not strengthened)

Factor A: 1.00

1.00

f) Factor B: Determined from NZSEE Guidelines Figure 3A.1 using results (a) to (e) above

Factor B: 0.03

0.03

g) Factor C: For reinforced concrete buildings designed between 1976-84 Factor C = 1.2, otherwise take as 1.0.

Factor C: 1.00

1.00

h) Factor D: For buildings designed prior to 1935 Factor D = 0.8 except for Wellington where Factor D may be taken as 1, otherwise take as 1.0.

Factor D: 1.00

1.00

(%NBS)_{nom} = AxBxCxD

(%NBS)_{nom} 3%

3%

WARNING!! This initial seismic evaluation process has been carried out solely as a screening tool in terms of the Waikato District Council's (WDC's) Earthquake-Prone, Dangerous and Insanitary Buildings Policy 2010(Policy). This initial seismic assessment has been carried out in accordance with the New Zealand Society for Earthquake Engineering document 'Recommendations for the Assessment and Improvement of the Structural Performance of Buildings in Earthquakes' using the Initial Evaluation Procedure (IEP) and has been prepared by Beca on the specific instructions of WDC. The purpose of the assessment is to identify buildings with potential seismic issues. It is not a detailed seismic assessment. Detailed inspections and engineering calculations, or engineering judgments based on them, have not been undertaken and they may lead to a different result or seismic grade. It is solely for the use of WDC and any use or reliance by any other person, is at that person's own risk.

Initial Evaluation Procedure (IEP) Assessment - for Waikato District Council

Street Number & Name:	5-11 Galileo Street, Ngaruawahia	Job No.:	5640440
AKA:	06281/530.00	By:	Beca
Name of building:	Ngaruawahia War Memorial Hall	Date:	12/07/2016
City:	Ngaruawahia	Revision No.:	B

Table IEP-2 Initial Evaluation Procedure Step 2 continued

2.2 Near Fault Scaling Factor, Factor E

If $T \leq 1.5\text{sec}$, Factor E = 1

a) Near Fault Factor, $N(T,D)$
(from NZS1170.5:2004, Cl 3.1.6)

Longitudinal

$N(T,D)$: 1

Transverse

1

b) Factor E = $1/N(T,D)$

Factor E: 1.00

1.00

2.3 Hazard Scaling Factor, Factor F

a) Hazard Factor, Z, for site

Location: Ngaruawahia Refer right for user-defined locations

Z = 0.15 (from NZS1170.5:2004, Table 3.3)
 Z_{1992} = 0.65 (NZS4203:1992 Zone Factor from accompanying Figure 3.5(b))
 Z_{2004} = 0.15 (from NZS1170.5:2004, Table 3.3)

b) Factor F

For pre 1992 = $1/Z$
 For 1992-2011 = Z_{1992}/Z
 For post 2011 = Z_{2004}/Z

Factor F: 6.67

6.67

2.4 Return Period Scaling Factor, Factor G

a) Design Importance Level, I

(Set to 1 if not known. For buildings designed prior to 1965 and known to be designed as a public building set to 1.25. For buildings designed 1965-1976 and known to be designed as a public building set to 1.33 for Zone A or 1.2 for Zone B. For 1976-1984 set I value.)

I = 1

1

b) Design Risk Factor, R_o

(set to 1.0 if other than 1976-2004, or not known)

R_o = 1

1

c) Return Period Factor, R

(from NZS1170.0:2004 Building Imporance Level)

Choose Importance Level 1 2 3 4

R = 1.3

1.3

d) Factor G = IR_o/R

Factor G: 0.77

0.77

2.5 Ductility Scaling Factor, Factor H

a) Available Displacement Ductility Within Existing Structure

Comment:

[Redacted comment box]

μ = 2.00

2.00

b) Factor H

For pre 1976 (maximum of 2) = k_{μ}
 For 1976 onwards = 1

Factor H: 1.57

1.95

(where k_{μ} is NZS1170.5:2004 Inelastic Spectrum Scaling Factor, from accompanying Table 3.3)

2.6 Structural Performance Scaling Factor, Factor I

a) Structural Performance Factor, S_p

(from accompanying Figure 3.4)

Tick if light timber-framed construction in this direction

S_p = 0.50

0.70

b) Structural Performance Scaling Factor = $1/S_p$

Factor I: 2.00

1.43

Note Factor B values for 1992 to 2004 have been multiplied by 0.67 to account for S_p in this period

2.7 Baseline %NBS for Building, (%NBS)_b

(equals (%NBS)_{nom} x E x F x G x H x I)

46%

47%

WARNING!! This initial seismic evaluation process has been carried out solely as a screening tool in terms of the Waikato District Council's (WDC's) Earthquake-Prone, Dangerous and Insanitary Buildings Policy 2010(Policy). This initial seismic assessment has been carried in accordance with the New Zealand Society for Earthquake Engineering document 'Recommendations for the Assessment and Improvement of the Structural Performance of Buildings in Earthquakes' using the Initial Evaluation Procedure (IEP) and has been prepared by Beca on the specific instructions of WDC. The purpose of the assessment is to identify buildings with potential seismic issues. It is not a detailed seismic assessment. Detailed inspections and engineering calculations, or engineering judgments based on them, have not been undertaken and they may lead to a different result or seismic grade. It is solely for the use of WDC and any use or reliance by any other person, is at that person's own risk.

Initial Evaluation Procedure (IEP) Assessment - for Waikato District Council

Street Number & Name:	5-11 Galileo Street, Ngaruawahia	Job No.:	5640440
AKA:	06281/530.00	By:	Beca
Name of building:	Ngaruawahia War Memorial Hall	Date:	12/07/2016
City:	Ngaruawahia	Revision No.:	B

Table IEP-3 Initial Evaluation Procedure Step 3

Step 3 - Assessment of Performance Achievement Ratio (PAR)

(Refer Appendix B - Section B3.2)

a) Longitudinal Direction

potential CSWs	Effect on Structural Performance (Choose a value - Do not interpolate)	Factors
3.1 Plan Irregularity Effect on Structural Performance <input checked="" type="radio"/> Severe <input type="radio"/> Significant <input checked="" type="radio"/> Insignificant No plan irregularity observed		Factor A 1.0
3.2 Vertical Irregularity Effect on Structural Performance <input type="radio"/> Severe <input type="radio"/> Significant <input checked="" type="radio"/> Insignificant Bottom storey appears to be predominantly an open plan hall		Factor B 1.0
3.3 Short Columns Effect on Structural Performance <input type="radio"/> Severe <input type="radio"/> Significant <input checked="" type="radio"/> Insignificant No short column effect observed		Factor C 1.0

3.4 Pounding Potential
(Estimate D1 and D2 and set D = the lower of the two, or 1.0 if no potential for pounding, or consequences are considered to be minimal)

a) Factor D1: - Pounding Effect

Note:
Values given assume the building has a frame structure. For stiff buildings (eg shear walls), the effect of pounding may be reduced by taking the coefficient to the right of the value applicable to frame buildings.

Factor D1 For Longitudinal Direction: 1.0

Table for Selection of Factor D1	Severe	Significant	Insignificant
Separation	0<Sep<.005H	.005<Sep<.01H	Sep>.01H
Alignment of Floors within 20% of Storey Height	<input checked="" type="radio"/> 1	<input checked="" type="radio"/> 1	<input checked="" type="radio"/> 1
Alignment of Floors not within 20% of Storey Height	<input checked="" type="radio"/> 0.4	<input checked="" type="radio"/> 0.7	<input checked="" type="radio"/> 0.8
No neighbouring buildings			

b) Factor D2: - Height Difference Effect

Factor D2 For Longitudinal Direction: 1.0

Table for Selection of Factor D2	Severe	Significant	Insignificant
	0<Sep<.005H	.005<Sep<.01H	Sep>.01H
Height Difference > 4 Storeys	<input checked="" type="radio"/> 0.4	<input checked="" type="radio"/> 0.7	<input checked="" type="radio"/> 1
Height Difference 2 to 4 Storeys	<input checked="" type="radio"/> 0.7	<input checked="" type="radio"/> 0.9	<input checked="" type="radio"/> 1
Height Difference < 2 Storeys	<input checked="" type="radio"/> 1	<input checked="" type="radio"/> 1	<input checked="" type="radio"/> 1
No neighbouring buildings			

Factor D 1.0

3.5 Site Characteristics - Stability, landslide threat, liquefaction etc as it affects the structural performance from a life-safety perspective

Effect on Structural Performance <input type="radio"/> Severe <input type="radio"/> Significant <input checked="" type="radio"/> Insignificant	Factor E 1.0
The building is situated approximately 200m away from the Waikato River.	

3.6 Other Factors - for allowance of all other relevant characteristics of the building For ≤ 3 storeys - Maximum value 2.5 otherwise - Maximum value 1.5. No minimum.

Record rationale for choice of Factor F: Potential for the brick veneer to fall out under seismic shaking as no connection between the brick ties and timber studs were observed in the locations inspected.	Factor F 0.55
--	---------------

3.7 Performance Achievement Ratio (PAR)
(equals A x B x C x D x E x F) **PAR**
Longitudinal 0.55

WARNING!! This initial seismic evaluation process has been carried out solely as a screening tool in terms of the Waikato District Council's (WDC's) Earthquake-Prone, Dangerous and Insanitary Buildings Policy 2010(Policy). This initial seismic assessment has been carried in accordance with the New Zealand Society for Earthquake Engineering document 'Recommendations for the Assessment and Improvement of the Structural Performance of Buildings in Earthquakes' using the Initial Evaluation Procedure (IEP) and has been prepared by Beca on the specific instructions of WDC. The purpose of the assessment is to identify buildings with potential seismic issues. It is not a detailed seismic assessment. Detailed inspections and engineering calculations, or engineering judgments based on them, have not been undertaken and they may lead to a different result or seismic grade. It is solely for the use of WDC and any use or reliance by any other person, is at that person's own risk.

Initial Evaluation Procedure (IEP) Assessment - for Waikato District Council

Street Number & Name:	5-11 Galileo Street, Ngaruawahia	Job No.:	5640440
AKA:	06281/530.00	By:	Beca
Name of building:	Ngaruawahia War Memorial Hall	Date:	12/07/2016
City:	Ngaruawahia	Revision No.:	B

Table IEP-3 Initial Evaluation Procedure Step 3

Step 3 - Assessment of Performance Achievement Ratio (PAR)

(Refer Appendix B - Section B3.2)

b) Transverse Direction

potential CSWs	Effect on Structural Performance (Choose a value - Do not interpolate)	Factors
3.1 Plan Irregularity Effect on Structural Performance <input type="radio"/> Severe <input type="radio"/> Significant <input checked="" type="radio"/> Insignificant No plan irregularity observed.		Factor A 1.0
3.2 Vertical Irregularity Effect on Structural Performance <input type="radio"/> Severe <input type="radio"/> Significant <input checked="" type="radio"/> Insignificant Bottom storey appears to be predominantly an open plan hall		Factor B 1.0
3.3 Short Columns Effect on Structural Performance <input type="radio"/> Severe <input type="radio"/> Significant <input checked="" type="radio"/> Insignificant No short column effect observed		Factor C 1.0

3.4 Pounding Potential

(Estimate D1 and D2 and set D = the lower of the two, or 1.0 if no potential for pounding, or consequences are considered to be minimal)

a) Factor D1: - Pounding Effect

Note:
 Values given assume the building has a frame structure. For stiff buildings (eg shear walls), the effect of pounding may be reduced by taking the coefficient to the right of the value applicable to frame buildings.

Factor D1 For Transverse Direction: 1.0

Table for Selection of Factor D1	Severe	Significant	Insignificant
Separation	0<Sep<.005H	.005<Sep<.01H	Sep>.01H
Alignment of Floors within 20% of Storey Height	<input checked="" type="radio"/> 1	<input type="radio"/> 1	<input checked="" type="radio"/> 1
Alignment of Floors not within 20% of Storey Height	<input type="radio"/> 0.4	<input type="radio"/> 0.7	<input type="radio"/> 0.8
No neighbouring buildings			

b) Factor D2: - Height Difference Effect

Factor D2 For Transverse Direction: 1.0

Table for Selection of Factor D2	Severe	Significant	Insignificant
Separation	0<Sep<.005H	.005<Sep<.01H	Sep>.01H
Height Difference > 4 Storeys	<input type="radio"/> 0.4	<input type="radio"/> 0.7	<input checked="" type="radio"/> 1
Height Difference 2 to 4 Storeys	<input type="radio"/> 0.7	<input type="radio"/> 0.9	<input type="radio"/> 1
Height Difference < 2 Storeys	<input checked="" type="radio"/> 1	<input type="radio"/> 1	<input checked="" type="radio"/> 1
No neighbouring buildings			

Factor D 1.0

3.5 Site Characteristics - Stability, landslide threat, liquefaction etc as it affects the structural performance from a life-safety perspective

Effect on Structural Performance <input type="radio"/> Severe <input type="radio"/> Significant <input checked="" type="radio"/> Insignificant	Factor E 1.0
The building is situated approximately 200m away from the Waikato River.	

3.6 Other Factors - for allowance of all other relevant characteristics of the building

For ≤ 3 storeys - Maximum value 2.5
 otherwise - Maximum value 1.5.
 No minimum.

Factor F 0.55

Record rationale for choice of Factor F:

Potential for the brick veneer to fall out under seismic shaking as no connection between the brick ties and timber studs were observed in the locations inspected. The steel lintel beam along the main entrance of the building is supported directly on a brick veneer at one end.

3.7 Performance Achievement Ratio (PAR)
 (equals A x B x C x D x E x F)

PAR
 Transverse 0.55

WARNING!! This initial seismic evaluation process has been carried out solely as a screening tool in terms of the Waikato District Council's (WDC's) Earthquake-Prone, Dangerous and Insanitary Buildings Policy 2010(Policy). This initial seismic assessment has been carried out in accordance with the New Zealand Society for Earthquake Engineering document 'Recommendations for the Assessment and Improvement of the Structural Performance of Buildings in Earthquakes' using the Initial Evaluation Procedure (IEP) and has been prepared by Beca on the specific instructions of WDC. The purpose of the assessment is to identify buildings with potential seismic issues. It is not a detailed seismic assessment. Detailed inspections and engineering calculations, or engineering judgments based on them, have not been undertaken and they may lead to a different result or seismic grade. It is solely for the use of WDC and any use or reliance by any other person, is at that person's own risk.

Initial Evaluation Procedure (IEP) Assessment - for Waikato District Council

Page 6

Street Number & Name:	5-11 Gallileo Street, Ngaruawahia	Job No.:	5640440
AKA:	06281/530.00	By:	Beca
Name of building:	Ngaruawahia War Memorial Hall	Date:	12/07/2016
City:	Ngaruawahia	Revision No.:	B

Table IEP-4 Initial Evaluation Procedure Steps 4, 5, 6 and 7

Step 4 - Percentage of New Building Standard (%NBS)

	Longitudinal	Transverse
4.1 Assessed Baseline %NBS (%NBS) _b (from Table IEP - 1)	46%	47%
4.2 Performance Achievement Ratio (PAR) (from Table IEP - 2)	0.55	0.55
4.3 PAR x Baseline (%NBS) _b	25%	25%
4.4 Percentage New Building Standard (%NBS) (Use lower of two values from Step 4.3)		25%

Step 5 - Potentially Earthquake Prone?

(Mark as appropriate)

%NBS ≤ 34

YES

Step 6 - Potentially Earthquake Risk?

(Mark as appropriate)

%NBS < 67

YES

Step 7 - Provisional Grading for Seismic Risk based on IEP

Seismic Grade

D

Additional Comments (items of note affecting IEP score)

-The internal visual site inspection confirmed the presence of brick ties. However, no means of connection between the brick ties and timber studs were seen at the locations inspected. There is potential for the brick to fall out under earthquake shaking if not adequately restrained out-of-plane.

- The steel lintel beam along the main entrance of the building is supported directly on the brick veneer at one end which is not an adequate support for the lintel. From the internal site visit, it was observed that a diagonal crack has formed in the brick veneer, initiating from where it is supporting the lintel. We note that one brick has become notably loose. in that location.

Relationship between Grade and %NBS:

Grade:	A+	A	B	C	D	E
%NBS:	> 100	100 to 80	79 to 67	66 to 34	33 to 20	< 20

WARNING!! This initial seismic evaluation process has been carried out solely as a screening tool in terms of the Waikato District Council's (WDC's) Earthquake-Prone, Dangerous and Insanitary Buildings Policy 2010(Policy). This initial seismic assessment has been carried in accordance with the New Zealand Society for Earthquake Engineering document 'Recommendations for the Assessment and Improvement of the Structural Performance of Buildings in Earthquakes' using the Initial Evaluation Procedure (IEP) and has been prepared by Beca on the specific instructions of WDC. The purpose of the assessment is to identify buildings with potential seismic issues. It is not a detailed seismic assessment. Detailed inspections and engineering calculations, or engineering judgments based on them, have not been undertaken and they may lead to a different result or seismic grade. It is solely for the use of WDC and any use or reliance by any other person, is at that person's own risk.

Initial Evaluation Procedure (IEP) Assessment - for Waikato District Council

Page 1a

Street Number & Name:	5-11 Gallileo Street, Ngaruawahia	Job No.:	5640440
AKA:	06281/530.00	By:	Beca
Name of building:	Ngaruawahia War Memorial Hall	Date:	12/07/2016
City:	Ngaruawahia	Revision No.:	B

Table IEP-1a Additional Photos and Sketches

Add any additional photographs, notes or sketches required below:

Note: print this page separately



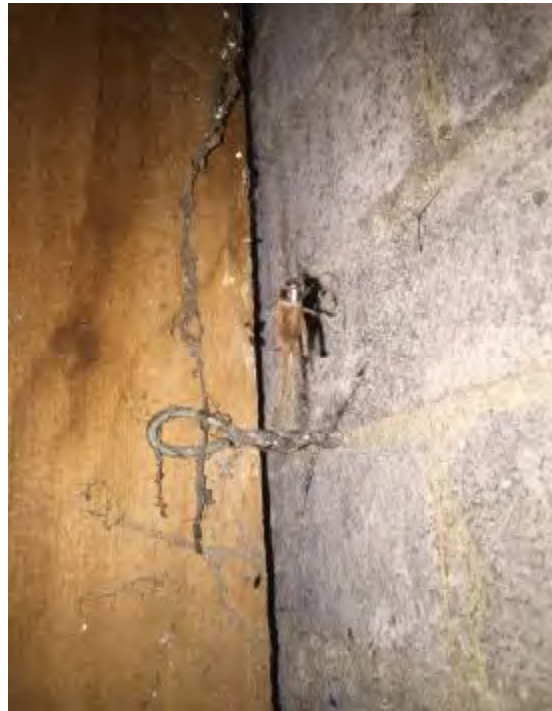
Crack observed in the top corner of the brick veneer adjacent the main entrance



Loose brick observed in the top corner of the brick veneer



Borer observed in timber supporting the stage



Brick tie with no connection to the timber framing under the stage



Timber trusses and floor joists supporting the stage deck

WARNING!! This initial seismic evaluation process has been carried out solely as a screening tool in terms of the Waikato District Council's (WDC's) Earthquake-Prone, Dangerous and Insanitary Buildings Policy 2010(Policy). This initial seismic assessment has been carried out in accordance with the New Zealand Society for Earthquake Engineering document 'Recommendations for the Assessment and Improvement of the Structural Performance of Buildings in Earthquakes' using the Initial Evaluation Procedure (IEP) and has been prepared by Beca on the specific instructions of WDC. The purpose of the assessment is to identify buildings with potential seismic issues. It is not a detailed seismic assessment. Detailed inspections and engineering calculations, or engineering judgments based on them, have not been undertaken and they may lead to a different result or seismic grade. It is solely for the use of WDC and any use or reliance by any other person, is at that person's own risk.

Open Meeting

To	Ngaruawahia Community Board
From	S Duignan General Manager Customer Support
Date	1 August 2016
Chief Executive Approved	Y
DWS Document Set #	1569136
Report Title	Ngaruawahia Community Board Resolution/Action Register

1. EXECUTIVE SUMMARY

To update the Ngaruawahia Community Board Resolution/Action Register.

2. RECOMMENDATION

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

AND THAT the following items be added to the Register;

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

3. ATTACHMENTS

Project		Action required	Refer to	Updated	Action
1	Ngaruawahia: A New Era/To The Point – The Development of a Community Plan [NCB02/41/2]	Ngaruawahia: A New Era/To The Point – The Development of these Community Plans are an ongoing projects	S&S	1 Nov 2014	<i>The plan was reviewed in 2009. It is being used to inform the Ngaruawahia Structure Plan process.</i>
2	Beautifying the Riverbank [NCB03/23/10]	Ngaruawahia Community Plan 'Clean up the river and riverbanks'. Planting on River Road side.	SD	1 Dec 2015	<i>As part of Joint Management Agreement 5 year commemorations, arrangements have been made to plant the river bank site around the Old Flour Mill in May 2016. The area has been cleared and sprayed for weeds. This is a joint Waikato-Tainui and Waikato District Council project.</i>

Project		Action required	Refer to	Updated	Action
3	Green Belt [NCB1304/06/6]	Investigate proposed green belt around township.	S&S	1 May 2016	<i>The Ngaruawahia Structure Plan provides a basis to ensure that the growth and development of the town proceeds in a sustainable manner within the town's urban limit boundary. Open spaces outside of the urban limit will continue to be protected or managed in a sustainable manner as per the rules in the District Plan. There is no need for a 'green belt' per se. Outstanding natural features and landscapes (such as the Hakarimata) are protected through the Landscape Policy Area in the District Plan.</i>
4	Centennial Park toilet [NCB1302/06/8]	Installation of toilet	SD	1 August 2015	<i>Councils Toilet Strategy shows 2019/20 the year when budget allocation for Centennial Park Toilet will be provided</i>
5	Hakarimata Walkway and area development	It was suggested that a workshop could be arranged to discuss the management of the Hakarimata Range with DOC, Waikato Tainui and Waikato District Council. Council will co-ordinate this.	SD	1 May 2015	<i>Funding applications are being pursued by Community Board working group for planting and Waharoa at the entrance of the stairway.</i>
5b	Wedding Quarry	Wedding Quarry – over spraying of the quarry appears to be causing erosion and is visually unpleasant, is there anything that can be done about this?	CS	1 August 2015	<i>Council is unable to undertake any formal action for activity. There is no breach of the District Plan. We understand that it is for weed control purposes and is authorised by Waikato Regional Council. Slip noted and followed up via Works and Issues report.</i>
6	Heritage Walkway [NCB1304/06/6]	Investigate the possibility of connecting the heritage walkway with the Te Awa Cycleway. Final plan to go to Community Board, with signage example.	SD	1 August 2016	<i>The funding is now achieved to complete the Te Awa section through to Horotiu with planned completion by Christmas. Mrs Diamond to work with Te Awa manager to ensure continuity of the Ngaruawahia heritage signage.</i>
7	Beach area on Waipa River in relation to launching canoes particularly for the Waipa School	A beach area on Waipa river is suggested to enable Waipa Primary students access to the river for waka-ama and other water sports.	S&S	1 August 2016	<i>Mr Sherson and Mr Ayres to develop a plan and costings.</i>

Project		Action required	Refer to	Updated	Action
8	Adult fitness centre	The adult fitness centre would install fitness equipment on the petanque court at the Point to encourage adults to exercise as part of the cycle way and the Hakarimata stairs.	SD	1 May 2016	<i>Funding applications pending to the Community Wellbeing trust following strong community support for the proposal. Discussion with Council regarding location needs to occur.</i>
9	Te Mana o Te Rangi Reserve development	The beautification of the old dump site to enable recreational enjoyment and to comply with the landfill aftercare management plan.	SD	1 August 2016	<i>A copy of the draft Aftercare Management Plan has been emailed to the Community Board. There is no clear guidance in the document regarding what planting restrictions apply. A specialist study will be required to clarify this. Council's Parks & Reserves team may be able to do this in the next financial year, if the Board wants this work done sooner they will need to commission this work.</i>