

Agenda for a meeting of the Taupiri Community Board to be held in the Memorial Hall, Greenlane Road, Taupiri on **MONDAY 9 MAY 2016**, commencing at **6.30pm**.

*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**

**3. DISCLOSURES OF INTEREST**

**4. CONFIRMATION OF MINUTES**

Meeting held on 14 March 2016 2

**5. MATTERS ARISING FROM MINUTES**

**6. REPORTS**

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| 6.1 | Refuse and Recycling Changes                  | 7      |
| 6.2 | Draft Plaques, Memorials and Monuments Policy | 8      |
| 6.3 | Discretionary Fund Report ro 26 April 2016    | 18     |
| 6.4 | Annual Plan 2016/2017                         | 20     |
| 6.5 | Taupiri Works and Issues Report               | 24     |
| 6.6 | Taupiri Community Workshop                    | 25     |
| 6.7 | Chairperson's Report                          | 28     |
| 6.8 | Councillors' Report                           | Verbal |

**GJ Ion**  
**CHIEF EXECUTIVE**

Agenda2016\TCB\160509\_TCB\_AgendaOP.docx

## Open Meeting

|                                 |                                  |
|---------------------------------|----------------------------------|
| <b>To</b>                       | Taupiri Community Board          |
| <b>From</b>                     | GJ Ion<br>Chief Executive        |
| <b>Date</b>                     | 22 March 2016                    |
| <b>Prepared By</b>              | JP Davies<br>Committee Secretary |
| <b>Chief Executive Approved</b> | Y                                |
| <b>DWS Document Set #</b>       | 1480027                          |
| <b>Report Title</b>             | <b>Confirmation of Minutes</b>   |

### 1. Executive Summary

The minutes of a meeting of the Taupiri Community Board held on Monday 14 March 2016 are submitted for confirmation.

### 2. Recommendation

**THAT the minutes of a meeting of the Taupiri Community Board held on Monday 14 March 2016 be confirmed as a true and correct record of that meeting.**

Attachments: Minutes



**MINUTES** of a meeting of the Taupiri Community Board held in the Memorial Hall, Greenlane Road, Taupiri on **MONDAY 14 MARCH 2016** commencing at **6.30pm**.

Present                    Mr K Clewlow (Chairperson)  
                                  Cr J Gibb  
                                  Mrs E Gouk  
                                  Mr WF Hansen  
                                  Mrs K Kohu  
                                  Mr H Lovell [*until 7.37pm*]  
                                  Cr MR Solomon

Attending                Ms S Duignan (General Manager Customer Support)  
                                  Mrs RJ Gray (Council Support Manager)  
                                  2 members of the public

**TCB1603/01                APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Mrs Kohu/Cr Gibb)**

**THAT** an apology be received from and leave of absence granted to Ms Ross.

**CARRIED on the voices**

**TCB1603/02                CONFIRMATION OF STATUS OF AGENDA ITEMS**

TCB1603/02/1            **Resolved: (Cr Gibb/Mr Lovell)**

**THAT** the agenda for the meeting of the Taupiri Community Board held on Monday 14 March 2016 be confirmed and all items therein be considered in open meeting.

**CARRIED on the voices**

**TCB1603/03                DISCLOSURES OF INTEREST**

There were no declarations of interest noted.

**TCBI603/04      CONFIRMATION OF MINUTES****Resolved: (Mrs Kohu/Mrs Gouk)****THAT** the minutes of a meeting of the Taupiri Community Board held on Monday 15 February 2016 be confirmed as a true and correct record of that meeting.**CARRIED on the voices****TCBI603/05      MATTERS ARISING FROM THE MINUTES**

There were no matters arising from the minutes.

**TCBI603/06      REPORTS**TCBI603/06/1      Discretionary Fund Report to 29 February 2016  
Item 6.1**Resolved: (Mrs Gouk/Mr Hansen)****THAT** the report of the General Manager Strategy & Support – *Discretionary Fund Report to 29 February 2016* – be received.**CARRIED on the voices**TCBI603/06/1/1      **Resolved: (Mrs Gouk/Mrs Kohu)****THAT** Resolution no TCB 1512/06/2 [*Bouquet of flowers*] for \$50 and Resolution no TCBI512/06/3/2 [*New Year Function*], for \$250, be returned to the discretionary fund pool.**CARRIED on the voices**TCBI603/06/2      Freedom Camping Bylaw  
Item 6.2**Resolved: (Mr Hansen/Mrs Kohu)****THAT** the report of the General Manager Customer Support – *Freedom Camping Bylaw* – be received;**AND THAT** the Community Board provided feedback to the General Manager Customer Support at the meeting held on 14 March 2016.**CARRIED on the voices**

TCBI603/06/3 Taupiri Issues and Works Report  
Item 6.3

Additional item:

- murals for repeater station. Chair awaiting response from Chorus.

**Resolved: (Cr Gibb/Mr Lovell)**

**THAT the report of the General Manager Customer Support – *Taupiri Issues and Works Report* – dated 1 March 2016 be received.**

**CARRIED on the voices**

TCBI603/06/4 Taupiri Cemetery Fencing  
Item 6.4

**Resolved: (Mrs Kohu/Cr Gibb)**

**THAT the report of the General Manager Customer Support – *Taupiri Cemetery Fencing* – dated 1 March 2016 be received.**

**CARRIED on the voices**

Mr Lovell retired from the meeting at 7.37pm prior to discussion on the following item.

TCBI603/06/5 Ngaruawahia, Taupiri, Horotiu, Te Kowhai and Glen Massey Structure Plan  
Item 6.5

**Resolved: (Mrs Kohu/Mr Hansen)**

**THAT the report of the General Manager Strategy & Support – *Ngaruawahia Taupiri, Horotiu, Te Kowhai and Glen Massey Structure Plan Update* - be received;**

**AND THAT the following feedback be provided to Council from the discussion held:**

- **Change rural zoning of land to country living to the east side of the new expressway and from the expressway to the bridge across Gordonton Road to the Komakorou stream.**
- **Develop area alongside Bob Byrne Park for camping.**
- **Support rezoning for more residential land.**

**CARRIED on the voices**



### **Open Meeting**

|                                 |  |
|---------------------------------|--|
| <b>To</b>                       | All Community Boards (excluding Raglan) and Community Committees |
| <b>From</b>                     | TN Harty<br>General Manager Service Delivery                     |
| <b>Date</b>                     | 3 March 2016   |
| <b>Prepared by</b>              | M McIntyre<br>Operations Team Leader, Waters                     |
| <b>Chief Executive Approved</b> | Y  |
| <b>DWS Document Set #</b>       | 1498560  |
| <b>Report Title</b>             | Refuse and Recycling Changes                                     |

## **1 Executive Summary**

This report is to advise the Board/Committee 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<br>General Manager Service Delivery   |
| <b>Date</b>                     | 19 April 2016                                  |
| <b>Prepared By</b>              | G Bailey<br>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>                       | Taupiri Community Board                             |
| <b>From</b>                     | T G Whittaker<br>General Manager Strategy & Support |
| <b>Date</b>                     | 26 April 2016                                       |
| <b>Prepared by</b>              | J Calambuhay<br>Management Accountant               |
| <b>Chief Executive Approved</b> | Y   |
| <b>DWS Document Set #</b>       | 1505846   |
| <b>Report Title</b>             | Discretionary Fund Report to 26 April 2016          |

**1. EXECUTIVE SUMMARY**

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The purpose of this report is to update the Board on the Discretionary Fund to 26 April 2016.

**2. RECOMMENDATION**

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**THAT the report from the General Manager Strategy & Support – Discretionary Fund Report to 26 April 2016 – be received.**

**3. ATTACHMENTS**

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Discretionary Fund Report to 26 April 2016

**TAUPIRI COMMUNITY BOARD DISCRETIONARY FUND 2015/2016**

|  |                               |
|--|-------------------------------|
|  | <b>GL 1.208.1704</b>          |
| <b>2015/16 Annual Plan</b>   | 1,624.00                      |
| <b>Carry forward from 2014/15</b>  | 6,076.00                      |
| <b>Total Funding</b>   | <u><b>7,700.00</b></u>        |
| <b>Expenditure</b>   |                               |
| 01-Dec-2015 Taupiri Bowling Club Inc. - cost of re-painting the windows of the Club's facility<br>and the fence surrounding the bowling green area | 500.00                        |
| <b>Total Expenditure</b>   | <u>500.00</u>                 |
| <b>Income</b>  |                               |
| 21-Apr-16 E Gouk   | 541.17                        |
| <b>Total Income</b>  | <u>541.17</u>                 |
| <b>Net Expenditure</b>   | <u><u>(41.17)</u></u>         |
| <b>Net Funding Remaining (Excluding commitments)</b>   | <u><u><b>7,741.17</b></u></u> |
| <b>Commitments</b>   |                               |
| <b>Total Commitments</b>   | <u>-</u>                      |
| <b>Net Funding Remaining (Including commitments) as of 26 April 2016</b>   | <u><u><b>7,741.17</b></u></u> |

### **Open Meeting**

|                                 |  |
|---------------------------------|--|
| <b>To</b>                       | Taupiri Community Board                            |
| <b>From</b>                     | TG Whittaker<br>General Manager Strategy & Support |
| <b>Date</b>                     | 26 April 2016                                      |
| <b>Prepared by</b>              | S Monrad<br>Corporate Planner                      |
| <b>Chief Executive Approved</b> | Y  |
| <b>DWS Document Set #</b>       | 1503615  |
| <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 Ngaruawahia ward outlining the annual plan process. Council also attended the Ngaruawahia Market day on 10 April to engage with the community around the content of that flyer (attachment 1) and the ward map which identifies what projects are planned (attachment 2).

Communication was sent to the Community Board 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: Ngaruawahia 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.

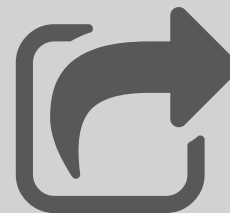
- The projects that the community agreed on as part of our Long Term Plan haven't changed.
- We'll still prepare an Annual Plan but we won't be preparing a consultation document. This allows us to focus on those Long Term Plan projects.
- We'll still be engaging with you on relevant projects. This allows 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**



[www.waikatodistrict.govt.nz](http://www.waikatodistrict.govt.nz)

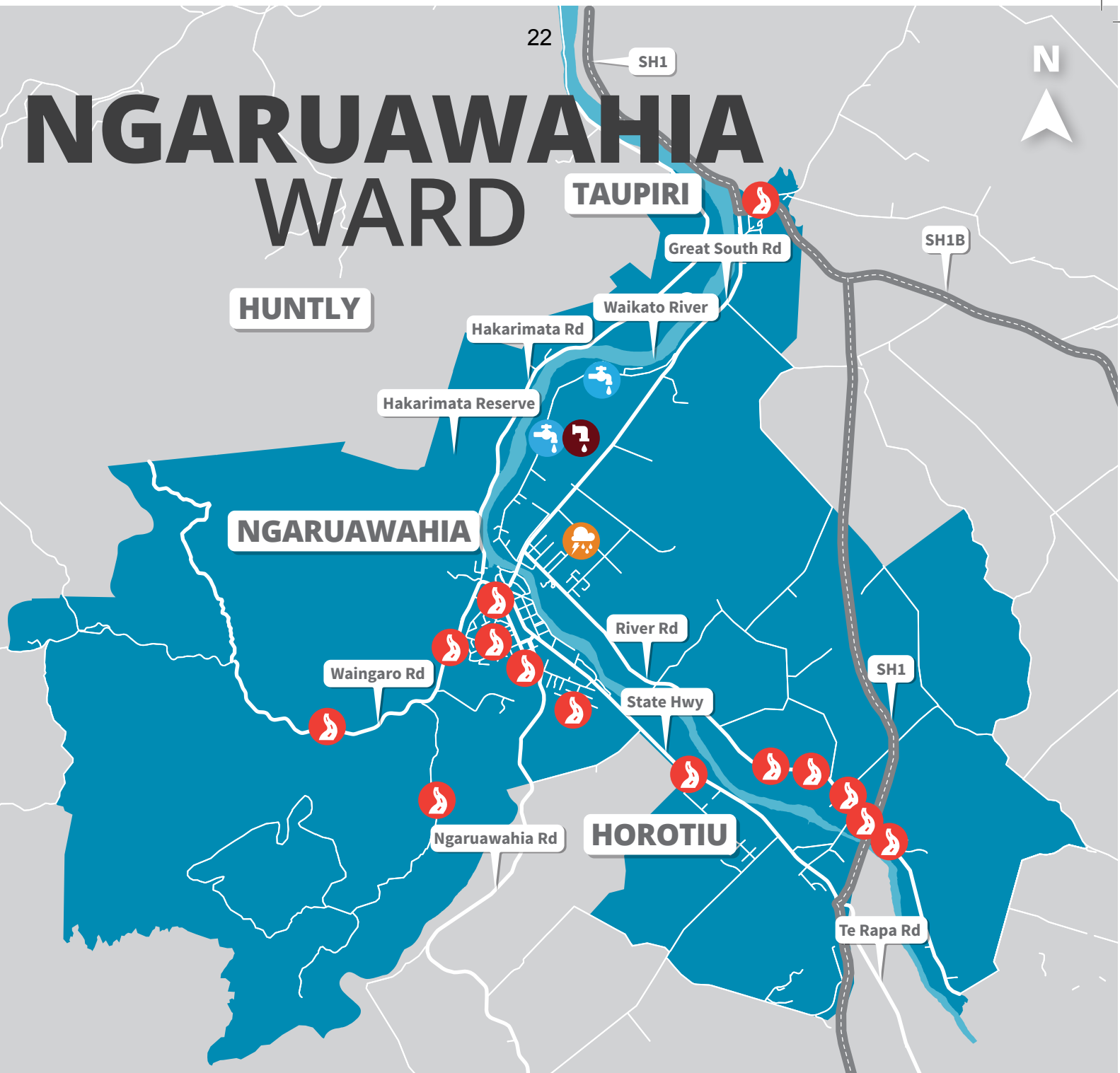


[www.facebook.com/waikatodistrictcouncil](https://www.facebook.com/waikatodistrictcouncil)



[consult@waidc.govt.nz](mailto:consult@waidc.govt.nz)

# NGARUAWAHIA WARD



## KEY



Storm Water



Water Supply



Roading



Waste Water

## KEY NGARUAWAHIA PROJECTS FOR 2016/17

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

These include:

- 13km of road resurfacing
- \$75,000 of lighting improvements.

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:



[www.waikatodistrict.govt.nz](http://www.waikatodistrict.govt.nz)



[www.facebook.com/waikatodistrictcouncil](https://www.facebook.com/waikatodistrictcouncil)



[consult@waidc.govt.nz](mailto:consult@waidc.govt.nz)

### Open Meeting

|                                 |   |
|---------------------------------|---|
| <b>To</b>                       | Taupiri Community Board                                 |
| <b>From</b>                     | R MacCulloch<br>Acting General Manager Customer Support |
| <b>Date</b>                     | 1 May 2016  |
| <b>Chief Executive Approved</b> | Y   |
| <b>DWS Document Set #</b>       | I505722   |
| <b>Report Title</b>             | Taupiri Works and Issues Report                         |

## 1. EXECUTIVE SUMMARY

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

## 2. RECOMMENDATION

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

## 3. ATTACHMENTS

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|   | Issue   | Area             | Action  |
|---|---|------------------|---|
| 1 | Chorus repeater station would be a suitable site for a mural. Chairperson to follow up with Chorus.           | TCB              |   |
| 2 | Gordonton Road slip road – Button Lane was the suggested name from the Community Board – please advise status | Service Delivery | A report is going to the 10 May Infrastructure Committee to approve the Taupiri Community's Board's preferred name choice of Button Lane. |



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### **Open Meeting**

|                                 |  |
|---------------------------------|--|
| <b>To</b>                       | Taupiri Community Board                    |
| <b>From</b>                     | K Clewlow<br>Taupiri Community Board Chair |
| <b>Date</b>                     | 26 April 2016                              |
| <b>Prepared by</b>              | RJ Gray<br>Council Support Manager         |
| <b>Chief Executive Approved</b> | Y  |
| <b>DWS Document Set #</b>       | 1504171                                    |
| <b>Report Title</b>             | Taupiri Community Workshop                 |

### **1. EXECUTIVE SUMMARY**

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A community workshop was held recently in Taupiri and the minutes are attached for your information.

### **2. RECOMMENDATION**

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**THAT** the report from the Chairperson be received.

### **3. ATTACHMENTS**

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Minutes of the community workshop.

## TAUPIRI COMMUNITY BOARD

April 11<sup>th</sup> 2016

A meeting of the general Taupiri Community was called to discuss the future of the Taupiri district, with suggestions for possible future projects.

Present; Barry George, Fred Maira, Moera Solomon, Tuiti Tamati, Elva Gouk, Julie Lynch, Bill Lynch, Raewyn Lambie, Alex Lambie, Howard Lovell, Major Herewini, Janet Gibb, Daniel Smith, Cherie van Schravendyke-Goodman, Julian Williams, David Keti, Meni Anania, Janene Harris, Paul Harris, Caroline Landon, Julie Ross, Ken Clewlow, Fred Hansen.

The Meeting was chaired by Ken Clewlow

The Agenda to include

- Wharf restoration
- Caravan Park
- Walkways
- Mangawara bridge
- Health and safety laws
- Changes to TCB boundaries
- Road and village signs
- Taupiri youth

The newly enacted laws concerning Health and safety were brought to the attention of the Meeting with the changes that could relate to local residents. All should make themselves aware of these changes and it was suggested that the most effective way was to download them from the internet.

Elva Gouk spoke on the restoration of the local wharf, the possible establishment of a caravan park and a walkway giving access to the river from Gt South rd.

These topics were discussed at some length and it was recognised the local wharf would be an expensive undertaking probably beyond the scope of local residents alone.

The establishment of the caravan park, possibly connected to Bob Byrne park was put forward as a possible future venture, no decision was forthcoming on this.

Cherie van Schravendyke-Goodman suggested that because a project was expensive, vis a vis the Wharf and Caravan park, this should not be the final arbiter as to its construction.

The walkway giving access to the river was not, as yet finally established and discussion will be continuing as to its position and usage.

Jullian Williams, a member of the Stakeholders Committee of the proposed Mangawara bridge gave an update on the progress so far.

The bridge has funding from Waikato -Tainui,NZTA,KiwiRail and Waikato District Council.

Ample parking will be established on the Urupa side of the river so Watts Grove residents will not too inconvenienced during the heavy traffic days.

Building will commenced in July with an anticipated opening date of January 2017.

It was agreed that signage on both major and subsidiary roads should be more prominent, especially those welcoming travellers, tourists etc.

With the building of the new roading system surrounding Taupiri this is increasingly necessary.

It was evident from many comments during the meeting that the involvement of youth activities in Taupiri,both in local community affairs and sporting areas be greatly encouraged.

The possibility of a local youth member being co-opted to the Community Board to be investigated.

Barrie George suggested Waka Ama training with the possibility of building their own waka

The costs of running the Community Board were touched on ,as was the extension of the physical boundaries of the Board.

A suggestion from Fred Hansen was that all who pay rates for the upkeep of the local halls should be in the TCB area

A further suggestion that the Community Board area be the same as the catchment area for Taupiri School.

Cherie van Schravendyke-Goodman proposed that a further meeting be held, possible in July as part of the Community Board calender to further consider tonight's suggestion, plus include a workshop and to form a strategy that will enable Taupiri to move forward, both economically and socially

The Meeting closed at 8.05

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### **Open Meeting**

|                                 |                                    |
|---------------------------------|------------------------------------|
| <b>To</b>                       | Taupiri Community Board            |
| <b>From</b>                     | GJ Ion<br>Chief Executive          |
| <b>Date</b>                     | 26 April 2016                      |
| <b>Prepared by</b>              | RJ Gray<br>Council Support Manager |
| <b>Chief Executive Approved</b> | Y                                  |
| <b>DWS Document Set #</b>       | 1504153                            |
| <b>Report Title</b>             | Chairperson's Report               |

## **I. EXECUTIVE SUMMARY**

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Items for discussion include the following:

- Proposed Cemeteries Bylaw: comments required if a submission is to be made.
- Proposed Reserves and Beaches Bylaw: comments required if a submission is to be made.
- Proposed Freedom Camping Bylaw: additional comments, if any, required if a submission is to be made.
- Draft Structure Plan: a table of comments is attached for prioritising the community listed projects.

## **2. RECOMMENDATION**

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**THAT the report from the Chairperson be received.**

## **3. ATTACHMENTS**

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Draft Structure Plan Document

**sueandken**

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**From:** "Betty Connolly" <Betty.Connolly@waidc.govt.nz>  
**Date:** Friday, 22 April 2016 11:58 a.m.  
**To:** "Ken Clewlow" <Tipton@clear.net.nz>  
**Attach:** TCB SP aspirations table.docx

Good morning Mr Clewlow

Attached is a document which has the comments from the community included in a table. These comments will be taken into consideration in the draft structure plan document. To help us formulate the community aspirations in this document, the committee may like to prioritise these to feed into this document. Any feedback to this document would be appreciated.

The draft structure plan document is still being finalised and will be circulated to the interested parties in June.

Any queries please contact either David Totman or myself.

Regards

**Betty Connolly**

**Senior Policy Planner**

**Waikato District Council**

■ P 07 824 8633 ■ F 07 824 8091 ■ Call Free 0800 492 452 ■ DDI 07 824 5760

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## Taupiri Community Board July 2014

| Subject             | Project  | Responsibility     | Legislative context | Time | Priority |
|---------------------|--|--------------------|---------------------|------|----------|
| <b>Connectivity</b> | Cycleway/Walkway from Hopuhopu to Taupiri township (this used to be there school children use this link)   | WDC/Roading        | LGA                 |      |          |
|                     | Access across the railway (kiwi rail need to upgrade the bridge and have spoken to the community board where they presented options) his name is Robin Scott   | Kiwi Rail          | Private             |      |          |
|                     | Access over SH1 to the cemetery  | NZTA               | Operations          |      |          |
|                     | Access down Orini road   | WDC/Roading        | Operations          |      |          |
|                     | A centre yellow line down the former SH1 for no passing  | WDC/Roading        | Operations          |      |          |
|                     | Would like a barrier on the school side of the roundabout  | NZTA               | Operations          |      |          |
|                     |  |                    |                     |      |          |
| <b>Amenity</b>      | Would like a farming theme   | Community          | Community Plan      |      |          |
|                     | Build on the sporting complex theme  | WDC/P&F            | Community Plan      |      |          |
|                     | Car parking at the recreation centre and rugby club rooms is insufficient. The over spills from the netball goes into the Rugby site and this car park needs sealing. Even though it is private ownership council should look into this because they have not provided enough parking for the netball. | WDC/P&F            | Operations          |      |          |
|                     | Keep wide open spaces  | P&S                | Community Plan      |      |          |
|                     | Toilets needed at the Gordonton road cemetery  | Parks & Facilities | Community Plan      |      |          |
|                     | Toilets at Bob Burn Memorial park needs upgrading  | Parks & Facilities | Community Plan      |      |          |
|                     |  |                    |                     |      |          |
| <b>Town Centre</b>  | Main street should be Te Putu street   | Community          | Roading             |      |          |
|                     | Need more commercial   | Economic/P&S       | Community           |      |          |
|                     | Would like an information board  | Community          | Community Plan      |      |          |
|                     | Link the current businesses  | P&S                |                     |      |          |
|                     | Make the town centre pretty  | TCB/P&F/Roads      | Operations          |      |          |

|                           |   |                  |                  |  |  |
|---------------------------|---|------------------|------------------|--|--|
|                           | Planting height restriction no flax/grasses   | Parks&Facilities | Operations       |  |  |
|                           | Island at the end of Te Putu Street needs to be concrete  | Roads            | Operations       |  |  |
| <b>Signage</b>            | New town signs (4 entrances)  | Community/P&F    | Community Plan   |  |  |
|                           | Information board   | WDC & TCB        | Community Plan   |  |  |
|                           | The end if the road reflector is down on Murphy Lane  | ????             | Operations       |  |  |
|                           | Would like a sign at either end of Te Putu Street saying; Rec Reserve, Main Street, Pub, Cemetery                                       | Roads            | Community Plan   |  |  |
|                           | Will the NZTA signage change now that it is no longer SH1 the entrance into Ngaruawahia has no English on it, this is not good          | Roads            | Operations       |  |  |
| <b>Heritage</b>           | There is a lady called Gladis Button who is leaving town and has a lot of heritage information, Think she has been in touch with Sheryl | Community/WDC    | P&S              |  |  |
|                           | Elva dropped off a leather suitcase full of documents   | WDC              | P&S              |  |  |
| <b>Council Facilities</b> | Water and waste water extension is required   | WDC/Developer    | Service Delivery |  |  |
| <b>Former SH1</b>         | Walkway to Hopuhopu required  | Roads            | Road operations  |  |  |
|                           | See signage notes and find out what is happening with the signage policy  | Communications   | Community plan   |  |  |
|                           | Beautification needs to be done   | TCB/Roads/P&F    | Road operations  |  |  |