

Agenda for a meeting of the Huntly Community Board to be held in the Riverside Room, Civic Centre, Main Street, Huntly on **TUESDAY 21 NOVEMBER 2017** commencing at **6.00pm**.

Note: A public forum will be held at 5.45pm prior to the commencement of the meeting.

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

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5.13 Chairperson's Report

Verbal

5.14 Councillors' and Community Board Members' Reports

Verbal

Gj Ion

CHIEF EXECUTIVE

Agenda2017\HCB\171121 HCB OP.dot

Open Meeting

To	Huntly Community Board
From	Gavin Ion Chief Executive
Date	20 September 2017
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference/Doc Set #	GOV1318
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of the Huntly Community Board meeting held on Tuesday 19 September 2017.

2. RECOMMENDATION

THAT the minutes of the meeting of the Huntly Community Board held on Tuesday 19 September 2017 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

HCB minutes 19 September 2017

MINUTES of a meeting of the Huntly Community Board held in the Riverside Room, Civic Centre, Main Street, Huntly on **TUESDAY 19 SEPTEMBER 2017** commencing at **6.29pm**.

Present:

Ms K Bredenbeck (Chairperson)
Cr S Lynch
Cr F McNally
Mr R Farrar
Mrs D Lamb
Mr C Rees

Attending:

His Worship the Mayor AM Sanson
Cr E Patterson
Mr T Whittaker (General Manager Strategy & Support)
Mrs L Wainwright (Committee Secretary)
Mr L Cotter (Youth Representative)
Ms P Comins (Youth Representative)
Constable J Ferguson (Neighbourhood Policing Team)
Ms S Marinkovich (Waikato Regional Council)
Members of the public

ELECTION OF CHAIRPERSON

The General Manager Strategy & Support called for nominations for a Chairperson for this meeting.

One nomination was received.

Ms Bredenbeck was nominated by Cr Lynch and seconded by Mrs Lamb.

As there was only one nomination, the General Manager Strategy & Support duly declared Ms Bredenbeck elected as the Chairperson for this meeting.

Resolved: (Cr Lynch/Mrs Lamb)

THAT Ms Bredenbeck be appointed as Chairperson for this meeting.

CARRIED on the voices

HCBI709/01

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Ms Bredenbeck/Mrs Lamb)

THAT an apology be received from Ms Langlands and Mrs Stewart.

CARRIED on the voices

HCBI709/02

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Cr Lynch/Ms Bredenbeck)

THAT the agenda for a meeting of the Huntly Community Board held on Tuesday 19 September 2017 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received;

AND FURTHER THAT the following matter be discussed at an appropriate time during the course of the meeting;

- **NZ Police Update**

AND FURTHER THAT in accordance with Standing Order 9.4 the order of business be changed with agenda item 6.6 [*Huntly Memorial Hall Consultation*] being considered after agenda item 6.2;

AND FURTHER THAT the Board resolves that the following items be withdrawn from the agenda:

- **Item No. 6.8 Chairperson's Report**

AND FURTHER THAT the youth representatives be given full speaking rights for the duration of the meeting.

CARRIED on the voices

HCBI709/03

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES**Resolved: (Crs Lynch/McInally)**

THAT the minutes of a meeting of the Huntly Community Board held on Tuesday 15 August 2017 be confirmed as a true and correct record of that meeting.

CARRIED on the voices**HCBI709/04****REPORTS**NZ Police Update

Add. Item

Constable Ferguson gave a verbal presentation and answered questions of the Board.

Update on North Waikato Public Transport Review

Agenda Item 6.1

Tabled Item: Transport Information

The Waikato Regional Council representative gave a verbal presentation and answered questions of the Board.

The report was received [*HCBI 709/03 refers*] and discussion was held.

Proposed 2017 Amendments to the Waikato District Council Speed Limits Bylaw 2011

Agenda Item 6.2

The report was received [*HCBI 709/03 refers*] and discussion was held.

Huntly Memorial Hall Consultation

Agenda Item 6.6

The report was received [*HCBI 709/03 refers*] and discussion was held.

Resolved: (Ms Bredenbeck/Cr McInally)

THAT the Huntly Community Board acknowledges the feedback received from the community on the future of the Huntly Memorial Hall;

AND THAT the Huntly Community Board commits to working with the Community Facilities project team to determine future opportunities for community facilities in Huntly.

CARRIED on the voices**HCBI709/05**

Long Term Plan State of Play
Agenda Item 6.3

Tabled Item: LTP – where are we at?

The General Manager Strategy & Support gave a verbal presentation and answered questions of the Board.

The report was received [*HCBI 709/03 refers*] and discussion was held.

Discretionary Fund Report to 31 August 2017
Agenda Item 6.4

The report was received [*HCBI 709/03 refers*] and discussion was held.

Resolved: (Mrs Lamb/Mr Rees)

THAT the remaining balance of \$65.15 for the End of Year Triennium Function (Resolution No. *HCBI 606/04/111 refers*) be returned to the discretionary fund.

CARRIED on the voices

HCBI 709/06

Huntly Works & Issues Report: Status of Items September 2017
Agenda Item 6.5

The report was received [*HCBI 709/03 refers*] and discussion was held.

Public Forum
Agenda Item 6.7

The following items were discussed at the public forum:

- Funding required for Growing Swags Angels group to hold a Christmas function
- Huntly Memorial Hall

Chairperson's Report
Agenda Item 6.8

This item was withdrawn from the agenda.

Open Meeting

To	Huntly Community Board
From	Gavin Ion Chief Executive
Date	8 November 2017
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV0514
Report Title	NZ Police Update

1. EXECUTIVE SUMMARY

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

2. RECOMMENDATION

THAT the report from the Chief Executive be received.

Open Meeting

To	Huntly Community Board
From	Tony Whittaker General Manager Strategy & Support
Date	01 November 2017
Prepared by	Shannon Kelly Youth Engagement Update
Chief Executive Approved	Y
Reference #	GOV0505 / 1850556
Report Title	Youth Engagement Update November 2017

1. EXECUTIVE SUMMARY

The purpose of this report is to provide the Huntly Community Board with an update from Council's Youth Engagement Advisor.

2. RECOMMENDATION

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

3. UPDATE

Council acknowledges the work and leadership of Huntly Youth Representatives, Phoebe Comins and Logan Cotter. Council also thanks Councillor Lynch, Katrina Langland, and Corey Rees for their support in developing and encouraging youth participation on the Community Board. The Huntly Youth Action Group are also acknowledged for their hard work throughout 2017 and for coordinating their very first event, the Huntly CreativeCon.

The Huntly Community Board requires two youth representatives for 2018. Council's Youth Engagement Advisor is awaiting feedback regarding any suitable young person who could be nominated to represent the youth voice in Huntly.

A lunch is being held on Wednesday, 29 November to acknowledge all youth representatives and youth mentors, and celebrate the projects and the achievements of the youth action groups.

Through the review of the Youth Engagement Plan, new ways to better engage with young people in our communities were identified. Huntly has identified existing leaders in youth and community groups, who can meet with the youth representative (when appointed) to feed issues through to the Community Board.

4. ATTACHMENTS

Positive Youth Related Media for Huntly

POSITIVE YOUTH RELATED MEDIA FOR HUNTLY

Scholarship Recipient

Year 13 Student Leader, **Phoebe Comins**, has been chosen as the recipient of the 2018 David Johnstone Trust Scholarship. Phoebe will be studying for a New Zealand Diploma in Architectural Technology at Wintec in 2018 and the \$8,000.00 she receives will be of immense benefit to her.

The **David Johnstone Charitable Trust** was established by the late David Johnstone in the 1980s to provide educational support for students from Waikato secondary schools beginning their tertiary studies at the University of Waikato and the Waikato Institute of Technology. Since 1997 the Trust has paid over \$4 million to over 500 students.

Huntly College wishes to congratulate Phoebe and acknowledge the support Huntly College continues to receive from the David Johnstone Charitable Trust.

Rosemary Curle - Year 12/13 Dean



- North Waikato News, 02/08/2017

WDC project helps students

A partnership between Waikato District Council and Wintec is set to help create employment opportunities for civil engineering students

The two organisations will launch a cadetship programme next year to develop students through a focused programme of on-the-job work packages and specific training.

"We're delighted to work with Wintec on this scheme and we regard this as an effective recruitment tool," council service delivery general manager Tim Harty said. The cadetship will provide real-life practical experiences as well as the opportunity to be immersed in a range of areas relevant to the cadet's specific area of study."

The scheme is open to Wintec students studying the civil elements of the NZ Diploma in Engineering and the Bachelor of Engineering Technology courses. Students will work and study

part-time for two years before completing one year of bonded employment with the council.

Successful cadets will be placed in teams including road-ing, waters, parks and facilities, land development, and programme delivery. As well as gaining practical experience, they will learn skills in project management, managing budgets, ethics and contract management. They will also be supported by mentors throughout the programme.

Wintec chief executive Mark Flowers said the scheme was a "win-win" for all involved. "For our students it's a great opportunity to study and work in a real-world environment and get the benefits of having employment in their chosen career path."

The council will be paying successful applicants a salary during the cadetships, as well as funding course fees.

Open Meeting

To	Huntly Community Board
From	Tony Whittaker General Manager Strategy & Support
Date	07 November 2017
Prepared by	Juliene Calambuhay Management Accountant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0505 / 1849344
Report Title	Discretionary Fund Report to 07 November 2017

1. EXECUTIVE SUMMARY

To update the Board on the Discretionary Fund Report to 07 November 2017.

2. RECOMMENDATION

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

3. ATTACHMENTS

Discretionary Fund Report to 07 November 2017

HUNTLY COMMUNITY BOARD DISCRETIONARY FUND 2017/2018

	GL	GL I.204.1704
2017/18 Annual Plan		24,026.00
Carry forward from 2016/17		26,842.38
Total Funding		50,868.38
Expenditure	Resolution No.	
1/07/2017 R Thurston - for vehicle running costs in removing graffiti - July 2017	HCBI706/05	400.00
7/07/2017 Haven Signs Huntly - PVC stencils for footpath signage	HCBI606/03/1	150.00
1/08/2017 R Thurston - for vehicle running costs in removing graffiti - August 2017	HCBI706/05	400.00
1/09/2017 R Thurston - for vehicle running costs in removing graffiti - September 2017	HCBI706/05	400.00
1/10/2017 R Thurston - for vehicle running costs in removing graffiti - October 2017	HCBI706/05	400.00
2/10/2017 Dynamic Media - Development of Huntly community plan	HCBI705/08	9,167.00
Total Expenditure		10,917.00
Net Funding Remaining (Excluding commitments)		39,951.38
Commitments		
21/06/2016 Commitment for placemaking projects (HCBI606/03/1)	15,000.00	
Less: Expenses	1,885.67	13,114.33
15/11/2016 End of year function following December meeting (HCBI611/09/2/2)		200.00
21/02/2017 Huntly Christmas related activities (HCBI702/04) - recurring		3,800.00
20/06/2017 Robin Thurston - for vehicle running costs in removing graffiti (HCBI706/05)	4,800.00	
Less: Expenses	1,600.00	3,200.00
Total Commitments		20,314.33
Net Funding Remaining (Including commitments) as of 07 November 2017		19,637.05

Open Meeting

To	Huntly Community Board
From	Tony Whittaker General Manager Strategy & Support
Date	24 October 2017
Prepared by	Lianne van den Bemd Community Development Advisor
Chief Executive Approved	Y
DWS Document Set #	CDR0502 / 1845690
Report Title	Application for Funding – Lakeside Christian Life Centre

1. EXECUTIVE SUMMARY

The purpose of this report is to present an application for funding from Lakeside Christian Life Centre towards the cost of a Community Christmas Carols event.

2. RECOMMENDATION

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

AND THAT an allocation of \$..... is made to Lakeside Christian Life Centre towards the cost of a Community Christmas Carols event;

OR

AND THAT the request from Lakeside Christian Life Centre towards the cost of a Community Christmas Carols event is declined / deferred until for the following reasons:

3. BACKGROUND

Community Christmas Carols is an annual event for the Lakeside Christian Centre. Church members, local talent, local schools and volunteers assist in putting on a memorable evening of singing and celebrating Christmas for Huntly and surrounding communities.

The event is to take place on Sunday, 03 December 2017 at 1 Emmanuel Place, Huntly.

4. OPTIONS CONSIDERED

- 1) That the application is approved and an allocation of partial or full funding requested be 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 \$5,188.73. The Lakeside Christian Life Centre is seeking funding of \$5,188.73 towards the cost of spot prizes, food, beverages, advertising and the hiring of an air condition unit.

GST Registered			Yes
Set of Accounts supplied			Yes
Previous funding has been received by this organisation			Yes
Huntly Community Board	Christmas Carols	December 2016	\$1,747.95
Huntly Community Board	Christmas Carols	December 2015	\$1,676.01

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 – Lakeside Christian Life Centre



03 OCT 2017

Waikato District Council

LAKESIDE CHRISTIAN LIFE CENTRE

1 Emmanuel Place
P.O. Box 47
Huntly
New Zealand

Snr Pastor: Pastor Owen Mounsey

Ph: (07) 828 8530

Email: lakesideclc@ihug.co.nz

26th September 2017

Liane van den Bemd
Funding Co-ordinator
Waikato District Council
Private Bag 544
Ngaruawahia 3742

Dear Lianne,

Enclosed is our funding application for the 2017 Lakeside Community Christmas Carols being held on 3rd December 2017.

As you can see on this application, we have applied for funding to include a temporary air-conditioning unit. We did an installation of a temporary one last year, which we had to do, as in previous years the building got quite warm and we had children almost passing out due to the heat. This worked very well and was comfortable for all who attended.

I was wondering if you know of any other funding groups we could go to for help in obtaining other funding for this event. We know that the Community Board funds us for so much of what we are asking of which we are very grateful. We are in a limited financial situation so would like to obtain whatever funding we can to cover some of the costs involved in hosting this event. I know I have probably left it late but any help would be gratefully accepted.

If you could get back to me ASAP, as I am not sure when there are any groups available and hopefully the cut-off dates are still open. You can contact me on 027 6574622 or the above email. I would be eternally grateful for any help you can give me in this matter.

Yours faithfully,

Helen Mahon
Administrator



03 OCT 2017

Waikato District Council

LAKESIDE CHRISTIAN LIFE CENTRE

1 Emmanuel Place
P.O. Box 47
Huntly
New Zealand

Snr Pastor: Pastor Owen Mounsey

Ph: (07) 828 8530

Email: lakesideclc@ihug.co.nz

26th September 2017

Huntly Community Board
&
Waikato District Council
Ngaruawahia

Dear Sir/Madam,

Enclosed please find our application for funding for our 2017 Lakeside Community Christmas Carols being held 3rd December 2017.

As you can see this application includes a quote for temporary air-conditioning of the building. Last year we had to install this air-conditioning for the comfort of all who attended the 2016 event. We had to do this as in previous years, the building can get very humid and we had children almost passing out. The temporary installation really helped in keeping the building comfortable.

We are hoping in the years to come we will have a more permanent set-up of an air-conditioning unit for the building (subject to finances), but in the meantime we are happy to get a temporary installation

We once again thank you for your help in giving us funding for this yearly event, it is very much appreciated.

Yours faithfully,

Helen Mahon
Administrator



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.
- All applications must be on this application for funding form. We will not accept application forms that have been altered.
- Please note that incomplete applications WILL NOT be considered. All parts of the application MUST be completed and all supporting information supplied.
- The checklist on page 5 needs to be completed.

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

Lakeside Christian Life Centre

What is your organisation's purpose?

To host the annual Huntly Community Christmas Carols

Address: (Postal)

PO Box 47 Huntly 3740

Address: (Physical if different from above)

1 Emmanuel Place Huntly 3700

Contact name, phone number/s and email address

Helen Mahon 027 6574622 lakesideclca@ihg.co.nz

Charities Commission Number: (If you have one)

CC23881

Are you GST registered?

No Yes GST Number 77,789,057

Bank account details

01,0330,0013162,00

Bank

ANZ

Branch

Frankton

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 Healthy Vibrant **Section 3 – Your event/project**

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

Huntly Community Christmas Carols
1 Emmanuel Place Huntly

Who is involved in your event / project?

The communities of Huntly, Taupiri, Te
Kauwhata and all other surrounding areas

How many volunteers are involved?

50

What other groups are involved in the project?

Huntly Primary School, Kimihia School
Huntly Line Dancing

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

This event will bring all the community together.
Local talent will be performing. It will bring
families together for a fun night of entertainment

06 OCT 2017

Waikato District Council**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	\$	\$ 5188.73
Existing funds available for the project Total A Include any projected income i.e. ticket sales, merchandise etc.	\$	\$ 0-00

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.	\$	
Advertising - Chatter	\$	\$ 520-00
Advertising - NWN	\$	\$ 720-00
Sausages / Bread	\$	\$ 235.86
Drinks	\$	\$ 95.57
Spot Prizes	\$	\$ 721.65
Air-Conditioning Unit	\$	\$ 2895.65
Total Funds being sought from WDC Total B	\$	\$ 5188.73

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	\$ _____	\$ 0-00

Total Funding Applied for (Add totals A, B, and C together to make Total D) Total D	\$	\$ 5188.73
Note : This total should equal the Total Cost of the Project/Event		

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0800 274 726

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GST 10-024-870 inc gst

October 04, 2017 13:44:59 10270200106456

Invoice: 1027

*** SUSPENDED ***

Customer Details:

HELEN MAHON LAKESIDE CHRISTIAN LIFE CENTRE HUNTLY - QUOT
E ONLY
0276574622

	\$
Rice Cooker ZIP S/S 5 Cup Zip835	89.99
QUOTE ONLY	
1012755 QTY 1 @ \$89.99 EA	
Salt & Pepper Mill RH RHPK4000 S/S	89.99
QUOTE ONLY	
1071391 QTY 1 @ \$89.99 EA	
Sandwich Maker BRA BBEK1042 for 2	69.99
QUOTE ONLY	
1066866 QTY 1 @ \$69.99 EA	
Filter Jug PRE Lily 2.4lt	49.99
QUOTE ONLY	
1034673 QTY 1 @ \$49.99 EA	
Kitchen Scale WS Measuring Cup 20083	79.99
QUOTE ONLY	
1070317 QTY 1 @ \$79.99 EA	
Kettle RH Compact 1Lt 18569AU	89.99
QUOTE ONLY	
1053816 QTY 1 @ \$89.99 EA	
Flask THE Red 1lt 181892	89.99
QUOTE ONLY	
1014794 QTY 1 @ \$89.99 EA	
Flask THE Red 1lt 181892	89.99
QUOTE ONLY	
1014794 QTY 1 @ \$89.99 EA	
Plunger BOD Bistro Nouveau 1582-01 12Cup	79.99
QUOTE ONLY	
1074507 QTY 1 @ \$79.99 EA	
Toaster BRE Lift & Look BTA360CRN 2S1 Rd	99.99
QUOTE ONLY	
1076091 QTY 1 @ \$99.99 EA	
Total	\$829.90
Items 10	

*** SUSPENDED ***

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

Church members will present this evening of entertainment. Local community groups will cook and serve the sausages and will also be on car-parking duties. Church members will also do anything else that will be required to make this evening run smoothly

Section 5 – Previous Funding Received from Waikato District Council

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

What Board/ Committee	Type of Project/Event	Date received	Amount excl	Amount incl
Huntly Community	2016 Christmas Carols	20/12/16	\$1747.95	\$2010.14
Huntly Community	2015 Christmas Carols	9/12/15	\$1676.01	\$1927.41

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 - 9/1/17

Signed: H. Mahon Name: Helen Mahon

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

Signature: H. Mahon Date: 2/10/17

Position in organisation (tick which applies) Chairman Secretary Treasurer

Signature: [Signature] Date: 2/10/17

Position in organisation (tick which applies) Chairman Secretary Treasurer

Chatter

Locally Owned Community Newspaper
Circulation 8,800 Covering North Waikato

Lakeside Christian Life Centre
Attention Helen Mahon
Administrator

July 10 2017

Good afternoon Helen

Please find our quote as requested for your up and coming event
Christmas Carols.

To supply and publish one quarter page advert in full colour

\$260.00 price excludes GST *x 2*

Regards Jim & Karen Richardson
Chatter Community Newspaper

Chatter Celebrated 18 Years in Print March 2017

P.O Box 113 Te Kauwhata

email:tkchatta@xtra.co.nz

Office 07 8263 148

Jim: 0274 746867, Karen 0274 771 603

www.chatternewspaper.co.nz

FAIRFAX MEDIA NEW ZEALAND LTD



Account: LAKESIDE CHRISTIAN LIFE CENTRE

Created Date: 05/07/2017

Account Number: O221446

Quote Number: 00197016

Phone: +64 07 8288530

Prepared By: David Takimoana

Subject: LCL-WKT-CAROLAD-NOV-2017

Email: david.takimoana@fairfaxmedia.co.nz

Print						
Publication	Size	Classification	Colour	Dates	Per Insertion Cost	Total Cost
North Waikato News	18x4	Early Page,Early Page	Full Colour	15Nov2017 22Nov2017 29Nov2017	300.00	900.00
North Waikato News	18x4	Early Page,Early Page	Full Colour	15Nov2017 29Nov2017	360.00	720.00
North Waikato News	18x4	Early Page,Early Page	Full Colour	08Nov2017 15Nov2017 22Nov2017 29Nov2017	260.00	1040.00

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Inbox

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Drafts

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Lakeside CLC



Mad Butcher Chartwell <mbchartwell@xtra.co.nz>
to me

Hi Halen

as requested.

600 sausages \$182.60

35 bread \$53.26

please prices exclude gst

Thanks Wayne

Chartwell Mad Butcher

Lyndon Court

Chartwell

Hamilton

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Huntly

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	THOMEBRAND SOFT DRINKVARIETY 24X350ML		
	TQty 10 @ \$10.99 ea		109.90
T10	SUBTOTAL		\$109.90
T			
T	TOTAL		\$109.90
T	CASH		\$109.90
T	CHANGE		\$0.00
T			
T	Taxable Items		
	TOTAL includes GST		\$14.33
#	Non GST Item		

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T				
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28

Progressive Enterprises Ltd

02 OCT 2017

9164

Validated

A handwritten signature in blue ink, consisting of several loops and a long horizontal stroke at the bottom.

Equipment Pricing & Accessories:

Qty.	Description	Hire Rate	Totals
1	Air Conditioner 50kW		
2	Cable 63amp x 5 EPS 20M		
2	Duct 500mm (20in) 10M		
	Environmental Levy @ 1%		
	Minor Damage Waiver @ 12%		
Rental Total			\$ 1,135.65
Services			
	Y-Piece		\$ 20.00
	Freight/Transport Outbound Estimate		\$ 450.00
	Freight/Transport Inbound Estimate		\$ 450.00
	Saturday Call out fee		\$ 300.00
	Commissioning Estimate (\$90 P/Hr)		\$ 360.00
	Decommissioning Estimate (\$90 P/Hr)		\$ 180.00
Services Total			\$ 1,760.00
Grand Total			\$ 2,895.65

All charges quoted are exclusive of GST. An additional 15% will be charged on the total invoice price.
Rates quoted are valid for a period of thirty (30) days. All confirmations are subject to availability of equipment and our current conditions of hire.

IMPORTANT TO NOTE:

CUSTOMER SERVICE

The hirer is responsible for all daily checks as per the standard conditions of hire and Aggreko is responsible for all scheduled maintenance of equipment.

CONDITIONS OF HIRE

Aggreko standard terms & conditions of hire apply for this hire proposal (attached).

Confidentiality Notice: This communication and any accompanying documents contain information that is private and protected by law. Unauthorised use is strictly prohibited.

Aggreko Hamilton
43 Tawn Place
Pukete - Hamilton
New Zealand

Tel: +64 4 589 0860
Fax: +64 4 589 0866

www.aggreko.co.nz

Lakeside Christian Life Centre

P O Box 47
Huntly 3740

Profit & Loss Statement

April 2015 through March 2016

29/09/2016
11:46:06 a.m.

4-0000	Income		
4-1000	Tithes and Offerings		
4-1001	General Tithes & Offerings	130,404.00	
4-1002	Love Offerings	392.10	
4-1003	Koha	4,354.56	
	Total Tithes and Offerings		135,150.66
4-3000	Investment and Property Income		
4-3016	Interest Received	30.46	
4-3050	Genesis Energy	2,399.49	
4-3599	Funeral Services	260.86	
4-3700	Rent Received	1,391.30	
	Total Investment and Property Income		4,082.11
4-4000	Missions and Activities		
4-4001	Grants	6,254.01	
4-4002	SuperKidz Club	3,420.00	
4-4090	Emmanuel Catering	515.74	
4-4103	Youth Group	2,893.95	
4-4107	Ladies Fellowship	328.94	
4-4108	Mens Fellowship	116.00	
4-4192	Community Christmas Carols	71.30	
4-4561	Bonus Bonds	20.00	
	Total Missions and Activities		13,619.94
	Total Income		152,852.71
6-0000	Expenses		
6-1000	Fellowship Running Expenses		
6-1021	Accounting	875.70	
6-1023	Advertising	830.05	
6-1025	Bank Fees	230.00	
6-1026	Bibles & Literature	248.85	
6-1027	Computer Supplies	389.33	
6-1028	Communion Supplies	203.48	
6-1029	Depreciation	10,414.76	
6-1041	Flowers	269.57	
6-1046	Insurance	4,606.15	
6-1050	Laundry & Cleaning	529.39	
6-1056	Petty Cash	434.80	
6-1057	Photocopying charges	4,345.19	
6-1060	Postage	178.27	
6-1062	Power	4,290.94	
6-1070	Meals & Entertainment	1,007.86	
6-1072	Stationery	657.52	
6-1076	Subscriptions	454.78	
6-1078	Telephones & Internet	3,061.05	
6-1079	Mobile Phone	860.64	
	Total Fellowship Running Expenses		33,888.33
6-1100	Ministries and outreach		
6-1200	Teaching		
6-1216	Promise Keepers	313.04	
6-1220	Seminars & Conferences	569.34	
6-1221	Subscriptions & Levies	52.18	
	Total Teaching		934.56
6-1300	Music Resources		
6-1314	Sound Equipment	196.33	
6-1315	Instrument Tuning	152.17	
6-1321	Copyright Fees	533.04	
	Total Music Resources		881.54
6-1400	Children Ministries		
6-1415	Superkidz Church	1,818.50	
	Total Children Ministries		1,818.50
6-1500	Fellowship Ministries		
6-1505	Mens Fellowship	41.65	
6-1509	Emmanuel Catering	1,280.88	
6-1521	Ministerial Expenses	124.07	
6-1537	Youth Group	2,634.63	

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Lakeside Christian Life Centre

Profit & Loss Statement

April 2015 through March 2016

29/09/2016
11:46:06 a.m.

6-1539	Church picnic	110.44	
	Total Fellowship Ministries		4,191.67
6-1600	Community Missions		
6-1636	Love Offering / Koha	1,060.00	
6-1637	Welfare	1,611.45	
6-1680	Community Christmas Carols	2,342.00	
	Total Community Missions		5,013.45
6-1700	Specific Missions		
6-1705	John Childers	600.00	
6-1706	Des Short	500.00	
6-1713	Sonny Ooi	556.90	
6-1715	Joshua Fund	600.00	
6-1717	Howard Willard	60.00	
6-1790	Crossroads Encounter - Whitnga	47.13	
6-1791	Rhema Broadcasting Donation	520.00	
	Total Specific Missions		2,884.03
	Total Ministries and outreach		15,723.75
6-1800	Property Expenses		
6-1866	Rates	871.17	
6-1868	Repairs & Maintenance Building	8,673.27	
6-1869	Repairs & Maintenance Property	1,520.65	
6-1890	Water	216.99	
	Total Property Expenses		11,282.08
6-1900	Pastoral Expenses		
6-1901	O & J Mounsey	24,149.06	
6-1920	A.C.C. Levy	93.34	
6-1930	Wages, Salaries & Stipends	22,714.38	
	Total Pastoral Expenses		46,956.78
6-2400	Motor Vehicle Costs		
6-2410	Petrol	5,348.32	
6-2411	Petrol - Other Vehicles	1,138.85	
6-2420	Car Repairs & Maintenance	2,458.63	
6-2421	Car Insurance	405.72	
6-2422	Van Repairs & Maintenance	1,049.76	
6-2423	Van Insurance	635.23	
	Total Motor Vehicle Costs		11,036.51
6-9999	Prior period adjustments		-5,848.01
	Total Expenses		113,039.44
	Operating Profit		39,813.27
8-0000	Designated Funds Received		
8-1006	Designated Des Short	100.00	
8-1013	Designated Sonny Ooi	743.10	
8-1017	Designated Howard Willard	240.00	
	Total Designated Funds Received		1,083.10
9-0000	Designated Funds Disbursed		
9-1006	Designated Des Short	100.00	
9-1013	Designated Sonny Ooi	743.10	
9-1017	Designated Howard Willard	240.00	
	Total Designated Funds Disbursed		1,083.10
	Net Profit / (Loss)		39,813.27

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Lakeside Christian Life Centre
 P O Box 47
 Huntly 3740

Balance Sheet

As of March 2016

29/09/2016
 11:46:16 a.m.

1-0000 Assets		
1-1000 Current Assets		
1-1111	Cheque Account General - ANZ	28,268.00
1-1112	Serious Saver	3,800.00
1-1140	ANZ - Bonus Bonds	420.00
1-1150	ANZ - Bonus Bonds - Womens F.	230.00
1-1160	Bonus Bonds Youth	210.00
1-1200	Trade Debtors	6,196.00
1-1300	GST Refund Due	1,559.11
	Total Current Assets	40,683.11
1-3000 Fixed assets		
1-3200 Land & Buildings		
1-3201	Land at Cost	330,000.00
1-3210	Building at Valuation	731,713.00
1-3211	Provision for Depreciation	-95,831.00
1-3220	Container	17,641.00
1-3221	Provision for Depreciation	-2,641.00
	Total Land & Buildings	980,882.00
1-3300 Vehicles		
1-3305	Kingcat Lawn Tractor	8,695.65
1-3306	Provision for Depreciation	-3,695.65
1-3307	Nissan Maxima 50% share	10,222.00
1-3308	Provision for Depreciation	-9,522.00
1-3309	Ford Transit Van	24,347.83
1-3310	Provision for Depreciation	-12,347.83
1-3311	50% share of Ford Falcon	2,173.91
1-3312	Provision for Depreciation	-173.91
	Total Vehicles	19,700.00
1-3400 Plant and Equipment		
1-3401	Plant and Equipment	63,691.49
1-3402	Provision for Depreciation	-53,691.49
1-3403	LCD TV Projector Unit	692.15
1-3404	Provision for Depreciation	-342.15
1-3407	Retaining Wall	5,713.69
1-3408	Provision for Depreciation	-713.69
1-3413	Sound equipment	5,217.39
1-3415	Televisions	2,190.07
1-3416	Provision for Depreciation	-190.07
1-3417	Security Cameras	483.45
1-3418	Provision for Depreciation	-83.45
1-3419	Ipads and casings	2,861.33
1-3420	Provision for Depreciation	-61.33
	Total Plant and Equipment	25,767.39
1-3500 Computer equipment		
1-3505	Computer printer	913.58
1-3506	Provision for Depreciation	-313.58
1-3509	Computer	814.00
1-3510	New Account	-214.00
	Total Computer equipment	1,200.00
1-3600 Furniture and fittings		
1-3601	Church furniture	50,000.00
1-3602	Provision for Depreciation	-45,000.00
1-3615	Tables 2.	536.00
1-3616	Provision for Depreciation	-36.00
1-3617	Trough	882.55
1-3618	Provision for Depreciation	-132.55
	Total Furniture and fittings	6,250.00
	Total Fixed assets	1,033,799.39
	Total Assets	1,074,482.50
2-0000 Liabilities		
2-1000 Current Liabilities		
2-1300 GST Owing		
2-1344	GST Adjustment	1,456.75
	Total GST Owing	1,456.75

Lakeside Christian Life Centre

Balance Sheet

As of March 2016

29/09/2016
11:46:16 a.m.

Total Current Liabilities	1,456.75	
Total Liabilities		1,456.75
Net Assets		<u>1,073,025.75</u>
3-0000 Equity		
3-1000 Balance at Beginning of Year	1,033,212.48	
3-2000 Current Year Earnings	39,813.27	
Total Equity		1,073,025.75

CERTIFICATE OF INCORPORATION
of
LAKESIDE CHRISTIAN LIFE CENTRE
(HN/1130681)

This is to certify that LAKESIDE CHRISTIAN LIFE CENTRE was incorporated under the Charitable Trusts Act 1957 on the 23rd day of March 2001.



Neville Harris

Neville Harris
Registrar of Incorporated Societies
4 April 2001

Certificate of Registration

Lakeside Christian Life Centre

Registration number: CC23881

This is to certify that Lakeside Christian Life Centre was registered as a charitable entity under the Charities Act 2005 on 5 May 2008.



Chair
Charities Commission



Chief Executive
Charities Commission

Open Meeting

To	Huntly Community Board
From	Tony Whittaker General Manager Strategy & Support
Date	30 October 2017
Prepared by	Lianne van den Bemd Community Development Advisor
Chief Executive Approved	Y
DWS Document Set #	CDR0502 / 1848877
Report Title	Application for Funding – Huntly Community Angels

I. EXECUTIVE SUMMARY

The purpose of this report is to present an application for funding from the Huntly Community Angels towards the cost of the “Christmas in the Park event”.

2. RECOMMENDATION

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

AND THAT an allocation of \$..... is made to the Huntly Community Angels towards the cost of the “Christmas in the Park event”;

OR

AND THAT the request from the Huntly Community Angels towards the cost of the “Christmas in the Park event” is declined / deferred until for the following reasons:

3. BACKGROUND

The Huntly Community Angels (“the Angels”) are hosting the Huntly 2017 “Christmas in the Park event”.

The Angels are a new events group who have been tasked with organising the Huntly Christmas event as the previous group (“the Huntly Events Committee”) no longer has the capacity to undertake the management of this event.

The former Huntly Christmas event has always been well patronised and brings immense joy to all those who attend.

There will be performing arts groups, a wearable arts show, food stalls, rides and games all aimed at a fun and friendly day out for the community and surrounding district of Huntly.

Those involved in the event include Huntly gymnastics, Huntly Kids, Kbez, Allenmara Computers, Growing Swag, Huntly Fire Brigade, local schools, artists and food stall holders.

The event will take place on Saturday, 02 December at the Huntly Domain.

4. OPTIONS CONSIDERED

- 1) That the application is approved and an allocation of partial or full funding requested be 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 \$16,250.49. The Huntly Community Angels are seeking funding of \$8,600.49 towards the cost of the “Christmas in the Park event”.

GST Registered	No
Set of Accounts supplied	N/A
Previous funding has been received by this organisation	No

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 – Huntly Community Angels

17 OCT 2017



Waikato District Council



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.
- All applications must be on this application for funding form. We will not accept application forms that have been altered.
- Please note that incomplete applications WILL NOT be considered. All parts of the application MUST be completed and all supporting information supplied.
- The checklist on page 5 needs to be completed.

July 16/10

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

Huntly Community Angels

What is your organisation's purpose?

To bring the community together to a fun and safe environment. Providing safe events for all to attend. Bring joy to the children

Address: (Postal)

10 Hakanoa Street Huntly

Address: (Physical if different from above)

Contact name, phone number/s and email address

Timara Rapana 021540474

Charities Commission Number: (If you have one)

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

Bank account details 061032910743782102

Bank Anz Branch Huntly

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 Healthy Vibrant

Section 3 – Your event/project

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

on the 2nd of december we would like to have a christmas in the park at the Huntly domain. we will have performances, games, rides, stalls a christmas wearable arts show with all Huntly business. we want to make this event as affordable as possible so all families can join in the fun. free water and fruit for all and hopefully a gift for all children from santa. we want to bring joy to Huntly.

Who is involved in your event / project?

Huntly gymnastic, Huntly countdown, MCP clothing, Huntly Joinery, rebecca tukiri, Jean beverland, willow glen cafe, Huntly kids, Huntly kebabs, Allenmara computers, norris dance school, Huntly gymnastics, cake by kylie, Growing Swag, kimiria school, dynamite dawgz, mussels man, ohinera school, Jis kitchen, Fire brigade

How many volunteers are involved?

We have 30 at the moment but we will have over 80

What other groups are involved in the project?

growing swag Dance school

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

This event will bring Huntly community together and surrounding areas will be involved also. we are encouraging all of the community and surrounding waikato areas to come along for the christmas joy and special day

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	\$ 16,250.49	\$
Existing funds available for the project Total A Include any projected income i.e. ticket sales, merchandise etc.	\$ 7650	\$

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.	\$	\$
Smiles inflatables - rides, generators, Supervisors	\$ 5,750	\$
Huntly Firebrigade Foam activity	\$ 150	\$
Stage bolts + screws + connectors	\$ 299.48	\$
Sound System	\$ 1,426.01	\$
Stage managers, mc, performers	\$ 300	\$
Costumes	\$ 675	\$
Total Funds being sought from WDC Total B	\$ 8,600.49	\$

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, and C together to make Total D) Total D	\$ 16,250.49	\$
Note : This total should equal the Total Cost of the Project/Event		

Describe any donated material / resources provided for the event/project:
 The health and safety officers are being donated, the stage is being made for free we just need to provide the joinery. Kbeez has offered to buy a gift for every child. Countdown Huttly will be providing water and snacks, Tairua will donate all marquee

Section 5 – Previous Funding Received from Waikato District Council

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

What Board/ Committee	Type of Project/Event	Date recieved	Amount

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: _____

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

Signature:  Date: 29/9/17

Position in organisation (tick which applies) Chairman Secretary Treasurer

Signature: _____ Date: _____

Position in organisation (tick which applies) Chairman Secretary Treasurer

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	
Discussed your application with the Waikato District Council community development co-ordinator	
Nominated the fund you are applying for	
Completed Section 1 – Your details	
Enclosed a full copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club	
Enclosed an encoded deposit slip to enable direct credit of any grant payment made	
Enclosed a copy of any documentation verifying your organisations legal status	
Completed Section 2 - community wellbeing and outcomes	
Completed Section 3 – details of your event/project	
Completed Section 4 – Funding requirements – Budget and quotes need to match. Include copies of written quotes.	
Completed Section 5 where funding has been received in the previous 2 years	
Obtained two signatures on your application	

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.



MCP Clothing and Signage Ltd

Unit 6, 47 George Drive
 Huntly 3700
 New Zealand

Phone: +64 21827102
 mcpclothingltd@gmail.com
<https://www.facebook.com/mcpclothingltd/>
 Mon-Fri 8.30am-5pm

INVOICE

Invoice #: HuntlyChristmasIn
 ThePark
 Invoice Date: 9/10/2017
 Reference: Quotation
 Due date: 9/10/2017

Amount due:
\$675.00

Bill To:

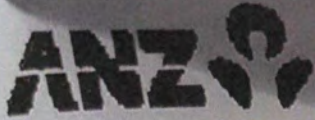
Timara Rapana

Description	Quantity	Price	Amount
Costume Tshirts Christmas In The Park	45	\$15.00	\$675.00
		Subtotal	\$675.00
		Total	\$675.00 NZD

Notes

Your Business Is Much Appreciated, Look Forward To Working With You Next Time.
 MCP Clothing Ltd
 Westpac
 03-1318-0173985-000





ANZ

ANZ Bank New Zealand Ltd

THE BASE

SHOP 112, THE BASE SHOPPING CENTRE, CNR OF TE RAPA ROAD

& AVALON DRIVE

TE RAPA

Telephone 0800 269296

29/08/2017 10:30

ACCOUNT BALANCE

Go

Account Number: 06-0329-0743782-02

MRS T C RAPANA

10 HAKANOA ST
HUNTLY

Account Balance:	\$0.00
Available Balance:	\$0.00

The Account Balance includes any funds that are uncleared. The Available Balance represents the amount of funds you are currently able to withdraw. It includes overdraft or credit facilities, and may include uncleared funds (e.g. electronic deposits)

www.anz.co.nz

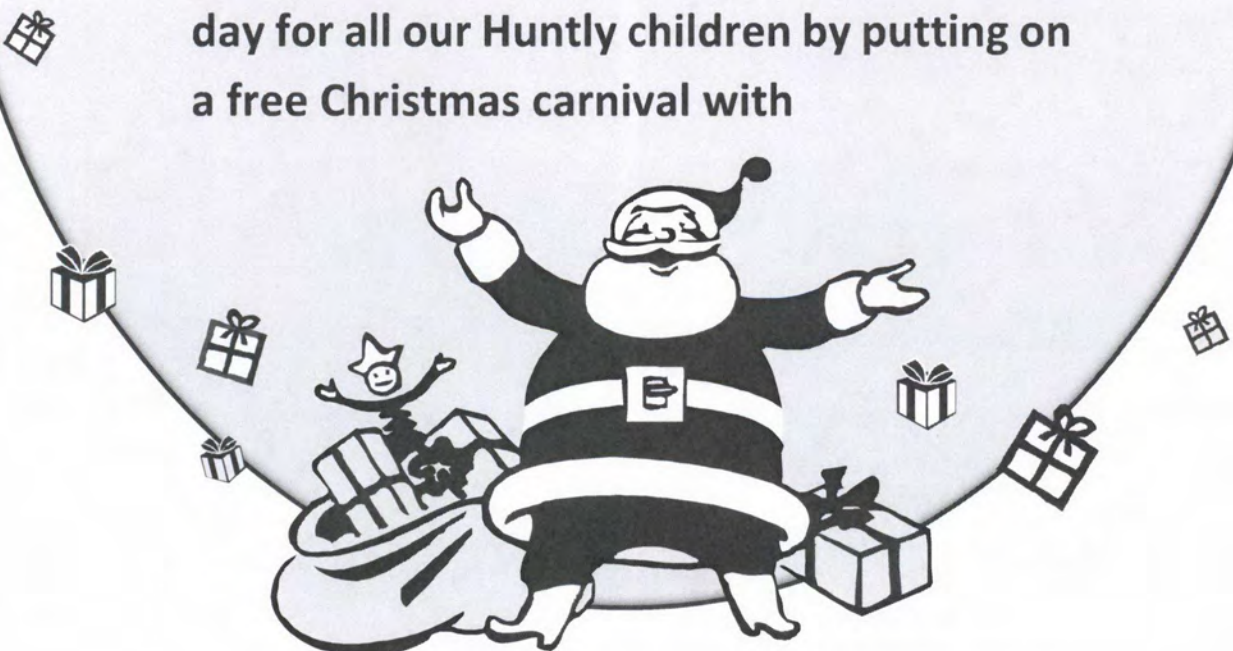
CD045902

HUNTLY COMMUNITY ANGELS
PRESENTS HUNTLY CHRISTMAS IN THE
PARK

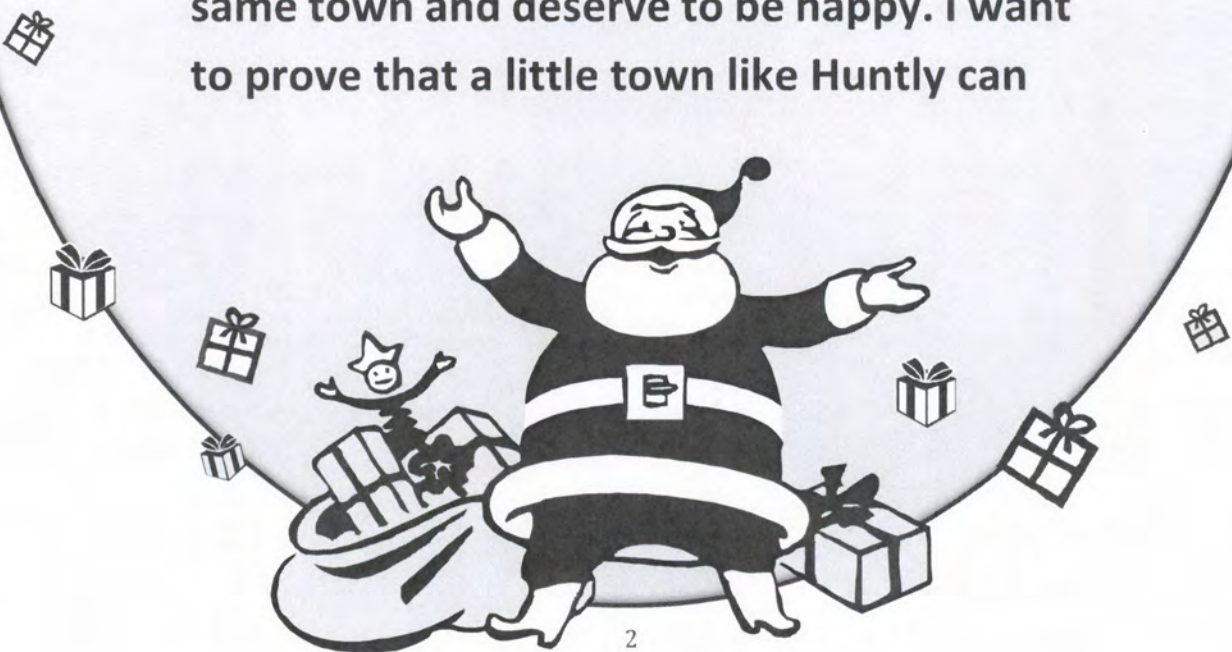
2nd December
10am-3pm

Huntly Domain | 3700

This Year there isn't going to be a Christmas parade in Huntly. When I heard the New's I was sad for all the Children and families who look forward to this event. I have decided to take a leap and create a magical day for all our Huntly children by putting on a free Christmas carnival with

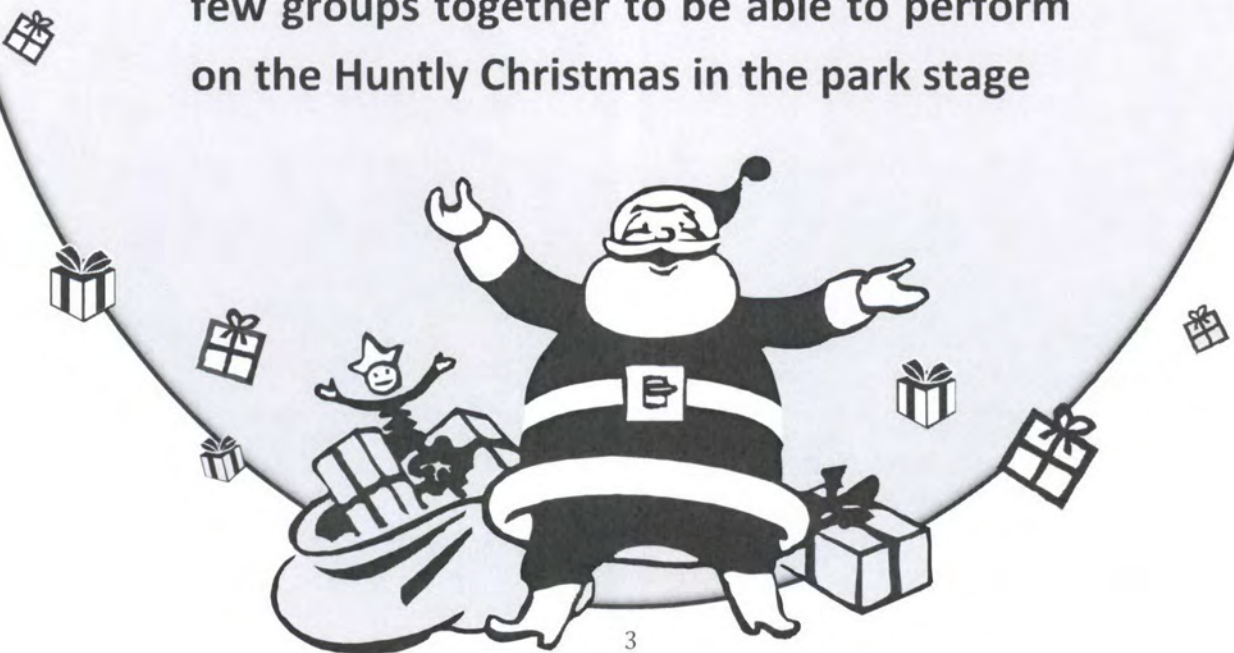


rides, old school games, stalls, food trucks, Performances, and instead of a Christmas parade a Christmas wearable arts show. We have others put their hands up to help on the day with some free food for the children and some water. We are going to be giving all the children a small gift to make there day even better. I want all the Huntly families to walk away from this event with the biggest smile and love in their heart! I want to show them that they are all special and even though we all come different walks in life we are all from the same town and deserve to be happy. I want to prove that a little town like Huntly can



come together as one and thrive off the spirit of Christmas.

My name is Timara Rapana I own the little community dance school in Huntly, Tuakau and Te Kauwhata called Growing Swag. I opened the school with the same love and heart. I wanted all children to be able to dance without having to worry about cost. All children have abilities to create art and dance is a different form in which it enables them to be creative and express themselves without judgment. I am currently getting a few groups together to be able to perform on the Huntly Christmas in the park stage





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

E S T I M A T E
 E S T I M A T E
 Number: 94141
 Reprint

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

JOB ADDRESS :
 Cash Retail
 PLEASE RETAIN THIS INVOICE*, ****
 Box 3
 Hamilton

Expiry Date:
 23/11/17

ALL PRICES EXCLUDE G.S.T.

Customer Ref	Loc	Source	Date	Time	Salesperson	Account #	
	313	call	24/10/17	09:39	Annette S	CASHR	
Product No	Description	Qty	UOM	Price \$	UOM	Selling Pr	Ext. Amt
4525549	SCREW STS CSK SQ 6GA X 20MM T304 PK20	50	PA	5.21	PA	5.21	260.42

Terms: Due 20th next month

Taxable Amt: 260.42
 Plus GST : 39.06
 Total: 299.48



Waikato Sound & Lighting

Hire - Sales - Service

Hire Estimate

CLIENT: Timara Rapana
ADDRESS:
PHONE: 021540474
EMAIL: growingswag828@gmail.com
HIRE NUMBER: HIRE22459
YOUR REF:

Waikato Sound & Lighting 2010 Ltd
 Postal: PO Box 10401 Te Rapa Hamilton
 3241
 Office: 11 Kaimiro St Pukete Hamilton 3200
 Hamilton
 Phone (07) 834 1197
 hire@waikatosl.co.nz
 www.waikatosl.co.nz

Waikato Christmas In the Park Sound

Rental	02/12/2017 10:00 to 02/12/2017 15:00
Delivery Date	02/12/2017 08:00
Collection Date	02/12/2017 15:00

SERVICE	DESCRIPTION	TOTAL
Sound	2 x JBL PRX735 Powered Speaker 2 x KV2 EX2.5 1600watt 134dB powered sub woofer 1 x KV2 EX10 Powered Speaker 126 dB 1 x QSC Touch Mix Console 2 x Sennheiser Wireless Handheld Mic Kit 1 x Samson Stereo DI 1 x 8X4 - Multi cable 8 Channel 4 Return 30m Proel	\$650.01
Crew & Transport	2 x Pack In / Install 2 x Pack Out 5 x Tech Operate 50 x Travel / Transport	\$590.00

SUBTOTAL \$1,240.01

TAX \$186.00

PLEASE CLICK HERE TO CONFIRM THE BOOKING

TOTAL \$1,426.01

SMILE INFLATABLES 2016 LIMITED

27th August 2017

Dear Sarah

Huntly Christmas in the Park – 2.12.17 Times to be confirmed.

Horizontal Bungy	\$ 450.00	
Bumperballs	\$ 995.00	
Rampage Obstacle course or Adrenaline Run	\$ 1850.00	
Jurassica Castle	\$ 695.00	
Dunk tank	\$ 695.00	
Generators	\$ 700.00	
Supervisors x 6	\$ 900.00	
Total	\$ 6285.00	Plus GST

* Power and water to be supplied by client

We would be pleased to offer you a discount when booking these items of **\$ 1285.00** based on event hire for all of the above items. To be reviewed if items changed or removed. * 50% deposit confirm this booking.

Included in this price is:

1. Equipment delivered installed and supervised
2. Full Public Liability Insurance
3. Latest safe and clean equipment
4. Our professional team to assist you
5. A hassle free day

We will arrive approximately 2 hours prior to start time and we will supply all items required to

Yours sincerely,
Nicki Tames

Open Meeting

To	Community Boards and Community Committees
From	Gavin Ion Chief Executive
Date	27 October, 2017
Prepared by	Teresa Hancock Communications Advisor
Chief Executive Approved	Y
Report Title	Wastewater Overflow CIP Education Programme update

I. EXECUTIVE SUMMARY

A workshop with Community Board/Committee “champions” was held on 11 October 2017 at Waikato District Council. The workshop discussed the roll out of the Wastewater Overflow CIP Education Programme to the rest of the district.

This report updates each of the Council’s Community Boards and Community Committees with what has been happening in the public education programme and what the next steps are.

At the workshop there was representation from the Onewhero-Tuakau Community Board, Te Kauwhata Community Committee, Huntly Community Board, Taupiri Community Board and the Ngaruawahia Community Board along with Councillors Main and Thomson.

Council staff hope that these champions can now be the point of contact between Council and each of the communities regarding wastewater education.

Speaking at the workshop, Councillor Thomson indicated that the wastewater education programme is one of the biggest ways Council and the community can work together to reduce the number of overflows across the district.

She highlighted that 81% of overflows are caused by blockages – people putting stuff down the loo and kitchen sink that just shouldn’t be there.

The solution is simple - education. Changing behaviour, especially when it comes to people’s toilet behaviour, won’t be easy but preventing what is put down the loo other than the ‘3 Ps’ (pee, poo and paper) will go a long way to reducing the overflows that do happen. The remaining overflows are caused by the network which is being improved under the Continuous Improvement Programme (CIP).

Under the CIP, the wastewater education programme has a budget of \$100,000 per year. This will be spent on collateral (posters, stickers, fridge magnets – the list is endless), education in schools, advertising and some additional staffing to manage these activities.

The campaign is currently active in Raglan and a roll out to the rest of the district will start early 2018. Buy-in from each of the Community Boards and Community Committees is important to ensure the success of the programme.

Those who attended the workshop were happy to have the same ‘look and feel’ as what is being used in Raglan. Examples such as posters and cistern stickers are attached to this report.

The next steps for Community Boards and Committees include completing the “collateral wish list” which is also attached. This will identify what material each board and committee want for their community, for example posters, banners, fliers, or stickers. Help is also needed to identify where material should go i.e. public toilets, plumbing businesses, real estate agents, cafes etc (and how many).

Update on Raglan campaign

Cr Thomson and the Raglan Community Board held a stall over the Labour weekend and shared the wastewater education messaging with visitors and locals.

A “residents pack” will be distributed to all Raglan residents before Christmas which will include a ‘3 P’s’ and a ‘Think at the Sink’ flier, a ‘Think at the Sink’ fridge magnet and a ‘3 P’s’ toilet sticker. A letter will also be included that explains the campaign messaging and the importance of everyone getting on board. If successful, this will be rolled out to the other townships next year, as budget allows.

Posters and poster holders, fliers and brochures will be distributed to public toilets, businesses and accommodation providers before the end of summer.

2. RECOMMENDATION

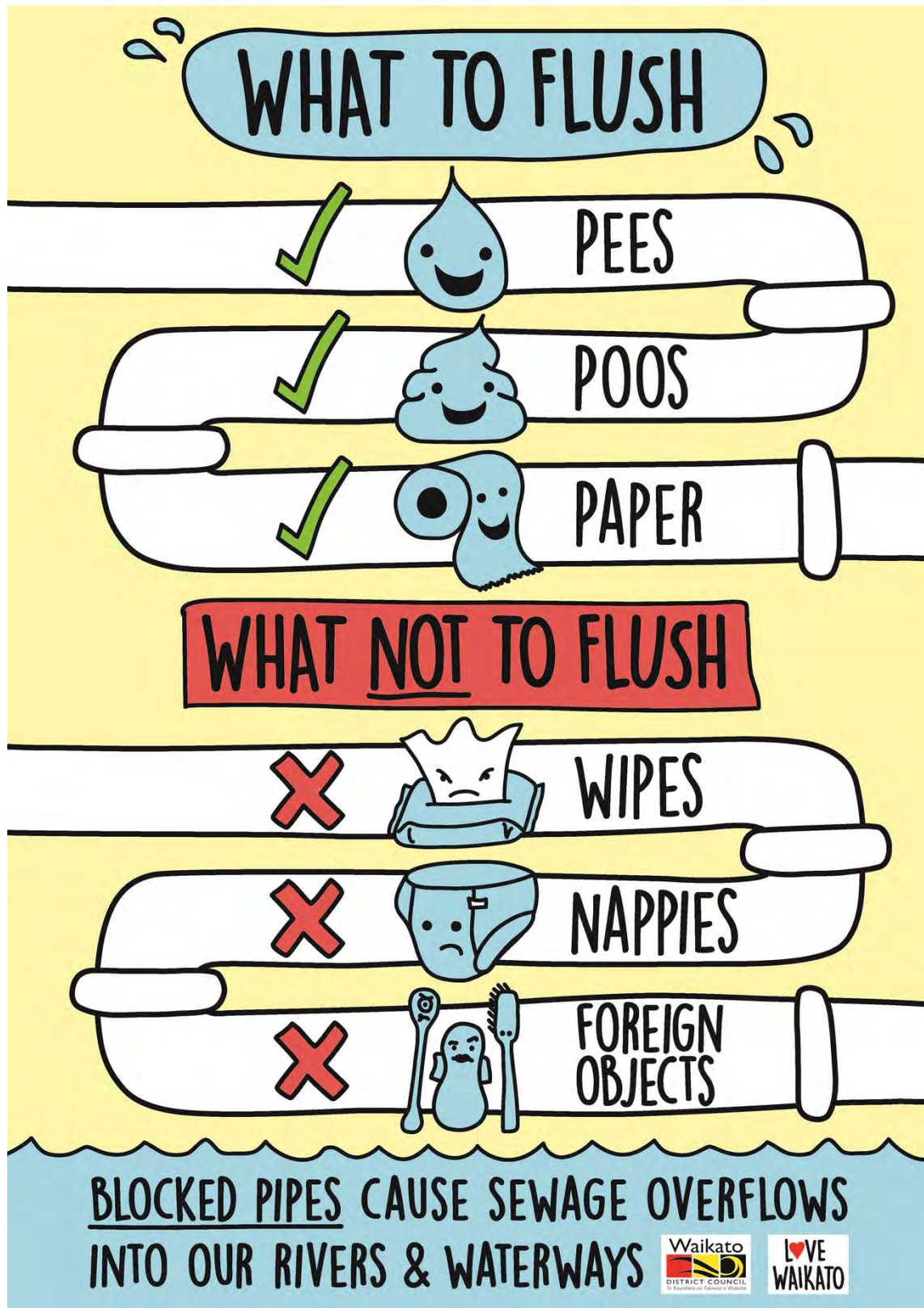
THAT the report on the wastewater education programme be received and the collateral ‘wish list’ be completed by each Community Board and Community Committee and returned to Teresa Hancock in the WDC Communications Team.

3. ATTACHMENTS

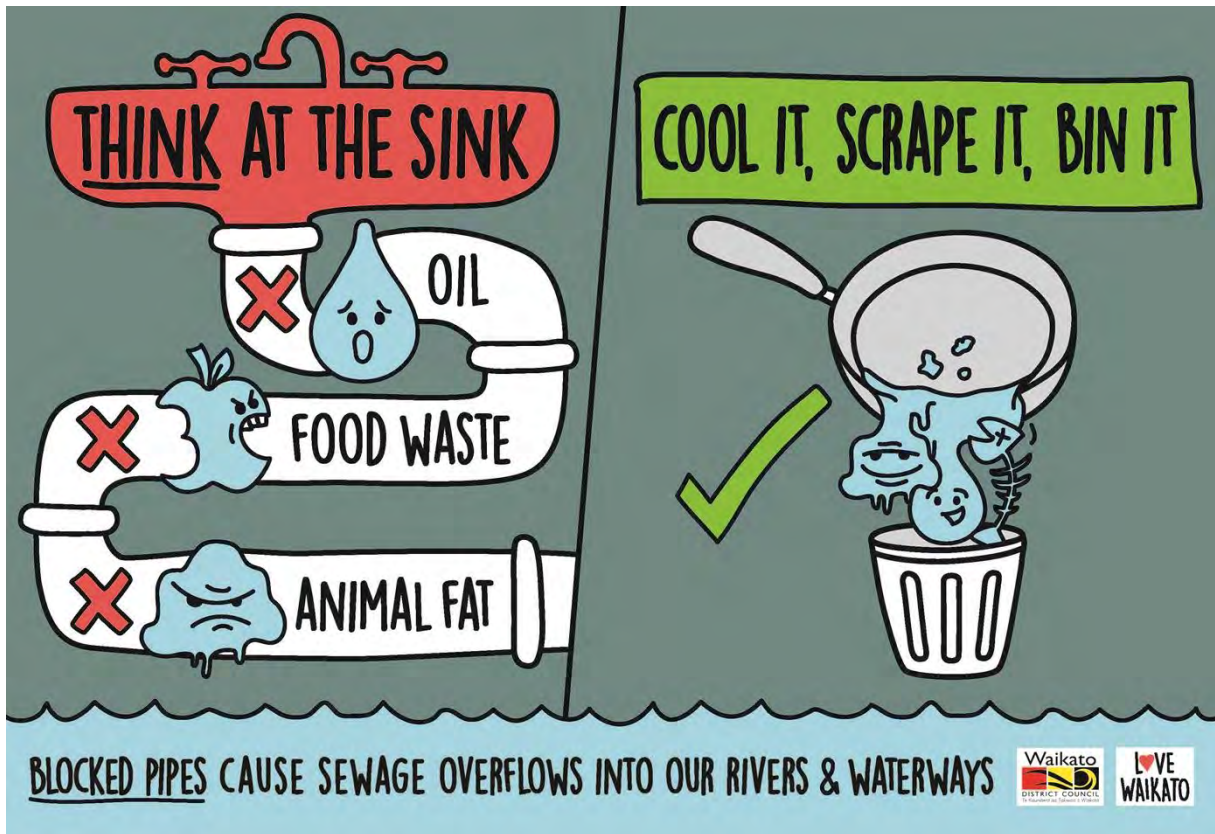
- Examples of collateral
- Collateral wish list

Examples of collateral

3 P's poster



Think at the Sink poster



3 P's cistern sticker



Ponder on the porcelain and think at the sink

You don't need to engage your brain much to go to the toilet or do the washing up.

But Waikato District Council is asking its residents and ratepayers to do exactly that as it embarks on a public education programme all about wastewater.

Wastewater is the water that is disposed of into sewer pipes from homes and business. It comes from toilets, sinks, showers, washing machines and industrial activities.

Council is currently running its Wastewater Overflow Continual Improvement Programme which is an extensive package of work that involves a series of projects that will improve its wastewater infrastructure.

One of the more surprising statistics that the community may not be aware of is that a staggering 80% of wastewater



Wipes and nappies that are flushed down the toilet contribute towards many blockages in wastewater pipes.

overflows in the Waikato district from 2014 to 2016 were caused by blockages.

There are two main causes of these blockages:

- Foreign objects such as wipes, clothing, sanitary pads and nappies being flushed down toilets.

- And grease, oil and food scraps being poured down the kitchen sink.

Sewer pipes are generally only 15-20cm in diameter and clearly not designed to carry objects like wipes, nappies and sanitary pads.

If cooking oil or grease from cooking meat is poured down the sink, it solidifies as it cools into a disgusting mass of congealed fat, (sometimes referred to as fatbergs).

As this is happening, foreign

objects like wipes get stuck on to the lumps of fat and that causes the lumps of fats to grow, eventually blocking a pipe and causing a spillage of raw sewage on to land or into our waterways.

While Council staff are busy improving the state of our wastewater pipes, the community can play its part in reducing the number of sewage spillages.

And it really is quite simple. Only flush the three P's down the loo – pees, paper (of the toilet variety) and poo.

Dispose of things like wipes, nappies and sanitary pads in the rubbish bin.

And we should also pull the plug on pouring oil, cooking fats or food scraps down the kitchen sink.

You can soak up leftover oil with paper towels or let grease from cooking meat solidify in a container and put them in the bin.

Basically the message in the kitchen is – don't forget you oughta, pour nothing but water down the drain.

Sewage spillages damage our precious environment. They also cost everyone money.

If Council's operational goals of improving our wastewater network can be combined with the community's efforts in the bathrooms and kitchens of their own homes, it's a win-win for the people of Waikato district and the environment that we live in and hold so dear.

WHAT TO FLUSH

- ✓ PEES
- ✓ POOS
- ✓ PAPER

WHAT NOT TO FLUSH

- ✗ WIPES
- ✗ NAPPIES
- ✗ FOREIGN OBJECTS

BLOCKED PIPES CAUSE SEWAGE OVERFLOWS INTO OUR RIVERS & WATERWAYS

Waikato DISTRICT COUNCIL | LOVE WAIKATO

Collateral wish list to be completed and returned:

Collateral	Number required	Available now
A4 What to Flush/What not to Flush poster		Yes
A3 What to Flush/What not to Flush poster		Yes
DLE What to Flush/What Not to Flush		Yes
A4 Think at the Sink poster		
A3 Think at the Sink poster		
A3 poster holder		
A4 poster holder		
DLE Think at the Sink		
What to Flush cistern sticker		
What to Flush/What not to Flush pull up banner		I available
Think at the Sink fridge magnet		
Email signature		
Brochure		
Letterhead		
Anything else?		

Please list events in your area over summer you'd like to have a presence at:

Open Meeting

To	Huntly Community Board
From	Tony Whittaker General Manager Strategy & Support
Date	06 November 2017
Prepared by	Sharlene Jenkins PA to General Manager Strategy & Support
Chief Executive Approved	Y
Reference/Doc Set #	GOV0505 / 1822110
Report Title	Huntly Works & Issues Report: Status of Items November 2017

1. EXECUTIVE SUMMARY

To update the Board on issues arising from the previous meeting.

2. RECOMMENDATION

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

3. ATTACHMENTS

Huntly Works & Issues Report: Status of Items November 2017

HUNTLY COMMUNITY BOARD WORKS & ISSUES REGISTER – 2017

Issue	Area	Action	Comments
Tainui Bridge	Service Delivery	<p>Can now hear tapping as you drive over the bridge. Is work on the Expansion Plate on track? Is it dangerous?</p> <p>SEPTEMBER: Update please</p>	<p>A temporary repair was made on 23 August. A specialist subcontractor has been engaged to carry out the permanent repair. This work is set to be undertaken over two nights (Monday 18 September and Tuesday, 19 September). The bridge is not required to be closed throughout this period, as it will be completed in two halves. NOVEMBER: The Alliance are awaiting an options report from BECA consultants re the design of a structural repair. Once a preferred option is selected and funding approved, staff will be able to provide the repair project timeframe. Temporary repair continues to be monitored.</p>
Huntly Memorial Hall	Strategy & Support		An update will be provided at the meeting.
Project 5000 Public Meeting	Huntly Community Board	For discussion following the workshop held with Chris Simpson.	

Open Meeting

To	Huntly Community Board
From	Tony Whittaker General Manager Strategy & Support
Date	26 October 2017
Prepared by	Sharlene Jenkins PA to General Manager Strategy & Support
Chief Executive Approved	Y
Reference/Doc Set #	GOV0505 / 1840349
Report Title	Year to Date Service Request Report

1. EXECUTIVE SUMMARY

To update the Board on the Year to Date Service Request Report for Huntly.

2. RECOMMENDATION

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

3. ATTACHMENTS

Year to Date Service Request Report for Huntly

Service Request Time Frames By Ward for ⁶¹

HUNTLY

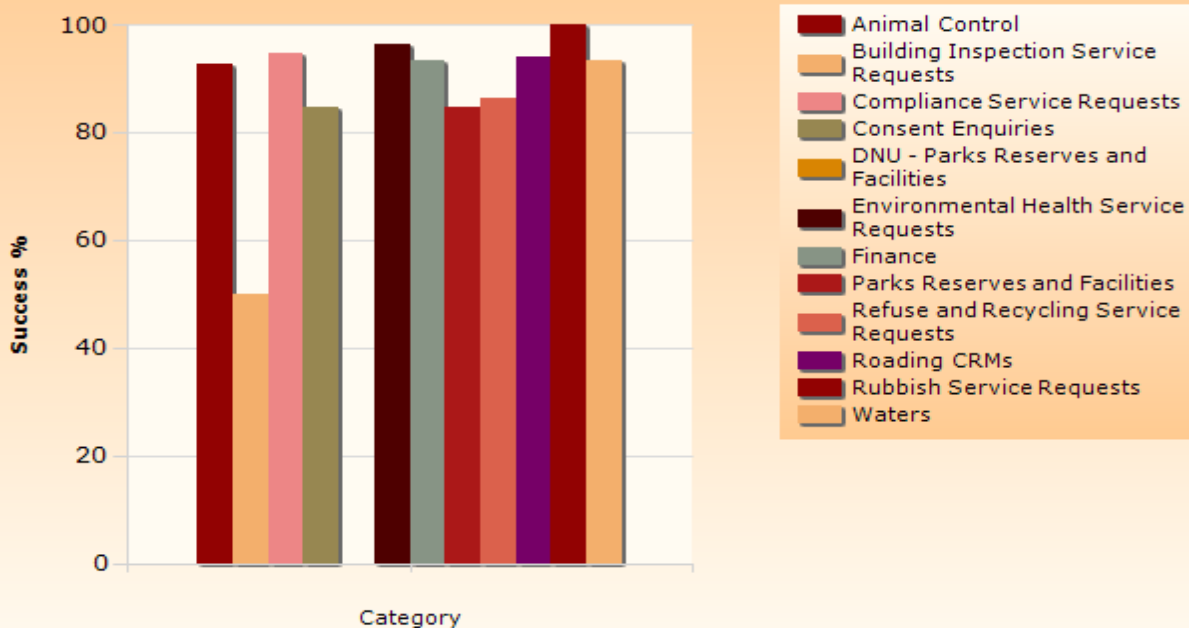


Date Range: 01/07/2017 to 30/09/2017

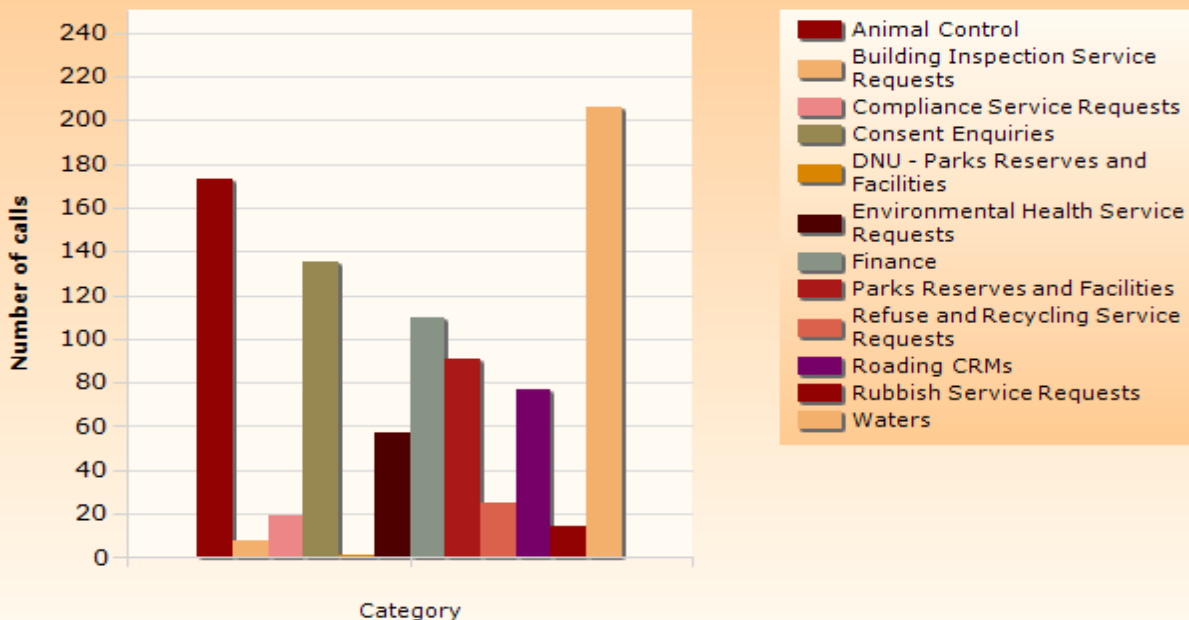
The success rate excludes Open Calls as outcome is not yet known.

10/26/2017 1:29:10 PM

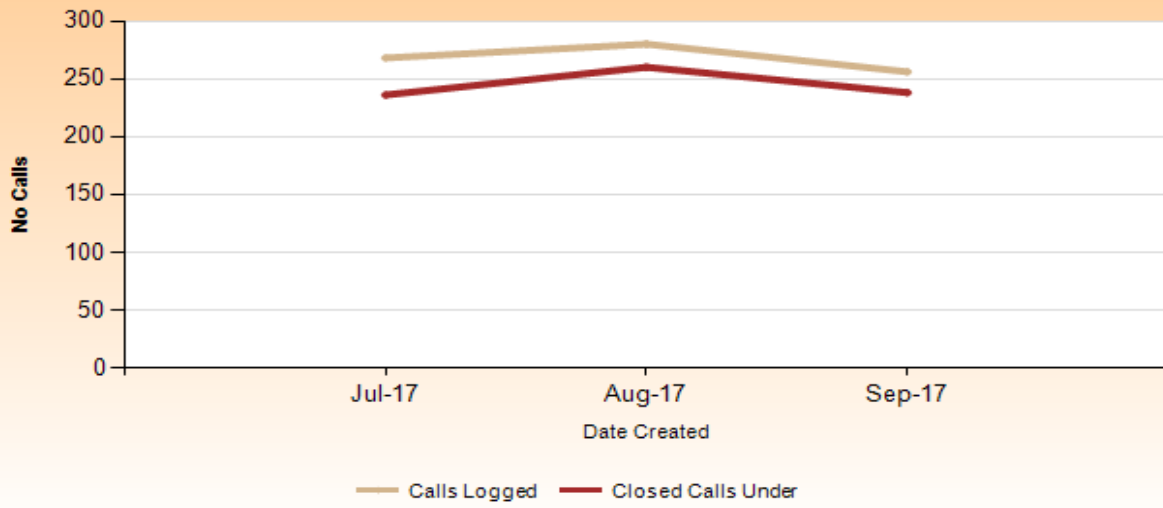
Call Completion % Success by Type



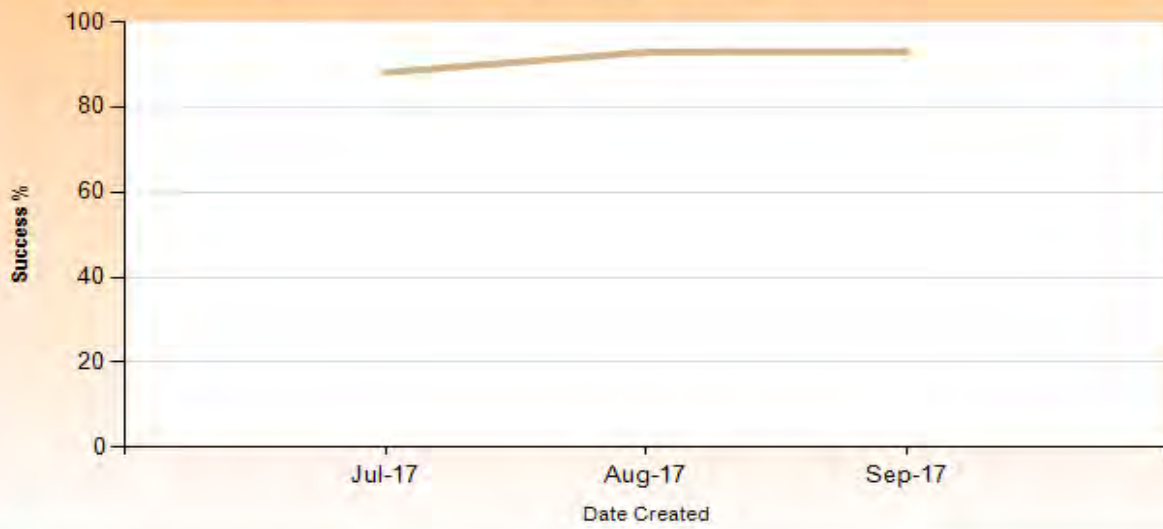
Number of Calls logged by Type



Volume of Calls Closed vs Calls Closed in Time



Completion Success per month



			Open		Closed		
Closed Calls are those calls logged during the time period that are now closed.	Open Calls are all the calls open for the ward and may have been logged at any time.	Number of Calls	Open Calls Over	Open Calls Under	Closed Calls Over	Closed Calls Under	Success Rate
Animal Control							
	Summary	173	2	8	12	151	92.64%
	Animal Charges	15				15	100.00%
	Dog / Cat Trap Required	4		3		1	100.00%
	Dog Property Visit	28			6	22	78.57%
	Dog Straying - Current	40			3	37	92.50%
	Dog Straying - Historic	6				6	100.00%
	Dog Surrender	5				5	100.00%
	Dog Welfare - Immediate threat to life	2				2	100.00%
	Dog Welfare - Not immediate threat to life	4				4	100.00%
	Dog/Animal Missing	13				13	100.00%
	Dogs Aggression - Current	11	1		1	9	90.00%
	Dogs Aggression - Historic	5		2		3	100.00%
	Dogs Barking Nuisance	25		3	1	21	95.45%
	Livestock Trespassing - Current	13	1		1	11	91.67%
	Livestock Trespassing - Historic	2				2	100.00%
Building Inspection Service Requests							
	Summary	8		2	3	3	50.00%
	Building Inspection Service Requests	8		2	3	3	50.00%
Compliance Service Requests							
	Summary	19			1	18	94.74%
	Compliance - Animal By Law	4				4	100.00%
	Compliance - Unauthorised Activity	12				12	100.00%
	Illegal parking	3			1	2	66.67%
Consent Enquiries							
	Summary	135		4	20	111	84.73%
	Land Hazard Enquiries	1				1	100.00%
	Onsite Services	10				10	100.00%
	Planning Process	11			2	9	81.82%
	Property Information Request	46		2	2	42	95.45%
	Zoning and District Plan Enquiries	67		2	16	49	75.38%
DNU - Parks Reserves and Facilities							
	Summary	1	1				NaN
	Buildings	1	1				NaN
Environmental Health Service Requests							
	Summary	57		1	2	54	96.43%
	Environmental Health Complaint	8				8	100.00%
	Noise Complaint - Environmental Health	2		1		1	100.00%
	Noise complaints straight to contractor	47			2	45	95.74%
Finance							
	Summary	110			7	103	93.64%
	Rates query	110			7	103	93.64%

Parks Reserves and Facilities	Summary	91	36	9	7	39	84.78%	
	Parks & Reserves - Buildings	21			5	16	76.19%	
	Parks & Reserves - Cemetery Complaints (not mowing)	2				2	100.00%	
	Parks & Reserves - Graffiti	3			1	2	66.67%	
	Parks & Reserves - Lake Access	41	36	5			NaN	
	Parks & Reserves - Non-urgent Public Toilet Issues	2				2	100.00%	
	Parks & Reserves - Reserve Issues	21		4	1	16	94.12%	
	Parks & Reserves-Council owned buildings on reserv	1				1	100.00%	
	Refuse and Recycling Service Requests	Summary	25	1	2	3	19	86.36%
Recycling Not Collected		5	1			4	100.00%	
Refuse - Non-Collection		8		1	1	6	85.71%	
Refuse & Recycling Contractor Complaints		5			1	4	80.00%	
Refuse & Recycling Enquiries		2		1	1		0.00%	
Rubbish bag sticker/tag orders - internal use only		5				5	100.00%	
Roading CRMs		Summary	77		25	3	49	94.23%
	Bridge Maintenance Non-Urgent	1				1	100.00%	
	Emergency Events - 1 Hr Response	3				3	100.00%	
	Footpath Maintenance - Non_Urgent	4		2		2	100.00%	
	New Vehicle Entrance Request	3		1		2	100.00%	
	Request 4 new street light path sign etc	3		3			NaN	
	Road Culvert Maintenance	7		5		2	100.00%	
	Road Marking Sign & Barrier Maint Marker Posts	1				1	100.00%	
	Road Safety Issue Enquiries	1		1			NaN	
	Roading Work Assessment Required - OnSite 5WD	28		9	2	17	89.47%	
	Routine Roding Work Direct to Contractor 5WD Comp	5				5	100.00%	
	Stock Crossing & Moving	2		1		1	100.00%	
	Street Light Maintenance	14		1		13	100.00%	
	Urgent - Footpath Maintenance	1			1		0.00%	
	Urgent Roding Work 4Hr Response	1				1	100.00%	
	Vegetation Maintenance	3		2		1	100.00%	
	Rubbish Service Requests	Summary	14	1			13	100.00%
		Abandoned Vehicle	3				3	100.00%
Illegal Rubbish Dumping		11	1			10	100.00%	

Waters							
Summary		206	5	15	12	174	93.55%
3 Waters Enquiry		22		1	3	18	85.71%
3 Waters Safety Complaint - Non Urgent		2		1		1	100.00%
3 Waters Safety Complaint - Urgent		3			1	2	66.67%
Drinking water billing		18		2		16	100.00%
Drinking Water Final Meter Read		49		9	1	39	97.50%
Drinking Water Major Leak		4	1			3	100.00%
Drinking Water minor leak		11				11	100.00%
Drinking Water quality		26			1	25	96.15%
Drinking Water Quantity/Pressure		2				2	100.00%
Fix Water Toby		5				5	100.00%
New Drinking Storm Waste water connections		1				1	100.00%
No Drinking Water		7	2			5	100.00%
Stormwater Open Drains		1				1	100.00%
Stormwater Property Flooding		4		2		2	100.00%
Wastewater Odour		1				1	100.00%
Wastewater Overflow or Blocked Pipe		12	1		2	9	81.82%
Wastewater Pump Alarm		14			3	11	78.57%
Waters Pump Station jobs - only for internal use		24	1		1	22	95.65%
Total		916	46	66	70	734	91.29%

Open Meeting

To	Huntly Community Board
From	Tony Whittaker General Manager Strategy & Support
Date	09 October 2017
Chief Executive Approved	Y
Reference #	GOV0505
Report Title	Joint Community Board and Community Committee December Meeting

I. EXECUTIVE SUMMARY

We have been running joint Community Board and Community Committee sessions with Council now for over a year. The purpose of these sessions was to enable Council to keep the respective community representatives informed of key issues, and to enable a sharing of views and ideas among community representatives. The feedback we have received so far has been positive and that those that do attend are enjoying them.

Although it is appreciated that time is precious leading up to Christmas, Council would like to host all Community Board and Community Committee representatives at one last joint meeting prior to the end of the year. Council will hopefully have completed its detailed Long Term Plan budget deliberations by 15 December and hence would like to share the results of this with you, and to celebrate the end of another challenging year.

In lieu of the above, it is suggested that Community Boards and Community Committees might reconsider whether they have a meeting in December and attend the joint session instead. We appreciate you will need to be cognisant of any key decisions required in December, to enable this to work. This would also provide some relief from preparing December agendas etc.

If Community Boards and Community Committees are in agreement to meet jointly, this meeting could be held in Ngaruawahia on Tuesday, 19 December 2017 at 6.00pm.

It is recommended that unless there are pressing matters for Community Boards and Community Committees to attend to at their December meetings, they agree to not meet as planned, but attend a joint meeting instead.

2. RECOMMENDATION

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

AND THAT the Huntly Community Board agrees to support the joint meeting of Community Boards and Community Committees on Tuesday, 19 December;

AND FURTHER THAT the Huntly Community Board supports not having an individual meeting in December.

3. ATTACHMENTS

NIL

Open Meeting

To	Huntly Community Board
From	Tony Whittaker General Manager Strategy & Support
Prepared by	Sharlene Jenkins PA General Manager Strategy & Support
Date	06 November 2017
Chief Executive Approved	Y
Reference #	GOV0505 / 1849393
Report Title	Huntly Draft Community Plan Options 2017

I. EXECUTIVE SUMMARY

The purpose of this report is for the Huntly Community Board (“the Board”) to discuss the Huntly Draft Community Plan Options 2017 (“the Plan”) and confirm the way forward. The Board should consider whether the Plan meets the scope and consider what further works it wishes to prioritise as a result of the Plan.

A copy of the scope and the report previously considered by the Board (including the resolutions supporting use of discretionary funds) and that considered by Council are attached which articulate the expectations of the process.

2. RECOMMENDATION

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

AND THAT the **Huntly Community Board** confirm the way forward in regards to the draft **Huntly Community Plan Options 2017**.

3. ATTACHMENTS

- Huntly Draft Community Plan Options 2017
- Huntly Project 5000 (Scope)
- Report to Huntly Community Board – Review of Huntly Community Plan
- Report to Strategy & Finance Committee – Review of Huntly Community Plan

Rāhui Pōkeka

HUNTLY

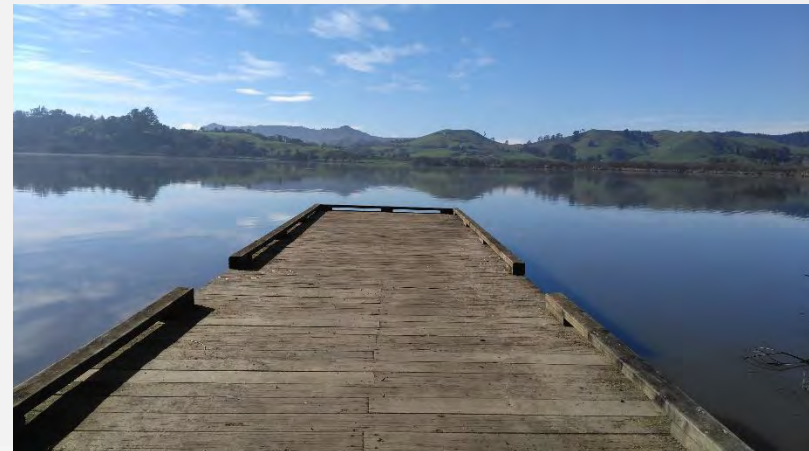
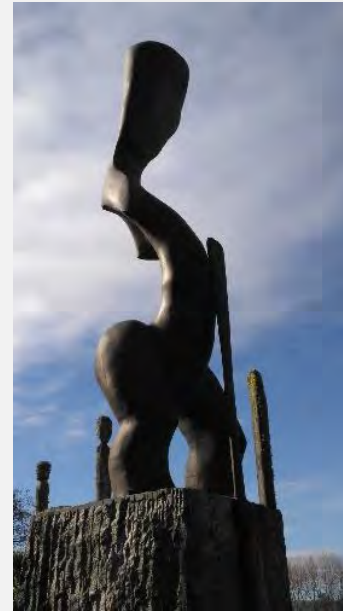
DRAFT COMMUNITY PLAN OPTIONS 2017

PLACE

PEOPLE

COMMUNITY

LEADERSHIP



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EXECUTIVE SUMMARY



With Auckland expecting to grow by 750,000 people over the next 26 years and Hamilton by about 40,000 over the next 20 years, Huntly will be at the nexus of that growth.

However, Huntly wants to be a community and not a commuter town. It wants a place where people have a job, a home and belong to a community that they are proud of.

If you were to really break this report down, it's about a town that knows it has to step up and take responsibility of its destiny.

While most reports that are commissioned about town revitalisation focus on the practical steps needed to achieve revitalisation, and this report touches on that, the real ethos that came through while researching this report is that this is a town that wants to step up and not be seen as the 'butt of jokes'. It's a proud town that has been through much, whose spirit isn't broken, actually, quite the opposite. It's about a town that wants to come together and focus on what it can achieve and then how will it get there.

Sure, there are many different views, ideas and thoughts contained within the interviews, that's to be expected. However, the real feeling is that everyone is on the same page and that the bypassing of Huntly is now seen as a positive and not a negative.

And it is the bypassing of Huntly that is providing the town with an opportunity to come together and build on the great location, lovely people, a warm and caring community with leadership that now want to do what's best for their Home.

It is about Place; Huntly people don't see the town as a commuter centre for Auckland or Hamilton. They see it as a town where there are jobs and homes.

They see it as a community where they need to work with relevant government and council institutions to both assist and support the changes that are needed. They no longer want to feel left on their own, and are expecting support.

They want to celebrate the good people who are doing things in the community through civic recognition and getting their stories out there to change the perception of Huntly.

And they are prepared to show leadership by establishing a group that will help provide ideas, direction and research to achieve Huntly's new aspirations.

So, in summary this paper reflects:

- Huntly wants to be a community and not a commuter town;
- They want government to take an interest and invest in a cohesive way – they know the mines aren't coming back;
- People are to be promoted, celebrated and to have their stories told to change the perception of Huntly, and;
- They are prepared to take a leadership stand, so long as they know other agencies will get in behind to support them.

August 2017

MĀORI



The Māori name for Huntly is Rāhui Pōkeka, and the story is told that the lakes were populated with tuna, and tuna to our people is a royalty food because it is a food that is provided to manuhiri and dignitaries of high esteem in our local community.

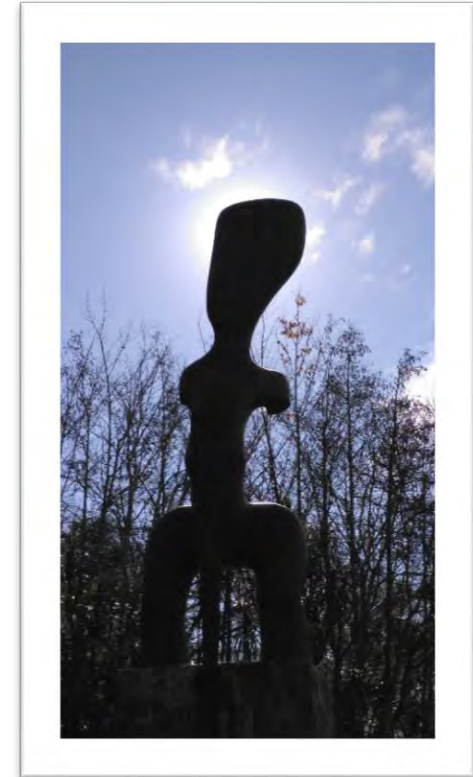
During the time of our ancestors, the lakes were recognised as the main source of tuna. And it was overfished by our local people, so a tohunga or a leader said that there will be no more fishing of tuna in our lakes to ensure that there is a sustainable population of tuna for our people.

So he put a rāhui or covenant over the lakes so, and that recognised that there will be no more fishing of the tuna at this particular site.

And he put his pōkeka or his pou in the ground to say that, until this pou is not in the ground, there was a covenant or rāhui on our fish stocks.

So Rāhui Pōkeka is recognised as the name of Huntly in recognition of our tuna stocks and upholding the principles of kaitiakitanga in our local waterways.

Norman Hill ¹



PAKEHA



The Huntly name was adopted in the 1870s when the postmaster (James Henry) named it after Huntly, Aberdeenshire in Scotland. He used an old 'Huntley Lodge' stamp to stamp mail from the early European settlement. The 'Lodge' was later dropped and the spelling changed to also drop the additional 'e'.

Māori used Huntly coal before Europeans arrived. It has been suggested that Pākehā desire to control this resource was one reason for the invasion of the Waikato in 1863.

Huntly expanded when commercial coal mining began. In 1874 Captain Anthony Ralph, a former Waikato militiaman who had been granted land nearby, registered the Taupiri Coal Mining Company, and Ralph's mine opened in 1876.

Many miners came from the South Island's West Coast, and the north of England and Scotland. Local Māori also entered the industry in large numbers. Brick making began at Huntly in 1884. The dominant firm, the Huntly Brick and Fireclay Company, was established in 1911, it was still operating in the 2010s ²



THE NUMBERS...

POPULATION

Nearly 40 per cent of New Zealand's total population lives within a 150km radius of the Waikato district. The Waikato Expressway connects the population of Auckland (1.57 million) with the greater Waikato, meaning almost 2 million people are in close proximity. This provides a ready-made consumer market plus additional resources including labour and specialist skills.



POPULATION

HUNTLY

The resident population of Huntly in 2016 was 6,930.

6,930

DISTRICT

71,200

There is good reason to be based in Huntly. Its location, just an hour's drive from central Auckland and 30 minutes from Hamilton, makes it the perfect base for those wanting a small town lifestyle, with big city amenities. It lies adjacent to the spectacular Waikato River and boasts several lakes and parks with picturesque walkways, all surrounded by rich farmland.

THE NUMBERS...

Age and sex HUNTLY EAST

Total population

- The median age (half are younger, and half older, than this age) is 38.6 years for people in Huntly East. The median age in Waikato District is 38.2 years.
- 17.3 percent of people in Huntly East are aged 65 years and over, compared with 11.8 percent of the total Waikato District population.
- 23.0 percent of people are aged under 15 years in Huntly East, compared with 24.0 percent for all of Waikato District.

Top five industries in Huntly East

By employee count

For year ended February 2013

Industry (ANZSIC06) ⁽¹⁾	Huntly East		Waikato District	
	Employee count	Percent of total employee count	Employee Count	Percent of total employee count
Retail trade	240	16.0	690	4.5
Manufacturing	200	13.3	1,540	10.0
Mining	180	12.0	520	3.4
Health care and social assistance	170	11.3	720	4.7
Accommodation and food services	150	10.0	730	4.7

SOURCE: STATS
NEW ZEALAND ^{4, 5}

Age and sex HUNTLY WEST

Total population

- The median age (half are younger, and half older, than this age) is 28.6 years for people in Huntly West. The median age in Waikato District is 38.2 years.
- 10.3 percent of people in Huntly West are aged 65 years and over, compared with 11.8 percent of the total Waikato District population.
- 32.2 percent of people are aged under 15 years in Huntly West, compared with 24.0 percent for all of Waikato District.

Top five industries in Huntly West

By employee count

For year ended February 2013

Industry (ANZSIC06) ⁽¹⁾	Huntly West		Waikato District	
	Employee count	Percent of total employee count	Employee Count	Percent of total employee count
Electricity, gas, water and waste services	330	50.0	450	2.9
Education and training	170	25.8	1,500	9.7
Health care and social assistance	80	12.1	720	4.7
Mining	25	3.8	520	3.4
Administrative and support services	18	2.7	420	2.7

HUNTLY COMMUNITY BOARD



This paper was commissioned by the Huntly Community Board in July 2017.

The Board wanted an unbiased, qualitative research approach regarding Huntly and its development over the next five years.

The aim wasn't for a nebulous 20-year plan, but a practical and practicable plan over the next five years, with a focus on the next two and a half years.

This paper reflects those in the community who are committed and have aspirations for the home they call Huntly.

And, this paper reflects those views to achieve very real and tangible actions to realise those aspirations.

The section on the How (at the end of this paper), is the author's recommendation of what the community should be doing to achieve a number of objectives to support Huntly and its community.

METHODOLOGY



The methodology behind this paper was threefold:

1: Face to face interviews

2: Telephone and Internet responses (People were aware of the research through a newspaper article and online through the Waikato District Council;

3: Desktop research.

The questions asked of the interviewees were:

1. Why is there a need for a refresh of the Huntly Plan?
2. What do you think will help make positive changes in the community and what's in the way?
3. How do you see Huntly in the future?
4. Who are the key people or organisations that will drive this?
5. What do you expect from this report?

These questions were relatively open ended, as this allowed people to provide their views in a structured way, but with latitude to vary into what they felt was important. The responses were anonymous. This report was to capture the views of a number of Huntly and people with an interest in Huntly. The aim is to create a conversation, with which more people in Huntly can be informed and participate within the scope of a community plan.

Q1...

QUESTION 1...



Why is there a need for a refresh of the Huntly Plan?

The following is the responses from the participants during the interviews.

- “We are on the cusp of opportunities and need a focus and direction to enable those opportunities.”
- “There’s a need to capitalise on location, once the expressway goes through.”
- “Huntly can affect people’s lives if we create it.”
- “It’s about leadership to promote Huntly as a great town for future development.”
- “We aren’t moving with the modern times and our negative publicity is hampering the town.”
- “We aren’t a coal mining town, we need new ideas and identity.”
- “Let’s get land zoned for the service town we are.”
- “We are on the verge of change.”
- “Need more focus about the people.”
- “We are haphazard and reactionary, not revolutionary.”
- “I’m sick and tired of my town being talked about in a negative way.”
- “We need to focus on the river, it’s beautiful.”
- “Perceptions have to change, we aren’t a horrible town.”
- “Get the image up, be more positive.”
- “There’s a lot of businesses popping up, we need to support them.”
- “The growth opportunity is now, we are in the golden triangle that is growing.”

Q1...

QUESTION 1...



Why is there a need for a refresh of the Huntly Plan?

The following is the responses from the participants during the interviews.

- “We need to form a committee to support the community board.” (Note, this comment wasn’t from a community board member).
- “It’s an amazing location, beautiful lakes, the river, it’s a good place to retire to.”
- “Our location is conducive to being a strong service town, we shouldn’t be a commuter town.”
- “We need to build on Huntly being a business centre and a rural service centre.”
- “There’s an opportunity to bring Maori and Pākehā together around education initiatives and then get on with it
- “We should work with Transit to identify what opportunities have happened to other towns when the bypass goes through.”
- Let’s get land zoned for the service town we are.”
- “Huntly needs this expressway so we can get our road back and do our own thing.”
- “Be smart, build on what’s already here and help the people do better, no need to recreate the wheel.”
- “Huntly West seems to be going backwards, we need to do something, we need pride back in the shopping area, make it attractive.”
- The kids need something to do, there is nothing to do in Huntly.”
- “We have to reinvent what we are, we aren’t coal or electricity we are tourism, walks, lakes and the river.”
- “It’s an opportunity to build on the history and celebrate it.”

Q2...

QUESTION 2...



What do you think will help make positive changes in the community and **what's in the way?**

The following is the responses from the participants during the interviews.

- “Re brand Huntly.”
- “Invite Council staff to understand business and understand where Huntly is going.”
- “Focus on the possible by identifying it and working to those strengths.”
- “Create policy for the youth and work with relevant Government depts. To create initiatives.”
- “Reinstate the business association and get people involved, be hands on and provide direction.”
- “We need to be a collective and collaborative group of people, we aren't we need to take leadership.”
- “Have a campervan park next to the river along with user pays laundry and shower blocks. Also a septic dumping area Powered sites could be installed using an electronic pay by the hour system. Also install an information board of local interests in the campervan park.”
- “Permits are hindering us, we need zoning and permitting so that the opportunity is there for investment.”
- “We need a proper strategic town, we need to be a service centre, but there doesn't seem to be any planning.”
- “Talk with the volunteers in the OP shops, understand the positive they see about people giving, and understand who really is in need”.
- “We need to joint venture with business and council to get things done, I feel like I'm on my own when trying to invest.”
- “We need to educate the council about our aims, but we need to get smarter first, we need to understand Huntly”.
- “We have to focus on the business side investing in the town.”

Q2...

QUESTION 2...



What do you think will help make positive changes in the community and **what's in the way?**

The following is the responses from the participants during the interviews.

- “We are on the cusp of opportunities and need a focus and direction to enable those opportunities.”
- “Create a soul, develop a positive spirit about what Huntly is.”
- “People’s preconceived ideas are in the way, our own.”
- “Crime is a deterrent for investment, how do we join up with the police to help them?”
- “We should have an induction programme for new people who move into town.”
- “We need to attract investment, there is a need to attract bigger businesses.”
- “Look at the tourism opportunities from being the home of Kingitanga.”
- “We are a divided town and there is no forum to discuss opportunities from both a Maori and Pākehā perspective.”
- “Create a vision and sit down with people and get resources attached to the vision.”
- “Bring the bush railway into town as a tourism venture.”
- “We need to encourage more retirement housing and investment.”
- “There’s not enough commercial land, is there a proper study saying why?”
- “Government agencies don’t seem to be doing much, how do we find out what they are doing and how do we get involved?”

Q3...

QUESTION 3...



How do you see Huntly in the future?

The following is the responses from the participants during the interviews.

- “A place to escape too, avoid the hustle and bustle.”
- “A village feel with a strong, proud and friendly community.”
- “Don’t forget the people, it’s about the people.”
- “Huntly is the base and will become the service town.”
- “It should be a master planned country service town with a friendly feel.”
- “A main street which is more pedestrian friendly and well developed to encourage business investment.”
- “It’s a destination town, like Clevedon or Matakana – how do we achieve it?”
- “It’s a support centre and council needs to recognise that.”
- “It’s a proud town with industry – we need the mayor to lead it”.
- “It’s a place to call home, with more houses and industry”.
- “A place where the misconception about it is cleared up”.
- “The bypass will be good for the town, so long as we have direction.”
- “A retirement village, can’t see it getting too big regarding housing.”
- “A centrally located service town with a village feel.”
- “A beautiful lifestyle location.”

Q3...

QUESTION 3...



How do you see Huntly in the future?

The following is the responses from the participants during the interviews.

- “A food and drink destination – farmers’ produce available to Aucklanders.”
- “A community working together and helping others.”
- “A joined up community with no silos.”
- “I believe it will happen. It’s a great option for people to live and work here.”
- “A welcoming place for new migrants.”
- “A service town for the retirement villages that will be built here.”
- “It will become a little industrial town.”
- “A gateway to the North Waikato where people want to retire here.”
- “Bring the elderly out of Remuera and build nice and new places for them.”
- “A town where education grows from investment into the kids.”
- “A nice little town that supports farming industries.”
- “A prosperous place based on location.”
- “A town that is going to grow purely because of location.”
- “A town that provides leadership to other towns regarding turning themselves around.”
- “A funky town we are proud of.”
- “A place where you shop, work and play in.”
- “People come off the motorway because they have heard about our Maori history and art.”

Q4...

QUESTION 4...



Who are the key people or organisations that will drive this?

The following is the responses from the participants during the interviews.

- “Key business and community leaders who are progressive.”
- “A community group needs to be formed.”
- “We need a think-tank.”
- “We need doers.”
- “A Huntly development group that is a governance group.”
- “A group that supports the community board and council to get things done.”
- “A collective group that focuses on leadership and direction.”
- “A board where service organisations are included.”
- “Something that government and council will recognise and come to for ideas.”
- “A wide range of people who practice a marae-based approach of discussion.”
- “Don’t form new things, work with what’s there and involve the people.”
- “Integrate all the thinking, the silos don’t work.”
- “Create an entity that involves everyone and focuses on near term priorities.”
- “It’s plain and simple, the Council should drive change.”
- “Create something where the group actually walks around Huntly and sees what’s needed and makes recommendations.”
- “Invest in something and then task it to lead by providing clear guidance to the community board.”

Q4...

QUESTION 4...



Who are the key people or organisations that will drive this?

The following is the responses from the participants during the interviews.

- “Create a committee for Huntly that is administered by the Council and reports to the Community Board.”
- “There is a need to create something with half a dozen people to drive things.”
- “Grow the next level of Kaumatua and help people through a group.”
- “If something is created, make sure it aligns with all relevant Waikato plans, or puts Huntly case very clearly.”
- “Council is the organisation to do this.”
- “Leadership – need to get all the troops marching in the same direction.”
- “We, as a business community, need to step up and invest in something to provide leadership to Huntly.”
- “Create a group with a focus on the whole community, not just business.”
- “Before creating something, ask the community exactly what that something is.”
- “Create a collaborative group with very defined boundaries to work within.”
- “Something that is positive and directed will work, the time is right.”
- “Create a development organisation – not an economic development agency though.”
- “A leadership group that listens to a wider community and doesn’t have a narrow interest.”
- “Just create something, I’m frustrated, we need direction.”

Q5...

QUESTION 5...



What do you expect from this report?

The following is the responses from the participants during the interviews.

- “Something that people read and say that’s achievable.”
- “Something that is the gateway and shows us what we need to do.”
- “Action items and things that have to happen to get zoning changes.”
- “Something that forces change but is measurable.”
- “A blueprint that has ownership by the community.”
- “Answers to the frustrations of us going nowhere.”
- “Some clear guidelines.”
- “Something that formalises people’s thinking.”
- “I want a feel for what the people’s and community thoughts are which I can then base my decisions on regarding next steps.”
- “I want to see what our options are.”
- “I want to take the recommendations and get on with implementing them sooner.”
- “Something that will start the conversation and not sit on a shelf – it must be an easy read.”
- “Something with a focus of five years that gets on with it.”
- “A key that opens the door for getting on with it.”
- “Ideas to start a discussion for change within the community.”

Q5...

QUESTION 5...



What do you expect from this report?

The following is the responses from the participants during the interviews.

- “Something that provides a structure to start a mood for change.”
- “There’s a need to capitalise on location, once the expressway goes through.”
- “Something factual and with an opportunity to develop the concepts further.”
- “A way forward, what’s tomorrow about? And then clear recommendations.”
- “Points clearly made for future direction.”
- “A document which the community board can adopt and turn into a future plan for development.”
- “Recommends clear action points with a recommendation to do the things now.”
- “A plan for the next five years, not 50.”
- “The report quite clearly tells us what the people are saying and provides good ideas to work with”
- “Make sure it is accountable and reflects Huntly’s core values”
- “A people focused report that benefits both people and community.”
- “See some sort of plan which may not be perfect, but kind of shows the way.”
- “Not a statement of intent, something tangible and can be realised.”
- “A keep it simple report where the power returns to the community to make community decisions.”
- “Sensible with a vision of Huntly that can be achieved over five years.”

TO DO RECOMMENDATIONS



Because this plan is focused on the next 5000 hours, this “To Do” list is a series of recommendations to help achieve many of the aspirations and opportunities as outlined in this report.

Place, People, Community, Leadership have been the important themes that came through all the interviews.

So, this “To Do” List follows on those themes and expands the opportunities that Huntly has in front of it over the next two and a half years.

This chapter then, outlines some of the practicable things that Huntly is able to build on the good things already happening so that the people of the town continue to enjoy living, working and playing in their town.

1. PLACE
2. PEOPLE
3. COMMUNITY
4. LEADERSHIP

TO DO PLACE



Place is so much more than just the physical location and attributes of the town and area. It's about the role that Huntly has to play both economically and socially within the Waikato region and New Zealand. The opportunities around place regarding Huntly are numerous, however, like anything it requires careful analysis and considered development based on capital, trends and leadership.

PLACE: The opportunity to build on the economic competitive advantages of Huntly and its location is what **PLACE**, is about. It's about taking the very essence of what Huntly already is and building on those strengths.

It is working within the current Waikato Means Business and Hamilton Waikato Tourism to develop relevant plans and implement ideas.

It's about working with the current businesses and truly understanding their needs and future needs from a land and resource perspective.

And, it's about working with the District Council to provide them with clear, researched recommendations.

OPPORTUNITIES around place are:

- Detailing competitive advantages through thorough analysis and a research report;
- Aligning with the key strategies of the Waikato Means Business plan;
- Work with Hamilton Waikato Tourism to develop a Huntly specific tourism plan;
- Engage with the District Council to analyse and provide clear direction regarding zoning and business opportunity (Huntly North and Heavy Industry Rotowaro);
- Develop a full retail plan – including opportunities;
- Develop a branding strategy that is both positive and relevant.

TO DO PEOPLE



People is quite a different approach than that of community groups. It's about supporting those individuals, whether they are business owners, social providers or students who are trying to make a difference. It's about identifying those who are stepping up, or want to step up and achieve within their field, career or business. Supporting their story, others will see Huntly as a place to invest.

PEOPLE: The conversations and comments that were relevant to people was mainly about how do recognise, work and promote good people in the town.

While community, the economy and leadership are all relevant to this paper, the idea is that to help reposition Huntly, we need good people telling their stories, which in a way will narrate Huntly as a town to create a home and work in.

Comments about Huntly getting a hard time publicly, whether through the media/TV was quite prevalent during the interviews.

The opportunities that people were alluding to were about getting our story out there about how proud we are of living in Huntly, but that the perception can only change through Huntly people being recognised and their stories being told.

It makes sense to bring good people together to capture their stories, successes and aspirations and to help them tell those stories, while also building on a feeling of pride about being from Huntly.

OPPORTUNITIES with people are:

- Each year, identify people who are leaders and need support for their initiatives;
- Develop a Huntly people award, where there are different categories for initiative and effort;
- Publish people initiatives and help support them get funding/ideas/support for their initiatives;
- Create an Huntly alumni group, which people can join and where community initiatives are updated – this is a way of involving current and ex people who may want to invest in ideas and initiatives;
- Use Huntly people's stories in a consistent and positive way when promoting Huntly through the many different media channels that are available today.

TO DO COMMUNITY



Community is what makes a town. Pride, sense of being and believing in what they are doing requires both support and encouragement. During the study, the sense of building on the community that is already there was prevalent. The opportunities of supporting community initiatives help support all the relevant initiatives contained in this report.

COMMUNITY: Community in every sense is about people getting involved with areas that they interest them.

A town's opportunity around community is to take a strategic view of where it can help support those who are already working hard to achieve either as individuals, or as groups within the community.

The opportunities outlined are about taking the initiatives within this paper and enabling them.

The aim is to ensure that the different actions, activities and initiatives help support the overall community plan.

The outcome is that the community, Waikato and New Zealand sees a community that is engaged.

OPPORTUNITIES regarding initiatives within the community are:

- Meeting with community groups and mapping what their ideas/aspirations are;
- Aligning their ideas/initiatives with local and national strategies and adding weight to their aspirations;
- Develop a an events/community calendar that is promoted and distributed to a wider audience;
- Work with community initiatives to support funding applications from national/government bodies, which shows their alignment with community aspirations.

TO DO LEADERSHIP



Like anything, it takes leadership to achieve. Based on the meetings and interviews during this project, what kept coming through was that there needs to be support from a leadership perspective. The opportunity that many saw is to develop some form of leadership in the town which can better assist both the community board, council and New Zealand with the opportunities that Huntly offers.

LEADERSHIP: This is where all the opportunities are turned into reality.

The main aspect of the comments, interviews and thoughts that prevailed was that there needs to be some form of group established that will prioritise, plan and enable relevant plans and strategies to progress Huntly.

The aim, is that 'group' should then help guide and direct the Community Board, which then feeds through the aspirations and strategies to the District Council for inclusion in their relevant plans, both for the district and for the Waikato.

OPPORTUNITIES for leadership:

- Create a group 'committee' ('think tank') of approximately nine people;
- Prioritise any planning based on the opportunities outlined in this plan;
- Work with and report through to the community board – collaboration is key;
- Be an evidence-based group that works to the respective strengths of place, people and community;
- Use it as a vehicle to invite others to present and to discuss ideas;
- Ensure it's relevant so other agencies (other than council) will use its resources and ideas.

HOW



The how is very simple, it just takes leadership and people wanting to step up to provide that leadership.

It's also very simple if you set priorities about what it is as a community that you wish to achieve.

It is also very simple if there is a genuine mood for collaboration and achieving goals for the good of the community.

Then it's about getting on and achieving those goals.

Therefore my recommendation is either:

1. CREATE A COMMITTEE FOR HUNTLY –

Look to the Committee for Sydney for ideas (Auckland has a similar one) and resource that committee by creating a budget and secretariat. This funding should come from the community, not council for it to be truly independent.

2. ALTERNATIVELY:

The Community Board prioritises and adopts some of these ideas/views contained in this report and incorporate it into a community plan which they put into action.

Whichever option is chosen, the ideas and views contained in this report be prioritised into four key areas with which to focus on and work too.

These being:

1 FOCUS ON GROWTH - Commission an in depth economic research report which focuses on creating industry/jobs This report will be done in partnership with relevant government agencies and local council;

2. CREATE STORIES – Develop a communications plan that will help position Huntly's image and appeal as one that is favourable and conducive to people wanting to live and work in the town;

3. DEVELOP A COMMUNITY PLAN – one where the community groups can create a framework to leverage and support each other and where it meshes with the rest of the community initiatives and actively seek funding for those groups;

4. DRIVE LEADERSHIP – by this, look outside of what Huntly is and create a conversation that positions Huntly as a town of location, people, history, tourism and business opportunity in the minds of government, investors, media and New Zealanders.

THANKS



My thanks goes to the following people who have had input into this paper. Their comments, views and ideas have been appreciated.

Katrina Langlands
 Sandra Stewart
 Kim Bredenbeck
 Ron Farrar
 Denise Lamb
 Frank McNally
 Corey Rees
 Cr Shelley Lynch
 Phil Amos
 Allan Powell
 Cory Cullen
 Aaron Henderson
 Prue Clifford
 Red Wootton
 Bryan Morris
 Bryce Mounsey
 Les Wykes
 Melissa Savage
 Clive Morgan
 Audra Cooper
 Graham Gunn
 Craig Graham
 Fraser Graham
 Sharon Beddis
 Travis Bradbury

John Beddis
 Tim Foy
 Ray Urquhart
 Brian Curle
 Heather Ayerst
 Kevin Kennan
 Peter Harris
 Pam Dunn
 Kellee Mohi-TeWara
 Tawera Nikau
 Bronwyn Slater
 Kevin O'Reilly
 Phil Ludwig
 Jackie Rogers
 Tania Simpson
 John Bana
 Chris Joblin

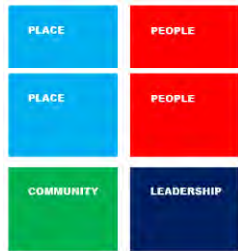
There was also a presentation to the Huntly Lions and guests to approximately 25 people. A question and answer session from that meeting has also made up part of this paper.

Thanks also to Jackie Rogers and Frank McNally for the photographs. And to the Katrina Langlands for her support and advice.

NOTES



REFERENCES



APPENDICES AND LINKS:

1. <https://www.sciencelearn.org.nz/resources/455-norman-hill>
2. <https://teara.govt.nz/en/waikato-places/page-4>
3. http://www.stats.govt.nz/Census/2013-census/profile-and-summary-reports/quickstats-about-a-place.aspx?request_value=13681&tabname=&p=y&printall=true
4. http://www.statisticsnz.govt.nz/Census/2013-census/profile-and-summary-reports/quickstats-about-a-place.aspx?request_value=13680&tabname=Work&p=y&printall=true
5. <http://www.sydney.org.au/>

CONTACTS



FOR MORE INFORMATION CONTACT

Huntly Community Board

<https://www.waikatodistrict.govt.nz/your-council/council-committees-boards/community-boards-and-committees/huntly-community-board>

AUTHOR

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August 2017



HUNTLY

Project 5000

(SCOPE)



Prepared by

Author: Chris Simpson

Date: April 2017

Introduction

This scoping paper's main purpose is to provide a framework with which interested parties in Huntly are able to formulate and develop a plan to both promote Huntly as a competitive investment proposition and a great place to live.

The working title **Project 5000** refers to the three years (5000 weekday working hours) until Huntly is bypassed. The aim is to use this as a call to action, and promote a short, focused three-year strategy that positions Huntly regarding the opportunities that the bypass will provide.

Scope

This scope is to establish draft objectives, a strategy and tentative timeline to support a plan to back Huntly as a place that people choose to live in and a place to invest.

The development of a full project plan and appropriate sequencing will be developed in conjunction with the appropriate Huntly group once this scoping paper is agreed to.

A key underlining aspect of this scope is to support and leverage all the enablers of Huntly to help underwrite a quality and relevant final project plan.

These concepts are discussed within this document.

Objectives

Two aspects:

1. To present Huntly as an investment destination, and:
2. Promote Huntly as a good place to live and raise a family to New Zealanders.

The objectives of this scope are to support the goal of:

"Preparing Huntly to confidently and proudly engage the opportunities of 2020."

Strategy

The strategy is essentially to promote why Huntly, when looking back in the near future, will be a good place to have bought into now, and explaining why in the long term Huntly is a place where investment, families and opportunities are centred.

At the same time we build trust in Huntly so it is seen as a trusted and respected town that is committed to the long-term investment into its people.

This strategy's scope is broken into four key component parts:

1. **Context** – Identifying the key opportunities and maximising them for both Huntly and the Waikato, while thoroughly understanding the issues and relevant opportunities;
2. **Stakeholders** – Involving key stakeholders that are influencers of the project;
3. **Messaging** – Key messaging is garnered, developed, tested and then actioned;
4. **Engagement (tactics)** – How to engage and with key audiences (who) regarding key messages;

Timeline – maximising the engagement.

PROJECT STRATEGY

KPI (HIGH LEVEL) - DETAIL TO COME IN FULL PLAN IN CONSULTATION WITH THE CLIENT.

May

Draft scope agreed to regarding objectives. Full timeline agreed to based on input about scope and reach (engagement).

Budget and costs established. Contract engaged.

June

Research/draft strategy developed.
Economic research commissioned.
Draft report presented.

July

Final draft report presented.

NOTE: Timeline/Budget to be developed in consultation with the strategy group.

Draft Budget

This draft budget is approx.

BUDGET (EXCLUSIVE OF GST)	TASK
	Tasks
	Strategy Scope discussed and relevant questionnaire developed.
\$1,900	
	Interviews with relevant stakeholders
\$3,200	
	Research commissioned re Huntly Economy/Social
\$4,500 (External Economic Research Agency) ¹	
	Draft Report presented - findings discussed and edits.
\$1,900	
	Final Report developed and presented
\$1,900	
	Disbursements
\$402*	
Total	\$13,802

¹ External Economic Research Agency engaged - or possibly work with Waikato District Council to provide the research to keep costs down.

* **NOTE:** Disbursements of a flat rate of 3% charged.

Conclusion

This scoping paper is a high level overview of the options available for this project. The details of the plan will emerge in consultation with the Huntly community.

A thorough development of the themes contained in this scoping document will be carefully worked through so as to support the overall strategy.

The overall aim, by the end of this project (in 5000 hours) is to achieve a level of pride by Huntly residents, Waikato-ites and New Zealanders that a town can change and pride can be instilled through a sense of effort, work and ownership to embrace change.

Notes

Ends

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Huntly Community Board

Project 5000

TERMS OF REFERENCE

Background & Opportunity

This scoping paper's main purpose is to provide a framework/strategy with which interested parties in Huntly are able to formulate and develop a plan to both promote Huntly as a competitive investment proposition and a great place to live.

The working title **Project 5000** refers to the three years (5000 weekday working hours) until Huntly is bypassed. The aim is to use this as a call to action, and promote a short, focused three-year strategy that positions Huntly regarding the opportunities that the bypass will provide.

Objectives & Benefits

The objective is essentially to promote why Huntly, when looking back in the near future, will be a good place to have bought into now, and explaining why in the long term Huntly is a place where investment, families and opportunities are centred.

At the same time to build trust in Huntly so it is seen as a trusted and respected town that is committed to the long-term investment into its people.

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-

In Scope / Out of Scope

This scope is to establish draft objectives, a strategy and tentative timeline to support a plan to back Huntly as a place that people choose to live in and a place to invest.

The development of a full project plan and appropriate sequencing will be developed in conjunction with the appropriate Huntly group once this scoping paper is agreed to.

A key underlining aspect of this scope is to support and leverage all the enablers of Huntly to help underwrite a quality and relevant final project plan.

Out of scope for this project is a full implementation plan based on the strategy presented in the final report.

Constraints & Risks

The major constraint with a small budget is that only a certain number of people can be engaged with at any meaningful level.

The risk to this project is:

Lack of engagement by community members which leads to poor analysis and outcome from the analysis.

Unable to meet all the people during the interview process/others who may have wanted to contribute, but were unable to.

Assumptions & Dependencies

That there will be a consistency of input from interviewees that will provide direction regarding objectives and strategies regarding the positioning of Huntly – based on the scope.

This will require considered and thoughtful comments/views from those who are interviewed and engaged with.

Roles/Governance

Huntly community board to provide input/ideas and governance during the project.

The project is envisaged to take (approx) 1 month to be completed.

Deliverables

A paper and a presentation of the paper will be delivered to the Huntly community board and Waikato district council for adoption and implementation.

Approach

The work that will be completed by the project team to deliver the paper are:

1. A qualitative question approach through meeting(s) with community/stakeholder representatives; local politicians; other groups relevant to the project;
 2. A draft paper completed by the end of June for discussion with the Huntly community board;
 3. Community meeting to discuss the paper;
 4. Final paper presented to the Waikato district council for adoption – by the Huntly community board.
-

Community Interviews

People (groups) to meet with.

POTENTIAL INTERVIEWEES	CONTACT DEATILS
Huntly Community Board	
Mayor	
CE	
Tony Whittaker/Jake Quinn/Clive Morgan	
Huntly Primary	Heather Simpson
Rakumanga	
Kimihia	
St Anthony's	
Te Kauwhata College (Huntly Students)	
Huntly College	Tim Foy
Solid Energy	Paul Hunt
NZTA	
NZ Rail	
TGH	Chris Joblin
	Fraser Graham
	Matt Peacocke
	John Campbell
	Sandra Stewart
Coopers Tyres	Travis Bradbury
Huntly Joinery	Wayne Rendell/Oscar Oarson
	Karl Lapwood
	Les Wykes
	Andrew and Melissa Savage
	Gerald Shand (Jacqui)
PLB	Philip Leather
Fred's store	Lale and Jazz
Kimihia home	Brian Munsey
Labour	Nania Mahuta
National	Lindsay Tisch (New candidate not elected)

Questions

These are the questions that will be asked during interviews. They are based on the four key components of the strategy:

1. **Context** – What are the key issues and opportunities currently in Huntly?
 2. **Stakeholders (people vested in Huntly)** – Why do you think Huntly is a special place?
 3. **Messaging** – What messaging do think needs to be developed for Huntly?
 4. **Engagement** – How do you think Huntly should engage with regarding key audiences and who do you think those audiences are?
-

Open Meeting

To	Huntly Community Board
From	Tony Whittaker General Manager - Strategy & Support
Date	8 May 2017
Chief Executive Approved	Y
Reference #	1720167
Report Title	Review of Huntly Community Plan

1. EXECUTIVE SUMMARY

The purpose of this report is for the Huntly Community Board ('the Board') to approve using a portion of its discretionary fund to engage external support to prepare a more strategic community plan. The Board adopted a Community Plan following a number of public workshops in May 2015. Given the significant impact of the Expressway on Huntly and the other Community Facilities, District Plan, State Highway Revocation Opportunity and Huntly Focus projects currently underway, the Board consider a more strategic approach to the 'refresh' of this plan is appropriate. The Board would like to engage external assistance for this purpose.

2. RECOMMENDATION

THAT the report from the *General Manager Strategy and Support – Review of Huntly Community Plan* be received;

AND THAT the Board support the development of a strategic community plan in accordance with the process articulated in this report;

AND FURTHER THAT subject to support from the Strategy & Finance Committee the Board allocate \$xxx from the discretionary fund for this purpose.

3. BACKGROUND

The Huntly Community Board adopted its current community plan following a number of public workshops in May 2015. Progress against the plan outcomes/projects has been discussed on a number of occasions at subsequent Community Board meetings. The Board are now interested in a key refresh/rewrite of the document in the context of the significant impact of projects underway in Huntly and the surrounds and key opportunities that those projects provide.

The Board are interested in securing appropriate external assistance to facilitate and help prepare the plan. The Board would like to use a portion of the discretionary fund available to it for this purpose. The Board understand there is an appropriate process to be followed to achieve this within Council policies and procedures.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

The Board wish to undertake an important and significant refresh of its Community Plan. The intention is to ensure it is sufficiently strategic and for this would like to engage suitably qualified and experienced external assistance. This will require the Board to follow Council processes to ensure appropriate accountability with regard to ratepayer funds, on the assumption the Boards discretionary fund will be used to fund the assistance. The following process will be used by the Board:

- resolve to undertake the project
- resolve to use discretionary funds
- prepare a scope of work which is supported by the Board
- seek a proposal (one is sufficient if cost is less than \$10,000, else two are required)
- evaluate and support one proposal based on predetermined criteria
- sign short form agreement with contractor
- monitor project deliverables against the agreed scope of work.

A report will be prepared by staff for the Strategy and Finance Committee's consideration/support as required by the 'Use of Discretionary Funds for Community Boards and Community Committees Policy'.

4.2 OPTIONS

The Board could choose to progress with a refresh of its Community Plan with external assistance or not. This is subject to the support of the Strategy & Finance Committee of Council, following due process and appropriate discretionary funds being available to the Board for this purpose.

5. CONSIDERATION

5.1 FINANCIAL

The Board has discretionary funds available as at 18 April 2017 (after commitments made as at that date) of \$11,116.04. It should be noted there is one further funding round this year the Board will need to consider when allocating funds to this project.

5.2 LEGAL

The Board must use the appropriate Council procurement process when engaging external assistance given the discretionary funds are ratepayers funds and hence accountability and transparency is required.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

The Community Plan is a recognised document within Council providing direction on the communities goals and aspirations. Projects derived from the community plan will be considered for inclusion in the Long Term Plan.

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

(Ascertain if the Significance & Engagement Policy is triggered or not and specify the level/s of engagement that will be required as per the table below (refer to the Policy for more detail and an explanation of each level of engagement):

Highest levels of engagement	Inform	Consult	Involve	Collaborate	Empower
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Tick the appropriate box/boxes and specify what it involves by providing a brief explanation of the tools which will be used to engage (refer to the project engagement plan if applicable).</i>	<p>Community Boards and Committees are being empowered to develop their community plans and to use this to identify projects for consideration in Council's Long Term Plan 2018-2028.</p> <p>Community engagement could also extend to the 'empower' level of engagement, if the community choose to deliver the project with little Council involvement.</p>				

State below which external stakeholders have been or will be engaged with:

Planned	In Progress	Complete	
			Internal
✓			Community Boards/Community Committees
			Waikato-Tainui/Local iwi (provide evidence / description of engagement and response)
✓			Households
✓			Business
			Other Please Specify

Comment(if any): *

6. CONCLUSION

The Huntly Community Board wish to undertake a strategic review and refresh of its community plan. They are considering the use of external assistance for this process, to be funded via the Board's discretionary fund. Use of an appropriate procurement process is required for this, as is support from the Council's Strategy & Finance Committee. A separate paper is being prepared for the later purpose.

Open Meeting

To	Strategy & Finance Committee
From	Tony Whittaker General Manager Strategy & Support
Date	8 May 2017
Chief Executive Approved	Y
Reference #	I720630
Report Title	Review of Huntly Community Plan

I. EXECUTIVE SUMMARY

The Huntly Community Board ('the Board') will consider a report at their May meeting which proposes using a portion of its discretionary fund to engage external support to prepare a more strategic community plan. The Board adopted a Community Plan following a number of public workshops in May 2015. Given the significant impact of the Expressway on Huntly and the other Community Facilities, District Plan and Huntly Focus projects currently underway, the Board consider a more strategic approach to the 'refresh' of this plan is appropriate. The Board would like to engage external assistance for this purpose.

Council's 'Use of Discretionary Funds for Community Boards and Community Committees Policy' requires the Board to engage with the Strategy & Finance Committee prior to committing any funds to pay consultants. The outcome of the Huntly Community Board resolution will be known in time for the Committee's consideration of this report. The Committee can then consider the request for using the discretionary fund for consultants if required.

2. RECOMMENDATION

THAT the report from the *General Manager Strategy and Support – Review of Huntly Community Plan* be received;

AND THAT the Committee notes the development of a strategic community plan in accordance with the process articulated in this report;

AND FURTHER THAT the Committee support the Board allocating up to \$10,000 from the discretionary fund for this purpose.

3. BACKGROUND

The Huntly Community Board adopted its current community plan following a number of public workshops in May 2015. Progress against the plan outcomes/projects has been discussed on a number of occasions at subsequent Community Board meetings. The Board is

now interested in a key refresh/rewrite of the document in the context of significant impacts of projects underway in Huntly and the surrounds and key opportunities that those projects provide.

The Board is interested in securing appropriate external assistance to facilitate and help prepare the plan. The Board would like to use a portion of the discretionary fund available to it for this purpose.

The 'Use of Discretionary Funds for Community Boards and Community Committees Policy' requires the Board to engage with the Strategy & Finance Committee before any commitment of discretionary funds can be made to pay consultants.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

The Board wish to undertake an important and significant refresh of its Community Plan. The intention is to ensure it is sufficiently strategic and by engaging suitably qualified and experienced external assistance. This will require the Board to follow Council processes to ensure appropriate accountability with regard to ratepayer funds, on the assumption the Board's discretionary fund will be used to fund the assistance. The following process will be used by the Board:

- resolve to undertake the project
- resolve to use discretionary funds
- prepare a scope of work which is supported by the Board
- seek a proposal (one is sufficient if cost is less than \$10,000, else two are required)
- evaluate and support one proposal based on predetermined criteria
- sign short form agreement with contractor
- monitor project deliverables against the agreed scope of work.

The 'Use of Discretionary Funds for Community Boards and Community Committees Policy' requires the Board to engage with the Strategy & Finance Committee before any commitment of discretionary funds can be made to pay consultants.

4.2 OPTIONS

The Committee could choose to support the Huntly Community Board's use of discretionary funds to progress a refresh of its Community Plan with the use of a consultant or not. Declining this request will mean the refresh as contemplated will not progress and may compromise the delivery of some key outcomes for Huntly.

5. CONSIDERATION

5.1 FINANCIAL

The Board has discretionary funds available as at 18 April 2017 (after commitments made as at that date) of \$11,116.04. It should be noted there is one further funding round this year the Board will need to consider when allocating funds to this project.

5.2 LEGAL

The Board must use appropriate Council procurement process when engaging external assistance given the discretionary funds are ratepayers funds and hence accountability and transparency is required.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

The Community Plan is a recognised document within Council providing direction on the communities goals and aspirations. Projects derived from the community plan will be considered for inclusion in the Long Term Plan.

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

(Ascertain if the Significance & Engagement Policy is triggered or not and specify the level/s of engagement that will be required as per the table below (refer to the Policy for more detail and an explanation of each level of engagement):

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	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Tick the appropriate box/boxes and specify what it involves by providing a brief explanation of the tools which will be used to engage (refer to the project engagement plan if applicable).</i>	<p>Community Boards and Committees are being empowered to develop their community plans and to use this to identify projects for consideration in Council's Long Term Plan 2018-2028.</p> <p>Community engagement could also extend to the 'empower' level of engagement, if the community choose to deliver the project with little Council involvement.</p>				

State below which external stakeholders have been or will be engaged with:

Planned	In Progress	Complete	
			Internal
✓			Community Boards/Community Committees
			Waikato-Tainui/Local iwi (provide evidence / description of engagement and response)
✓			Households
✓			Business
			Other Please Specify

6. CONCLUSION

The Huntly Community Board wish to undertake a strategic review and refresh of its community plan. They are considering the use of external assistance for this process, to be funded via the Boards discretionary fund. Use of an appropriate procurement process is required for this, as is engagement with the Council's Strategy & Finance Committee. This paper seeks the support of the Committee accordingly.

Open Meeting

To	Huntly Community Board
From	Tony Whittaker General Manager Strategy & Support
Date	08 November 2017
Chief Executive Approved	Y
Reference #	GOV0505 / 1850542
Report Title	Friendship House (Huntly) Community Charitable Trust request

I. EXECUTIVE SUMMARY

The Huntly Community Board has received a letter from the Friendship House (Huntly) Community Charitable Trust (“the Trust”) regarding support for the Huntly Memorial Hall and purposing funds currently held following the winding up of the Huntly Social Services Coordinating Committee.

The Huntly Community Board should consider how it wishes to respond to this letter.

2. RECOMMENDATION

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

AND THAT the Huntly Community Board consider how to respond to Friendship House (Huntly) Community Charitable Trust.

3. ATTACHMENTS

Friendship House (Huntly) Community Charitable Trust letter dated 03 November 2017



Friendship House (Huntly) Community Charitable Trust

3rd November 2017

To Huntly Community Board,

This letter is to request that the Huntly Community Board support the rehabilitation of the Huntly Memorial Community Centre and include it as a priority in the Huntly Community Plan. Another part of the request is that the Huntly Community Board seeks to utilise the funds and assets from the Huntly Social Services Coordinating Committee towards the cost of rehabilitation.

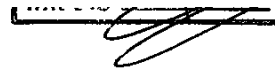
The Hall is a community built facility; it could be a great space for indoor sports, youth groups, arts, community workshops, events and much, much more. In the past it has been a facility where all of this took place. The Hall needs to move away from being a council building and become a wholly community owned and operated facility.

Many different community groups could use the Hall under the management of one community trust or society. It could be a thriving community centre, a vital community asset.

The town of Huntly is growing and the benefits of a multipurpose community hall would be huge.

All of these things align with the original objectives of the Huntly Social Services Coordinating Committee Incorporated.

RULES



1. The Society shall be known as The Huntly Social Services Co:ordinating Committee Incorporated Here after referred to as the Committee.
- 2 **OBJECTIVES**
 - (a) To administer and maintain the Community House situated at No.14 Ralph Street, Huntly.
 - (b) To raise funds and to obtain grants for the running of Community House and for Social Services in the Huntly area.
 - (c) To act as an umbrella organisation for volunteer Social Service groups in obtaining finance and where appropriate, administering the finances of the Groups.
 - (d) To arrange and if necessary to co:ordinate, and conduct such courses and events befitting the social needs of the community.
 - (e) To purchase and hold, such property, equipment, and materials as may be used for the social and educational needs of the Community.

There is community support for Hall reopening and the Community Board can work with those that have already voiced their support, utilising their skills and community connections to get things

55 William Street Huntly friendship.huntly@gmail.com 07 8287559



Friendship House (Huntly) Community Charitable Trust

happening. There should be a time frame put in place to see that the project happens in a timely manner with regular reports back to the community on progress.

The Huntly Memorial Community Centre could also be classed as a 'Placemaking Project'. Placemaking is turning a public place into an interactive space. It is a people-centred approach to the planning, design and management of public spaces.

It involves looking at, listening to and asking questions of the people who live, work and play in a particular space, to discover needs and aspirations. This information is then used to create a common vision for a public space.

Placemaking inspires people to collectively reimagine and reinvent public spaces as the heart of every community, thereby strengthening the connection between people and the places they share.



I look forward to your response and have high hopes for a vital, thriving Huntly Memorial Community Centre.

Kind Regards,

Victoria Kemp