

Agenda for a meeting of the Onewhero-Tuakau Community Board to be held in the Board Room, Tuakau Memorial Hall, George Street, Tuakau on **MONDAY, 23 NOVEMBER 2020** commencing at **6.00pm**.

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

1. **APOLOGIES AND LEAVE OF ABSENCE**
2. **CONFIRMATION OF STATUS OF AGENDA**
3. **DISCLOSURES OF INTEREST**
4. **CONFIRMATION OF MINUTES**
Meeting held on Monday, 12 October 2020 3
5. **PUBLIC FORUM**
6. **REPORTS**
 - 6.1 Police Update 10
 - 6.2 Discretionary Fund Report to 31 October 2020 11
 - 6.3 Tuakau Lions Club - Tuakau Christmas Parade 2020 15
 - 6.4 Naike Community Incorporated Society - Replace Gazebo Shade 31
 - 6.5 Port Waikato Resident and Ratepayers Association - Christmas Parade, Children's Beach Dig and Music in the Gardens events 54
 - 6.6 Updates to Onewhero-Tuakau Community Board on the Papakura to Bombay Project 65
 - 6.7 Projects/Ideas/Activities and Actions 73
 - 6.8 Year to Date Service Request Report 83
 - 6.9 Schedule of Meetings 2021 95
 - 6.10 Tuakau Swimming Pool Entry Fees 96
 - 6.11 Waikato District Council Executive Update Verbal

6.12 Chairperson's Report

Verbal

6.13 Councillors' and Community Board Members' Report

Verbal

GJ Ion
CHIEF EXECUTIVE

Open Meeting

To	Onewhero-Tuakau Community Board
From	Gavin Ion Chief Executive
Date	9 November 2020
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV0502
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of the Onewhero-Tuakau Community Board meeting held on Monday, 12 October 2020.

2. RECOMMENDATION

THAT the minutes of the meeting of the Onewhero-Tuakau Community Board held on Monday, 12 October 2020 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

OTCB Minutes –12 October 2020

Minutes of a meeting of the Onewhero-Tuakau Community Board held in the Board Room, Tuakau Memorial Hall, George Street, Tuakau on **MONDAY, 12 OCTOBER 2020** commencing at **6.00pm**.

Present:

Mr S Jackson (Chairperson)
Cr CA Eyre
Cr SL Henderson
Ms C Conroy [from 6.14pm]
Mr JM Lovatt [until 6.59pm]
Ms KAM Ngataki
Mr VL Reeve
Mrs BI Watson

Attending:

Mr A Wilson (Manager: Public Transport, Waikato Regional Council)

Mrs S O’Gorman (General Manager Customer Support)
Mrs L Wainwright (Committee Secretary)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr Jackson/Ms Ngataki)

THAT an apology be received from Cr Church.

CARRIED

OTCB2010/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mrs Watson/Ms Ngataki)

THAT the agenda for a meeting of the Onewhero-Tuakau Community Board held on Monday, 12 October 2020 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED

OTCB2010/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Ms Ngataki/Mr Reeve)

THAT the minutes of a meeting of the Onewhero-Tuakau Community Board held on Monday, 31 August 2020 be confirmed as a true and correct record of that meeting.

CARRIED

OTCB2010/03

PUBLIC FORUM

Public Transport – Hamilton to Auckland

Mr Wilson advised the Board on the following matters:

- Evaluation of tenders had been undertaken with a view to the service going live on Sunday, 10 January 2021.
- The timetable had not been finalised but would dovetail into the train service at Pukekohe.
- Branding would be completed.
- The bus shelter would be installed. The shelter had come from the old Huntly Railway Station.

ACTION: The Senior Transportation Engineer to advise the Board on the location of the bus shelter.

- Management of the bus shelter – Waikato District Council would be responsible for the structure and Waikato Regional Council would be responsible for any service-related matters. The two organisations would work closely together on the bus shelter project.

ACTION: Mr Wilson to report back to the Board on spaces for bikes and prams on the buses.

- Safety Masks – If New Zealand returned to Alert Level 3, passengers would be encouraged to wear masks. The bus service kept a supply of masks for customers if required.

Other Matters

- ANZAC day – A request had been received for assistance in celebrating Armistice Day on Wednesday, 11 November 2020. The cemetery flagpole would be repaired and morning tea would be held on Sunday 15 November 2020.

Ms Conroy entered the meeting at 6.14pm during discussion on the above item.

REPORTS

Discretionary Fund Report to 23 September 2020

Agenda Item 6.1

The report was received [*OTCB2010/02 refers*] and discussion was held.

Resolved: (Mr Reeve/Ms Ngataki)

THAT the Onewhero-Tuakau Community Board commits \$300.00 (including GST) towards the Armistice Day celebration to be held on Sunday, 15 November 2020.

CARRIED

OTCB2010/04

Projects-Issues-Activities and Actions October 2020

Agenda Item 6.2

The report was received [*OTCB2010/02 refers*] and discussion was held on the following items:

George Street/Buckland Road corner

ACTION: Staff to follow up on what work had been completed and report back to the November 2020 Board meeting.

Chorus

Pavers had not been replaced and work was still in progress. Chorus would meet with the Tuakau community on Tuesday, 20 October 2020 at the Tuakau Cosmopolitan Club to discuss the reinstatement and address any concerns raised by the community.

ACTION: This action to remain on the register until completion of the reinstatement.

Tuakau Library

ACTION: This action to be removed from the Actions Register.

Tuakau Swimming Pool

ACTION: Pool charges – Staff to follow up with Community Connections on entry charges for the pool and opening dates for the season.

Discussion was held on the development of the pool frontage and the involvement of the Board. Ms Ngataki to take the lead on this project on behalf of the Board.

ACTION: Pool charges – Staff to clarify the process for funding of school pools.

Toilets

Public toilets at Naike are not listed for cleaning by Waikato District Council and were currently cleaned by the community.

ACTION: Staff to consider having Naike toilets placed on the list for cleaning. A review to be carried out to assess if the toilets are up to standard.

Street Lights, Port Waikato

Rural Lighting Policy – the Board discussed the needs of the Port Waikato community and the lighting standards for residential areas.

ACTION: Staff to investigate the procedure for reviewing the Rural Lighting policy.

Additional item - Rural roadside mowing was being carried out when Bristle Grass was seeding. This causes spread and had significant ramifications for farmers.

ACTION: The mowing schedule to be reviewed to combat this.

ACTION: Staff to consider setting up generic email lists for Hall Committees to ensure emails are being received by the correct group.

ACTION: Acronyms in the Citycare report to be clarified for the Board.

Daffodil Planting

A daffodil planting day would be held in April 2021. Contacts for the Board would be Ms Ngataki for the Tuakau area and Mr Lovatt for the Onewhero area.

Tuakau Skatepark Development
Agenda Item 6.3

The report was received [OTCB2010/02 refers] and discussion was held on the following matters:

- The netball court would be placed into the Skatepark Development design.
- Clayton Place – stopping the road and forming a carpark. The Board would like input into this project.
- The development design would be completed by the end of December 2020. Tender documents would be advertised in January 2021 and work on the development would commence in September 2021.

Resolved: (Ms Ngataki/Mr Lovatt)

THAT the Onewhero-Tuakau Community Board accept the attached 2D design for the Tuakau Skatepark Development and gives the project approval to proceed.

CARRIED

OTCB2010/05

Mr Lovatt retired from the meeting at 6.59pm.

Waikato District Council Executive Update
Agenda Item 6.4

The report was received [OTCB2010/02 refers] and discussion was held on the following matters:

- Response times from staff due to heavy workloads.
- LIMs, building and resource consent permits were extremely high, and delays had occurred.

Open Meeting

To	Onewhero-Tuakau Community Board
From	Gavin Ion Chief Executive
Date	9 November 2020
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV0502
Report Title	NZ Police Update

I. EXECUTIVE SUMMARY

A representative from the New Zealand Police will be in attendance at the Community Board meeting.

2. RECOMMENDATION

THAT the verbal report from the NZ Police be received.

Open Meeting

To	Onewhero-Tuakau Community Board
From	Alison Diaz Chief Financial Officer
Date	04 November 2020
Prepared by	Jean de Abreu Support Accountant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0514
Report Title	Discretionary Fund Report to 31 October 2020

I. EXECUTIVE SUMMARY

To update the Board on the Discretionary Fund Report to 31 October 2020.

The Board has received a quotation, see attachment to this report, for two hexagonal tables to be built for placement at the Tuakau Swimming Pool. If the Board wishes to purchase these tables, a resolution for payment is required.

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received;

AND THAT the Onewhero-Tuakau Community Board approves payment:

- to H&L Tables;
- for the amount of \$900.00 (excluding GST)
- for two hexagonal tables for the Tuakau Swimming Pool.

3. ATTACHMENTS

- A Discretionary Fund Report to 31 October 2020
- B Quotation from H&L Tables

ONEWHERE TUAKAU COMMUNITY BOARD DISCRETIONARY FUND REPORT 2020/21 (July 2020 - June 2021)
As at Date: 31-Oct-2020

			GL	1.215.1704
2020/21 Annual Plan			28,878.00	
2019/20 Carry forward			65,296.00	
Total Funding			94,174.00	
Income				
Total Income			-	
Expenditure				
01-Jul-20	Tuakau & Districts Development Association Incorporated: Installation of additional CCTV Camera's in Tuakau	OTCB1812/05	12,706.78	
Total Expenditure			12,706.78	
Net Funding (Excluding commitments)			81,467.22	
COMMITMENTS:				
01-Sep-14	Contribution towards placemaking project (OTCB1409/06/2) Less : Expenses	OTCB1409/06/2	6,000.00 (1,500.00)	
06-May-19	Contribution to Placemaking project increased to \$7000	OTCB 1905/03	2,500.00	7,000.00
04-Jun-19	Tuakau Youth Centre building project	OTCB1906/04		3,000.00
06-Mar-20	Entrance fees at the Tuakau Swimming Pool for the remainder of the 2019/20 summer season	OTCB2003/03		3,550.00
16-Mar-20	Allocation of \$5,000.00 is made to the Onewhero Recreational Reserve Committee towards the cost of fencing the new BMX track	OTCB2003/02		5,000.00
31-Aug-20	An allocation of \$10,000.00 is made to the Onewhero Amateur Swimming Club towards costs to repair and upgrade the Onewhero community/school pool	OTCB2008/05		10,000.00
12-Oct-20	An amount of \$300.00 (including GST) is committed towards the Armistice Day celebration to be held on Sunday, 15 November 2020.	OTCB2010/04		260.87
Total Commitments				28,810.87
NET FUNDING REMAINING (Including commitments)				52,656.35



1700 X 1080

Open Meeting

To	Onewhero-Tuakau Community Board
From	Clive Morgan General Manager Community Growth
Date	29 October 2020
Prepared by	Lianne van den Bemd Community Development Advisor
Chief Executive Approved	Y
Reference #	GOV0514 / 2926979
Report Title	Tuakau Lions Club - Tuakau Christmas Parade 2020

1. EXECUTIVE SUMMARY

The purpose of this report is to present an application for funding from Tuakau Lions Club, who are seeking funds towards costs of the Tuakau Christmas Parade 2020.

2. RECOMMENDATION

THAT the report from the General Manager Community Growth be received;

AND THAT an allocation of \$..... is made to the Tuakau Lions Club towards costs of the Tuakau Christmas Parade 2020;

OR

AND THAT the request from the Tuakau Lions Club towards costs of the Tuakau Christmas Parade 2020 is declined / deferred until for the following reasons:

3. BACKGROUND

Tuakau Lions Club is a community service organisation. The Tuakau Christmas Parade is the largest annual entertainment event in the area and services the wider Tuakau district. The event will take place 5 December 2020.

The number of volunteers is currently an unknown as it all depends on how many club members make themselves available. The volunteer support requirements will be agreed at the 24 November 2020 meeting.

Tuakau Lions Club is the only community group that is involved with running the parade, controlling the floats and organising street stalls.

4. OPTIONS CONSIDERED

- 4.1 That the application is approved and an allocation of partial or full funding as requested be made.
- 4.2 That the application is declined.
- 4.3 That the application is deferred.

5. FINANCIAL

Funding is available to allocate for the year.

The project is noted to cost \$4,635.72. The Tuakau Lions Club is seeking funding of \$2,240.72 towards the cost of the Tuakau Christmas Parade 2020.

GST Registered	No
Set of Accounts supplied	Yes
Previous funding has been received by this organisation	Yes

6. POLICY

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

For grants above \$5,000.00, a funding cap of 75 percent of the total project cost applies and other funding needs to be sought.

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

7. ATTACHMENT

Tuakau Lions Club - Tuakau Christmas Parade 2020

DISCRETIONARY FUNDING APPLICATION FORM

Important notes for applicant:

- Prior to submitting your application, please contact the Waikato District Council's community development advisor, on 0800 492 452 Ext 5732, to discuss your application requirements and confirm that your application meets the eligibility criteria.
- Have you discussed your application with the Waikato District Council community development advisor
Yes No
- Application form must be completed in full and emailed to Funding funding@waidc.govt.nz
- Please ensure you have read the **Guidelines** on [Waikato District Council Discretionary Grants Fund](#) prior to completing the application form (these are updated from time to time).
- I have read and understood the guidelines for funding application form
Yes No
- All parts of the application need to be completed and all supporting information supplied.

PLEASE NOTE: Incomplete applications WILL NOT be considered and will be returned.

Contact email: (Correspondence will be emailed from funding@waidc.govt.nz)

Which of the 2 funds are you applying for: (please tick **one** appropriate box.)

1. Discretionary and Funding Committee Project Fund (Rural Ward Areas) Event Fund

OR

2. Community Board / Committee Discretionary Fund for local Town / Village, Projects / Events

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

Section I – Your details

1. Name of your organisation and contact person

Tuakau Lions Club - Contact Bob Bell

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

We are a Community Service Organisation

3. **Phone number/s**

4. **Email / Address**

5. **If you are a Registered Charity** (we require your registration number & confirmation that your organization registration is current)

Section 2 – Your event / project

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

2. **How many volunteers and who else is involved in the project?**

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

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

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

- A copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club
- A copy of any documentation verifying your organisation's legal status
- Include copies of written quotes [\(these must match the Funding Requirements in section 4.\)](#)

Section 3 – Funding requirements

1. **NOTE: Please provide full details for the following:**

- How much your event/project will cost,
- How much you are seeking from the Waikato District Council,
- How much you are seeking from other providers,
- Details of other funding and donated materials/resources being sourced, and
- Current funds in hand to cover the costs of the event/project.

IMPORTANT: Please ensure all quotes supplied are clearly itemised and match the "Project Breakdown" (Total B)

Please complete all of the following sections	GST Inclusive Costs (use this column if you are NOT GST registered)	GST Exclusive Costs (use this column if you are GST registered)
What is the total cost of your project/event	\$ \$4,635.72	\$
Existing funds available for the project. Include any projected income i.e. ticket sales, merchandise etc.		
Total A	\$ \$1,395.00	\$

2. Only include the Funding being sought from Waikato District Council below:

Project Breakdown (itemised costs of funding being sought)	GST Inclusive Costs (use this column if you are NOT GST registered)	GST Exclusive Costs (use this column if you are GST registered)
Onewhero, Tuakau Community Board	\$ 1,000.00	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
Total Funds being sought from <u>WDC</u> Total B	\$ 2,240.72	\$

3. Has / will funding been sought from other funders? Yes No

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

a) The Southern Trust	\$ 2,240.72	\$
b)	\$	\$
c)	\$	\$
d)	\$	\$
Total of other funds being sought Total C	\$	\$

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

Nil

Section 4 – Community wellbeing and outcomes

1. Which community wellbeing will your project contribute to?

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

Social Economic Cultural Environmental

2. 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 5 – Previous Funding Received from Waikato District Council

1. 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
Onewhero Tuakau C B	Tuakau Christmas Parade	November 2019	\$1,000.00
Onewhero Tuakau C B	Kids off the Couch	June 2020	\$298.63
Onewhero Tuakau C B	Tuakau Christmas Parade	December 2018	\$2,275.00
Onewhero Tuakau C B	Kids off the Couch	March 2019	\$1,000.00

2. 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 for previous funding received.

Name: Warwick Martin Date: 14/09/2020

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

Name: Warwick Martin Date: 14/09/2020

Position in organisation (tick which applies) Chairman Secretary Treasurer

Signature: _____ Date: 14/09/2020

**Incomplete applications will not be accepted and will be returned*

Section 4 – Community wellbeing and outcomes**1. Which community wellbeing will your project contribute to?***(See the guidelines sheet for more information on this section).*

Social Economic Cultural Environmental

2. 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 5 – Previous Funding Received from Waikato District Council**1. 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
Onewhero Tuakau C B	Tuakau Christmas Parade	November 2019	\$1,000.00
Onewhero Tuakau C B	Kids off the Couch	June 2020	\$298.63
Onewhero Tuakau C B	Tuakau Christmas Parade	December 2018	\$2,275.00
Onewhero Tuakau C B	Kids off the Couch	March 2019	\$1,000.00

2. 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 for previous funding received.

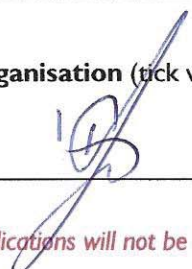
Name: Warwick Martin Date: 14/09/2020

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

Name: Warwick Martin Date: 14/09/2020

Position in organisation (tick which applies)

Chairman Secretary Treasurer

Signature:  Date: 14/09/2020

**Incomplete applications will not be accepted and will be returned*



Lions Club of Tuakau Inc.

P.O. Box 77 Tuakau 2342

16th September 2020

Waikato District Council / O.T.C.B
Private Bag 544
Ngaruawahia

Dear Sir / Madam,

I forward herewith the Lions Club of Tuakau Inc's application and supporting documents for funding of the Tuakau Community Christmas Parade.

The funding will assist with prize money, lollies and hand outs.

We have also applied for funding from "The Southern Trust" but they will only fund hard copy quotations.

We provide herewith a budget explaining costs and funding applications.

The Parade is on the 5th December 2020.

Kind Regards

Bob Bell
Parade Coordinator
Lions Club of Tuakau
P.O.Box 77
Tuakau 2342



OPERATOR	QUOTE	PAID	FUNDING	DESCRIPTION
Pukekohe Pipe Band	\$ 460.00			Parade Leaders
Blue Liners Entertainment	\$ 690.00			P.A. System
LS Electrical	\$ 615.83			Erect & Dismantle Christmas Decorations
Sign Max	\$ 20.70			Change date on street signs
Computer Food	\$ 48.47			Stationery and Printer Ink
Fairfax Media (Stuff)	\$ 405.72			Franklin County News advertising
SUB TOTAL	\$2,240.72			Application to Southern Trust
Prize Money	\$1,795.00			See Float / Bikes and Scooters Prize Money
Miscellaneous Costs Estimate	\$ 600.00			See Miscellaneous Costs Breakdown
TOTAL PARADE COST	\$4,635.72			

BREAKDOWNS :**Miscellaneous Cost Breakdown**

Live Music	\$ 300.00			
Blue Line Spray Cans	\$ 55.78			
One the day costs estimate	\$ 144.22			
Decorations Erection	\$ 100.00			Paul - Cherry Picker Driver / Voucher
TOTAL	\$ 600.00			

Funding Breakdown

Southern Trust	\$2,240.72			Application applied and under consideration
Waikato District Council O.T.C.B	\$1,000.00			Application applied and under consideration
Tuakau Lions Club Fund Raising	\$1,395.00			Local Business's Donations
TOTAL	\$4,635.72			

OPERATOR	QUOTE	PAID	FUNDING	DESCRIPTION
Float Prize Money	1st Prize	2nd Prize	3rd Prize	
Pre School	\$ 150.00	\$ 100.00	\$ 75.00	
School	\$ 150.00	\$ 100.00	\$ 75.00	
Commercial	\$ 150.00	\$ 100.00	\$ 75.00	
Club	\$ 150.00	\$ 100.00	\$ 75.00	
Miscellaneous Floats	\$ 150.00	\$ 100.00	\$ 75.00	
Most Entertainig	\$ 50.00			
SUB TOTAL	\$ 800.00	\$ 500.00	\$ 375.00	
TOTAL FLOAT PRIZE MONEY	\$1,675.00			
Bikes & Scooters Prize Money				
Decorated Bikes	\$ 30.00	\$ 20.00	\$ 10.00	
Decorated Scooters	\$ 30.00	\$ 20.00	\$ 10.00	
SUB TOTAL	\$ 60.00	\$ 40.00	\$ 20.00	
TOTAL Bikes & Scooters Prize	\$ 120.00			
TOTAL PRIZE MONEY	\$1,795.00			



CERTIFICATE OF INCORPORATION

TUAKAU LIONS CLUB INCORPORATED
224655

This is to certify that TUAKAU LIONS CLUB INCORPORATED was incorporated under the Incorporated Societies Act 1908 on the 24th day of March 1980.

Mandy McDonald

Registrar of Incorporated Societies
22nd day of February 2016



LIONS CLUB OF TUAKAU
FINANCIAL REPORTS
FOR THE YEAR ENDED 30th JUNE 2020

Enclosures

Summary of Bank Accounts	1
Administration Receipts and Payments Accounts	2
Charitable Trust Receipts and Payments Account	3

Review Report

I have examined the cash records of the TUAKAU LIONS CLUB INCORPORATED for the year ended 30th June 2020. In common with other organisations of a similar nature, control over fundraising income prior to it being recorded is limited and there are no practical review procedures to determine the effect of this control. Subject to the foregoing, in my opinion, the financial report fairly reflects the financial position of the Tuakau Lions Club Inc. as at 30th June 2020 and the results of its operations and cash flows for the year ended 30th June 2020.

My review report was completed on the 28th of August 2020 and my opinion is expressed at that date.

Philippa Hooper
 Accountant

PA Hooper

Date 28/8/2020

LIONS CLUB OF TUAKAU

SUMMARY OF BANK ACCOUNTS

As at 30th June 2020

	Balance at 01/07/19	Receipts	Payments	Transfers In/Out	Balance at 30/06/20
Administration Receipts and Payments Account	1,953.78	9,387.69	9,366.05		1,975.42
Charitable Trust Receipts and Payments Account	9,197.52	20,121.99	19,542.64	0.00	9,776.87
	11,151.30	29,509.68	28,908.69	0.00	11,752.29

LIONS CLUB OF TUAKAU

ADMINISTRATION RECEIPTS AND PAYMENTS ACCOUNT

For the year ended 30th June 2020

RECEIPTS	2020	2019
Subscriptions	900.00	2,173.02
Bank Interest	1.27	1.59
Auction	647.00	872.00
Meals	4,185.00	7,142.00
Donations	0.00	882.33
Donations of milage from members	0.00	959.35
Raffles	464.00	1,027.00
Tail Twisting	95.00	136.30
Project Fund Raising	1,683.40	0.00
Sundry	<u>1,412.02</u>	<u>0.00</u>
Total Receipts	9,387.69	13,193.59
PAYMENTS		
Post Office Box Rental	195.00	185.00
Auditing	100.00	100.00
Stationery	266.91	258.54
National and International Fees	4,524.14	4,354.54
Zone Meetings	100.00	278.00
Raffles	160.00	440.00
Meals	3,925.00	6,935.00
Sundry	95.00	201.85
Total Payments	<u>9,366.05</u>	<u>12,752.93</u>
Cash Surplus/(Shortage) for the Year	21.64	440.66
Add Transfers in		
- from Charitable Trust Receipts and Payments Account	0	0
Cash at ANZ Bank at Start of Year	1,953.78	1,513.12
Cash at ANZ Bank at End of Year	<u><u>1,975.42</u></u>	<u><u>1,953.78</u></u>

LIONS CLUB OF TUAKAU

CHARITABLE TRUST RECEIPTS AND PAYMENTS ACCOUNT

For the year ended 30th June 2020

RECEIPTS	2020	2019
Bank Interest	11.09	9.55
Christmas Raffle	2,175.60	1,662.50
Donation & Special Help	0.00	1,786.10
Sale of Manure	9,898.00	15,510.00
Parade	5,779.47	8,385.00
Pinecone Sales	30.00	670.00
Kids off Couch	298.53	0.00
(BBQ) Christmas Cake	0.00	1,784.30
Pokeno Club	1,929.30	5,227.97
Total Receipts	<u>20,121.99</u>	<u>35,035.42</u>
PAYMENTS		
Donations to Schools & Other	9,898.32	13,644.00
Manure Costs & Bagging	0.00	1,630.60
Christmas Raffle	300.00	67.07
Members Donation of Milage to Admin	0.00	959.35
Parade	7,010.87	6,018.05
Sundry	-1,696.51	1,841.48
Other ClubProjects	0.00	690.00
Christmas Cake	0.00	1,098.02
Pokeno Club	775.90	3,667.85
Kids off Couch	629.69	0.00
Fundraising Costs	2,624.37	0.00
Total Payments	<u>19,542.64</u>	<u>29,616.42</u>
Cash Surplus/(Shortage) for the Year	<u>579.35</u>	<u>5,419.00</u>
Add Transfers out		
- to Serious Saver Receipts and Payments Account	0.00	-40.00
- from Serious Saver Receipts and Payments Account	0.00	2,427.17
Cash at ANZ Bank at Start of Year	9,197.52	1,391.35
Cash at ANZ Bank at End of Year	<u>9,776.87</u>	<u>9,197.52</u>

TUAKAU LIONS CLUB INC 224655

Financial Statements For 2020

Financial Year July 2019 to June 2020

	2020	2019
	\$	\$
Income		
Subscriptions	900	2173
Donations	0	3628
Activities	27185	42417
Sundry Income	1424	16
Total Income	29509	48234
Expenses		
National & International Fees	4624	4633
Donations	9898	14603
Activities	13729	20547
Club Supplies	462	444
Sundry Expenses	195	2143
Total Expenses	28908	42370
Cash Surplus /(Deficit)	601	5864
Opening Bank Account Balances	11151	5287
Closing Bank Account Balances	11752	11151
Assets		
Cash at Bank	17252	11401
Debtor - Pokeno Club	62	0
Liabilities		
Unpresented Cheques	5500	250
Creditor - Lions International Sub	62	0
Total Funds	11752	11151

Open Meeting

To	Onewhero-Tuakau Community Board
From	Clive Morgan General Manager Community Growth
Date	2 November 2020
Prepared by	Lianne van den Bemd Community Development Advisor
Chief Executive Approved	Y
Reference #	GOV0514 / 2932726
Report Title	Naike Community Incorporated Society - Replace Gazebo Shade

1. EXECUTIVE SUMMARY

The purpose of this report is to present an application for funding from Naike Community Incorporated Society (the Society), who are seeking funds towards costs of replacing the gazebo shade adjacent to the community pool.

2. RECOMMENDATION

THAT the report from the General Manager Community Growth be received;

AND THAT an allocation of \$..... is made to the Naike Community Incorporated Society towards costs of replacing the gazebo shade adjacent to the community pool;

OR

AND THAT the request from the Naike Community Incorporated Society towards costs of replacing the gazebo shade adjacent to the community pool is declined / deferred until for the following reasons:

3. BACKGROUND

Naike Community Incorporated Society is an organisation that essentially takes care of the local community hall and the former school/pool facilities located in Naike. The Society is looking to replace the current gazebo shade area adjacent the pool. The upgrade will take place during the Christmas holidays 2020, provided they have secured all the funds needed to complete project.

The upgrade of the gazebo shade will provide shelter while using the pool, picnic area and playground. Two builders and five volunteers will assist with built of this shelter.

4. OPTIONS CONSIDERED

- 4.1 That the application is approved and an allocation of partial or full funding as requested be made.
- 4.2 That the application is declined.
- 4.3 That the application is deferred.

5. FINANCIAL

Funding is available to allocate for the year.

The project is noted to cost \$7,612.20. The Naike Community Incorporated Society is seeking funding of \$4,612.20 towards the cost of replacing the gazebo shade adjacent to the community pool.

GST Registered	No
Set of Accounts supplied	Yes
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 of \$5,000.00 can be funded up to 100 percent at the discretion of the relevant community board or committee or Council's Discretionary and Funding Committee.

For grants above \$5,000.00, a funding cap of 75 percent of the total project cost applies and other funding needs to be sought.

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

7. ATTACHMENT

Naike Community Incorporated Society - Replace Gazebo Shade

DISCRETIONARY FUNDING APPLICATION FORM

Important notes for applicant:

- Prior to submitting your application, please contact the Waikato District Council's community development advisor, on 0800 492 452 Ext 5732, to discuss your application requirements and confirm that your application meets the eligibility criteria.
- Have you discussed your application with the Waikato District Council community development advisor
Yes No
- Application form must be completed in full and emailed to Funding funding@waidc.govt.nz
- Please ensure you have read the **Guidelines** on [Waikato District Council Discretionary Grants Fund](#) prior to completing the application form (these are updated from time to time).
- I have read and understood the guidelines for funding application form
Yes No
- All parts of the application need to be completed and all supporting information supplied.

PLEASE NOTE: Incomplete applications WILL NOT be considered and will be returned.
Contact email: (Correspondence will be emailed from funding@waidc.govt.nz)

Which of the 2 funds are you applying for: (please tick **one** appropriate box.)

1. Discretionary and Funding Committee Project Fund (Rural Ward Areas) Event Fund

OR

2. Community Board / Committee Discretionary Fund for local Town / Village, Projects / Events

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

Section I – Your details

1. Name of your organisation and contact person

Naike Community Incorporated Society

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

The Purpose of our organisation is essentially the caretaker of the Naike Community Centre, hall and pool. By maintaining and working towards the betterment of the centre for the benefit of all users

3. Phone number/s

4. Email / Address

5. If you are a Registered Charity (we require your registration number & confirmation that your organization registration is current)
Section 2 – Your event / project**1. What is your event / project, including date and location?** (please describe in full the project details)

Replace the shade Gazebo beside pool. We will be doing this summer of 21 (hopefully Dec/Jan).

2. How many volunteers and who else is involved in the project?

2 local builders
5 volunteers

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

By providing a shaded area to sit whilst using the pool or for enjoying a picnic under, if using playground and large field.

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

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

- A copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club
- A copy of any documentation verifying your organisation's legal status
- Include copies of written quotes (these must match the Funding Requirements in section 4.)

Section 3 – Funding requirements**1. NOTE: Please provide full details for the following:**

- How much your event/project will cost,
- How much you are seeking from the Waikato District Council,
- How much you are seeking from other providers,
- Details of other funding and donated materials/resources being sourced, and
- Current funds in hand to cover the costs of the event/project.

IMPORTANT: Please ensure all quotes supplied are clearly itemised and match the "Project Breakdown" (Total B)

Please complete all of the following sections	GST Inclusive Costs (use this column if you are NOT GST registered)	GST Exclusive Costs (use this column if you are GST registered)
What is the total cost of your project/event	\$ 7612.20	\$
Existing funds available for the project. Include any projected income i.e. ticket sales, merchandise etc.		
Total A	\$ 3000	\$

2. Only include the Funding being sought from Waikato District Council below:

Project Breakdown (itemised costs of funding being sought)	GST Inclusive Costs (use this column if you are NOT GST registered)	GST Exclusive Costs (use this column if you are GST registered)
Building Materials	\$ 2219.31	\$
concrete	\$ 1400.00	\$
labour	\$ 3000.00	\$
GST	\$ 992.89	\$
	\$	\$
	\$	\$
Total Funds being sought from WDC	Total B \$ 4612.20	\$

3. Has / will 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 \$	\$

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

Committee members & pool key holders volunteering hours assisting with the builders.
Digger work clearing existing gazebo and preparing site\ground for concreting.

Section 4 – Community wellbeing and outcomes

1. Which community wellbeing will your project contribute to?

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

Social Economic Cultural Environmental

2. 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 5 – Previous Funding Received from Waikato District Council

1. 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

2. 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 for previous funding received.

Name: _____ Date: _____

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

Name: Wendy Hamerton Date: 13 Oct 2020

Position in organisation (tick which applies) Chairman Secretary Treasurer

Signature: Wendy Hamerton Date: 13/10/2020

**Incomplete applications will not be accepted and will be returned*

**Naiké Community Incorporated Society
Financial Statements
for the Year Ended 30 June 2019**

Naike Community Incorporated Society**Contents of Performance Report****For the Year Ended 30 June 2019**

Entity Information	2
Statement of Service Performance	3
Statement of Receipts and Payments	4
Statement of Resources and Commitments	5
Depreciation Schedule	6
Notes to and forming part of the Performance Report	7 - 8

Naike Community Incorporated Society

Entity Information

As at 30 June 2019

Naike Community Incorporated Society is a society.

Entity's Purpose or Mission

To administer the Incorporated Property at Naike.
 To promote and develop all facilities used on or in connection with the Incorporated Property.
 To advance education and learning within the Community.
 To provide a public hall, recreational facilities and a library of the use of the community and the general public.
 To co-ordinate such community efforts and interest as shall benefit the Incorporated Property.

Entity Structure

Naike Community Incorporated Society is administered by Community Members who manage the resources of the Society.

Main Sources of Cash and Resources Revenue is generated from a Charity Bike Ride, School and Pool Hire

Main Methods Used to Raise Funds Charity Bike Ride

Entity's Reliance on Volunteers and Donated Goods or Services

Naike Community Incorporated Society is reliant on its members and the wider community to operate. Significant community involvement is required for the Charity Bike Ride.

Incorporated Society Number 1873233

Contact Details
 Mrs D Cook
 353 Woodleigh Road
 RD2
 Huntly 3772

Accountants
 Cowley, Stanich & Co Ltd
 Chartered Accountants
 7 Hakanoa Street
 HUNTLY

Bankers Bank of New Zealand

Registered Charity Number CC27284

Naike Community Incorporated Society

Statement of Service Performance

For the Year Ended 30 June 2019

Description of the Entity's Outcomes:

To provide resources to further enhance the education and well-being of the Naike and surrounding community

Description and Quantification of the Entity's Outcomes

Community Use of Facilities

Art Group - Hire of School Classroom for weekly Art Classes

Pool Hire

Naike GlenMurray Playgroup - Use of School Classroom for weekly Group Session

Library is now used as a games room when the members have get together (Community key available)

Naike Community Incorporated Society has a Community mailbox

Community Benefit

Re-roofing of Naike Community Centre

	Actual 2019	Actual 2018
Art Group - Hire of School Classroom for weekly Art Classes	40 Weeks @ \$200 a year	40 Weeks
Pool Hire	21 keys	19 keys
Naike GlenMurray Playgroup - Use of School Classroom for weekly Group Session	40 Weeks @ \$200 a year	40 weeks

These financial statements are to be read in conjunction with the accompanying Notes and the Compilation Report. These statements have been compiled without undertaking an audit or review engagement.

Naikē Community Incorporated Society

Statement of Receipts and Payments

For the Year Ended 30 June 2019

	Note	Actual 2019 \$	Actual 2018 \$
Operating Receipts			
Donations, fundraising and other similar receipts	2	11,920	4,380
Fees, subscriptions and other receipts from members	3	1,740	1,445
Interest, dividends and other investment income receipts	4	414	1,473
Total Operating Receipts		14,074	7,298
Less Operating Payments			
Payments related to public fundraising	5	5,019	2,990
Other operating payments	6	5,891	18,242
Total Operating Payments		10,910	13,232
Operating Surplus (Deficit)		3,164	(5,934)
Increase/(Decrease) in Bank Accounts and Cash			
Bank Accounts and Cash at the beginning of the financial year		3,164	(5,934)
Bank Accounts and Cash at the end of the financial year		43,449	49,384
		46,613	43,449
Represented by:			
Bank of New Zealand -00		12,574	9,816
Bank of New Zealand -Term Deposit		12,962	12,557
Bank of New Zealand - Term Deposit 04		21,077	21,077
Total Bank Accounts and Cash at the end of the financial year		46,613	43,449

These financial statements are to be read in conjunction with the accompanying Notes and the Compilation Report. These statements have been compiled without undertaking an audit or review engagement.

Naike Community Incorporated Society

Statement of Resources and Commitments

As at 30 June 2019

	Note	2019 \$	2018 \$
Schedule of Resources			
Bank Account and Cash			
Property, Plant and Equipment	7	46,613	43,449
		4,394	5,580
Schedule of Other Information			
There is no significant other information.			

These financial statements are to be read in conjunction with the accompanying Notes and the Compilation Report. These statements have been compiled without undertaking an audit or review engagement.

Naikie Community Incorporated Society

Depreciation Schedule

For the Year Ended 30 June 2019

	RATE & TYPE	% PVT USE	Cost on HAND	OPENING WDV	ADDITIONS	DATE of ADDITION	SALE PRICE	PARTSALE PRICE	PROFIT (LOSS)	DISPOSAL DATE	Cost	CAPITAL GAIN/LOSS	DEPN	ACC DEPN	PRIVATE DEPN	ACCUM PRIVATE	CLOSING WDV	
Buildings - At cost																		
Building Alterations	.00D		1,630	1,630		01/07/08												1,630
			1,630	1,630														1,630
Plant & Equipment																		
Equipment	20.00D		17,071	2,864		01/07/08												1,830
Trestle Table White 2.4m (x6)	13.50P		775	49		16/08/11							573	14,780				2,291
Avant Stacker Chair Black (x10)	13.50P		600	269		14/06/14							49	775				-
Defibrillator	21.00P		2,299	769		19/05/15							81	412				188
			20,744	3,860									483	2,013				286
TOTAL			22,374	5,300									1,186	17,990				4,394

These financial statements are to be read in conjunction with the accompanying Notes and the Compilation Report. These statements have been compiled without undertaking an audit or review engagement.

Naike Community Incorporated Society
Notes to and forming part of the Performance Report

For the Year Ended 30 June 2019

1 Statement of Accounting Policies

Reporting Entity

The reporting entity is an Incorporated Society and registered on 30th June 2008 under the Charities Act 2005.

Statement of Compliance and Basis of Preparation

Naike Community Incorporated Society is permitted by law to apply Tier4 PBE Accounting Standards :PBE SFR-C (NFP) Public Benefit Entity Simple Format Reporting - Cash (Not-For-Profit) and has elected to do so. All transactions are reported in the Statement of Receipts and Payments and related Notes to the Performance Report on a cash basis.

The information is presented in New Zealand dollars. All values are rounded to the nearest \$.

Specific Accounting Policies

The following specific accounting policies which materially affect the measurement of the Statement of Receipts and Payments and Statement of Resource and Commitments have been applied:

(a) Goods and Services Taxation (GST)

The amounts recorded in the performance report are inclusive of GST (if any). The society is not registered for GST.

(b) Changes in Accounting Policies

There have been no changes in accounting policies. All policies have been applied on a basis consistent with those from previous financial statements.

2 Donations, fundraising and other similar receipts

Donations & Grants

Fundraising - Bike Ride

Fundraising - Reunion Dinners

Fundraising - Breastcancer Supper

Total Donations, fundraising and other similar receipts

2019	2018
\$	\$
-	100
11,920	-
-	2,980
-	1,300
11,920	4,380

3 Fees, subscriptions and other receipts from members

School Hire

Pool Hire

Total Fees, subscriptions and other receipts from members

2019	2018
\$	\$
1,025	875
715	570
1,740	1,445

4 Interest, dividends and other investment income receipts

Interest Received

Total Interest, dividends and other investment income receipts

2019	2018
\$	\$
414	1,473
414	1,473

These financial statements are to be read in conjunction with the accompanying Notes and the Compilation Report. These statements have been compiled without undertaking an audit or review engagement.

Naike Community Incorporated Society

Notes to and forming part of the Performance Report (continued)

For the Year Ended 30 June 2019

5 Payments related to public fundraising

Fundraising - Reunion Dinners
 Fundraising - Breastcancer Supper
 Fundraising - Community Dinner
 Fundraising - Bike Ride

Total Payments related to public fundraising

2019	2018
\$	\$
-	2,390
724	600
127	
4,168	
5,019	2,990

6 Other operating payments

Administration
 Cleaning
 Electricity
 Insurance
 Lease
 Pool
 Repairs & Maintenance

Total Other operating payments

2019	2018
\$	\$
109	928
160	120
1,780	1,473
1,163	1,142
173	172
2,204	1,902
302	4,505
5,891	10,242

7 Bank and Cash

Bank of New Zealand -00
 Bank of New Zealand -Term Deposit
 Bank of New Zealand - Term Deposit 04

Total Bank and Cash

Amount Invested - \$12,962.30
 Start Date - 2 February 2019
 Maturity Date - 1 August 2019
 Interest rate - 3.28% pa
 Payment Method - Add to principal at maturity

Amount Invested - \$21,077.04
 Start Date - 8 March 2018
 Maturity Date - 8 September 2019
 Payment Method - Add to principal at maturity

2019	2018
\$	\$
12,574	9,816
12,962	12,557
21,077	21,077
46,613	43,449

8 Tax Exempt

Naike Community (Inc) Society is a charity and therefore exempt from Income Tax under the Charities Commission.

These financial statements are to be read in conjunction with the accompanying Notes and the Compilation Report. These statements have been compiled without undertaking an audit or review engagement.

Naike Community Incorporated

Registration number: CC27284

This is to certify that Naike Community Incorporated was registered as a charitable entity under the Charities Act 2005 on 30 June 2008.

Sid Ashton
Chair

Trevor Garrett
Chief Executive



Community Centre Pool Pergola

1 message

Carol Davidson <davidco2012@gmail.com>
To: hamertonfamily512@gmail.com

Tue, 10 Mar 2020 at 8:04 PM

To Whom it May Concern

I would like to submit an estimate to supply materials and erect a Pergola as specified. The size required is 6m x 3m with a concrete floor and apron up to the existing pool fence at the community centre.

Estimated Price is ~~\$8325.67~~ including GST. ~~\$7612.20~~.

This price will stand for 30 days, and subject to material price increases only.

Regards Donald Davidson Builders Ltd. BPL 103631, R D 2 Huntly. Phone 0782 66715 or Mobile 0274 839722. Email davidco2012@gmail.com. Please contact for any assistance or queries. Thanks Donald Davidson.

If doubt checked the
amount for donalds quote
which was added up
incorrectly so have put amount
at bottom of quote.

Community Centre Pool Pergola

Quantity Breakdown

Timber		
250 x 50	4/6.1	349-89
150 x 50	3/3.1	185-00
Bles	140 SED 6/4.2	420-00
16 J. Hangers	Galv	50-56
12 BOLTS SS		
220 x 12		
9 washers		147-18
Brace Strap		
1 Roll		81-27
Nails & fixings		35-00
Colour steel & fixings		620-41
Canopy		150-00
Labour		3000-00
Concrete 6m		1400-00
Base of Pole		180-00

6619-31

992-89

7612-20

GST.

7239-72

1085-95

8325-67

Quote for materials only, no labour.

Quote 6322646

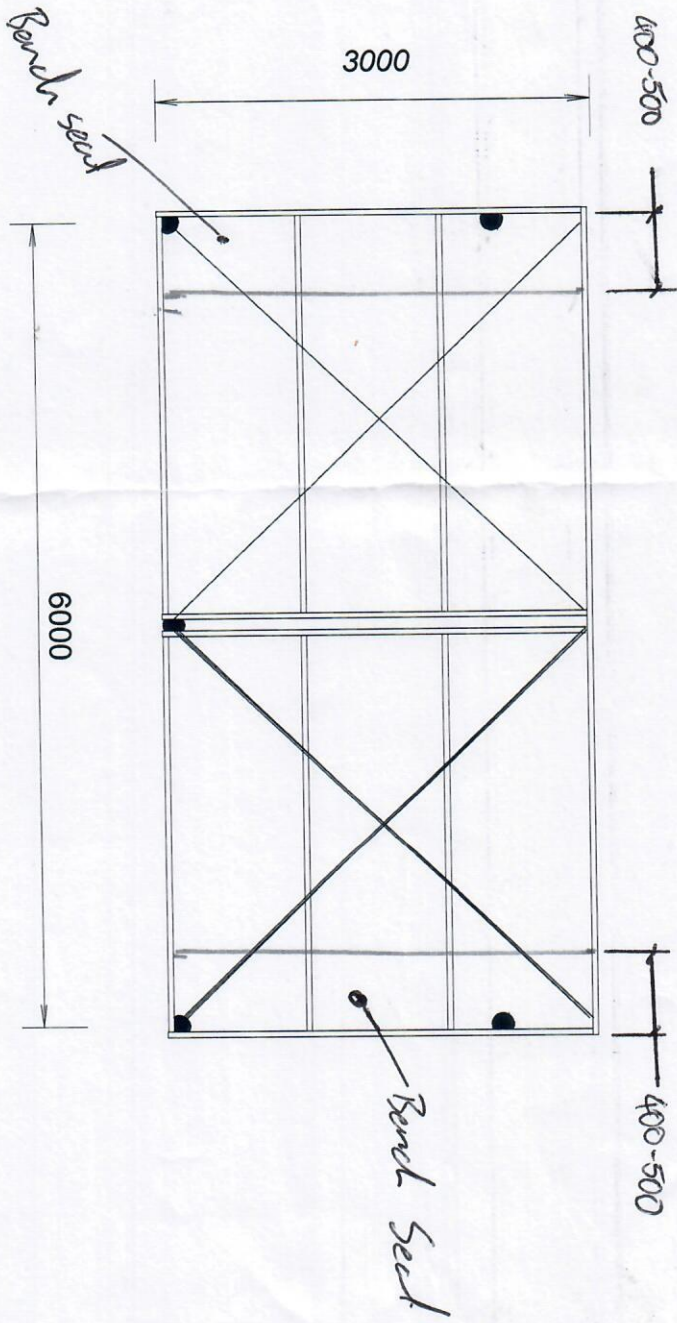
To:
CASH8 CASH ON PICK UP OF GOODS
CASH ON PICK UP OF GOODS
NAME-
PHONE-
WHEN- -DATE PAID-----
Phone #: 0212273470
Fax #:

Quote # : 6322646
Quote Date : 31/01/2020
Customer Code : CASH8
Our Int Ref# : 6322646
Sales Contact : Ted Ngatai
Your Reference : NAIKE POOL
GST : 010 802 350
Page # : 1

Code	Description	Qty	Price\$	Extended
BELOW IS THE ROOF FRAME AND IRON				
Z_RND	POLE 150 SED @ 3.0	3.00	38.39	115.17
Z_RND	POLE 150 SED @ 3.6	3.00	47.46	142.38
01107	300 X 50 H3.2 RS SG8 2/6.0 (2 Pieces)	12.00	15.14	181.68
0040360	100 X 50 SG8 MG WET H3.2 6.0M 4/6.0 (4 Pieces)	24.00	4.47	107.28
09342	STRAP BRACE SB30T WITH 5 TENSIONERS	1.00	80.92	80.92
052692	HEX HEAD 220x16 GALV BOLT	8.00	6.12	48.96
052694	HEX HEAD GALV 16 X 260mm BOLT	4.00	8.28	33.12
052401	WASHER M16 SQUARE GALV	24.00	0.80	19.20
09347	JOIST HANGER FB45-90 (45)	8.00	1.72	13.76
09350	BRACKET NAILS 500gr 30X3.15	1.00	7.10	7.10
09116	NAILS 100mm x 4.0 GALV 500g FLAT HEAD	2.00	6.08	12.16
Z_ROOF	5 RIB C/S 8/3.1	24.80	15.90	394.32
070792	BUILD EX ROOFING TEK SCREWS 12-11X65 50PK	3.00	20.62	61.86
Z_FLSH	Barge FLASHINGS +360 COLOUR STEEL 2/6.1	12.20	19.75	240.95
Z_FLSH	FRONT BARGE FLASHING C/S LEAD EDGE +320 1/6.2	12.40	23.70	293.88
Z_FLSH	GUTTER C/S 6.1	6.10	10.84	66.12
55504	metal tek screw 65mm galv for shed 50jar 10-24 X 65 CSK PHILLIPS TEK CL:4 JAR 50 no wing	1.00	10.40	10.40
Z_FLSH	GUTTER ENDS C/S	2.00	3.36	6.72
Z_FLSH	Internal Spouting Brackets	11.00	3.12	34.32
Z_FLSH	Dropper 80MM	1.00	5.00	5.00
RC80	RC80 DOWNPIPE 80MM PIPE CLIP SADDLE	2.00	2.15	4.30
RP80	RP80 MARLEY 80mm DOWNPIPE 3.0M	1.00	31.59	31.59
05801	BUILDERS MIX BM20 1m3 (EX YARD)	3.80	100.45	381.71
05901	CEMENT PREMIUM 20kg	36.00	7.94	285.84
BELOW IS FOR THE SEATING				
0040436	150 x 50 SG8 MG H3.2 WET 3.6M 5/3.6 (5 Pieces)	18.00	6.71	120.78
00707	100 X 40 ((PREM)) H3.2 smooth/GRIP DECK 10/3.0	30.00	4.40	132.00
0040348	100 X 50 SG8 MG WET H3.2 4.8M 2/4.8 (2 Pieces)	9.60	4.47	42.91
01902	100 X 100 SG8 RL H5 RS @ 6/.80 1/4.8 (One Piece)	4.80	14.25	68.40
052461	COACHBOLT 160x12 GALV	12.00	1.73	20.76
05250	COACHBOLT 220X12 GALV (25)	8.00	2.82	22.56
05239	WASHER M12 SQUARE GALV	20.00	0.64	12.80
09347	JOIST HANGER FB45-90 (45)	28.00	1.72	48.16
09350	BRACKET NAILS 500gr 30X3.15	1.00	7.10	7.10

Quote 6322646

<u>Code</u>	<u>Description</u>	<u>Qty</u>	<u>Price\$</u>	<u>Extended</u>
09116	NAILS 100mm x 4.0 GALV 500g FLAT HEAD	2.00	6.08	12.16
0791264	DECK SCREWS 10G X 75 S/S T304	1.00	23.90	23.90
				=====
Subtotal				3,090.27
Tax (GST)				463.54
				=====
Total				3,553.81



Pitch = 5.71 deg. by others.



Single row of tensioned Multibrace laid over purlins. Fix at each end with 11x30x3.15 nails and 3 at each purlin crossing.

POLE COLUMN

Purlin Size: 100 x 50mm
 Purlin Centres: 1000mm
 Rafter Size: 300 x 50mm

Pole Size: 150mm SED
 Pole Embedment Depth: 800 MIN.
 Column Type: Round Pole
 Int. Pole Size: 150mm

Max. Pole Height: ~~3000mm~~ 2200
 Lower Pole Height: ~~2400mm~~ 2000
 Floor Type: Concrete
 Rough Sawn VSG8 / MSG8

Job Name: Naikie pool shade
 Job Site: Naikie

PLAN

Job Number:
 NPS-1

Client Name:

Client Reference Number:

Detailed by:

Date:

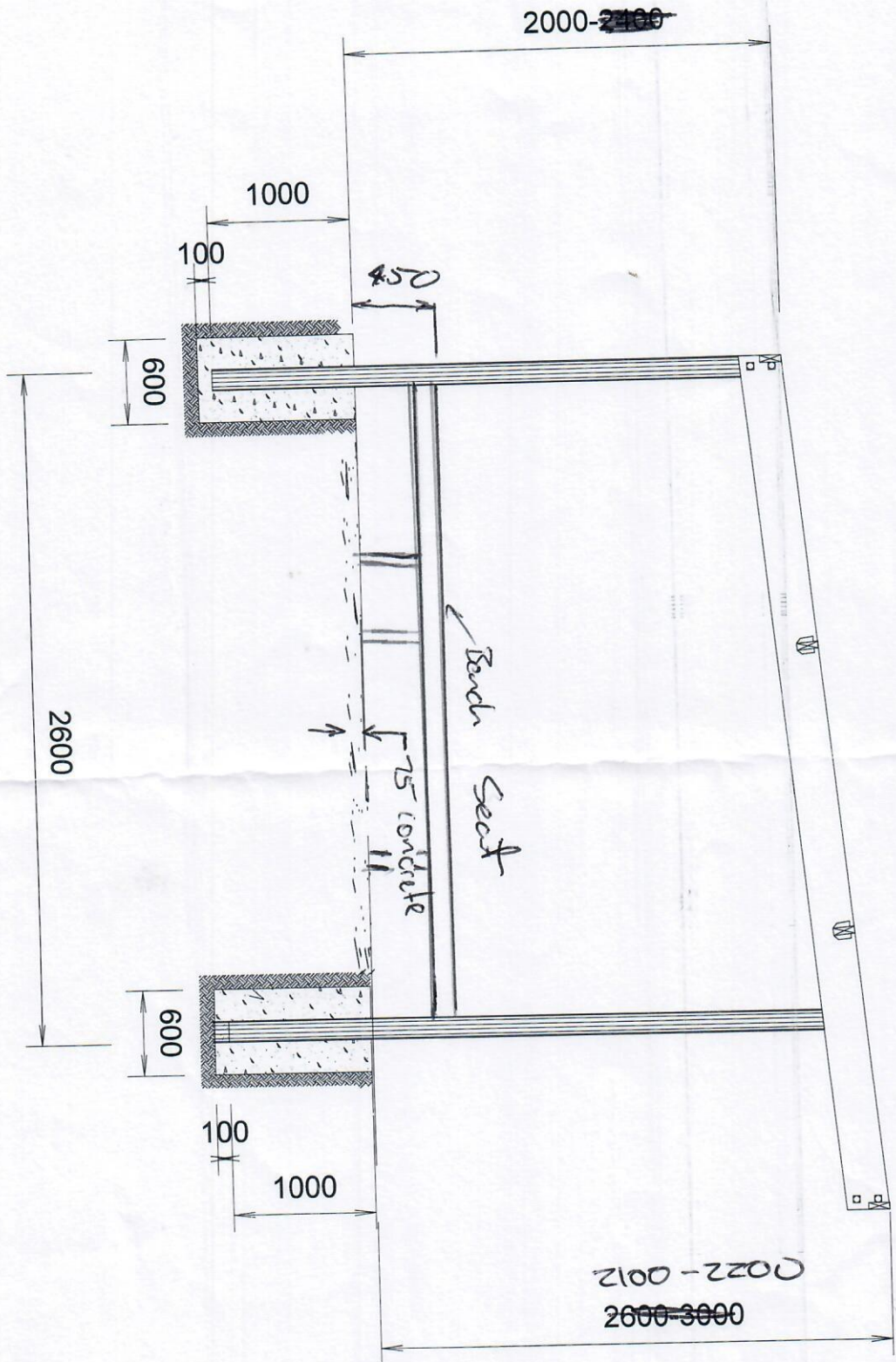
Sheet Number:

Checked by:

Scale:
 Not to scale

1

Pitch = 5.71 deg. by others.



Job Name: Naikie Pool shade

Job Site: Naikie

END ELEVATION

Job Number:

NPS-2

Detailled by:

Date:

Checked by:

Scale:

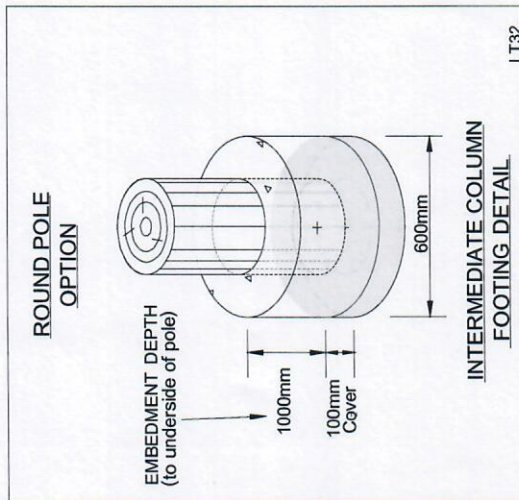
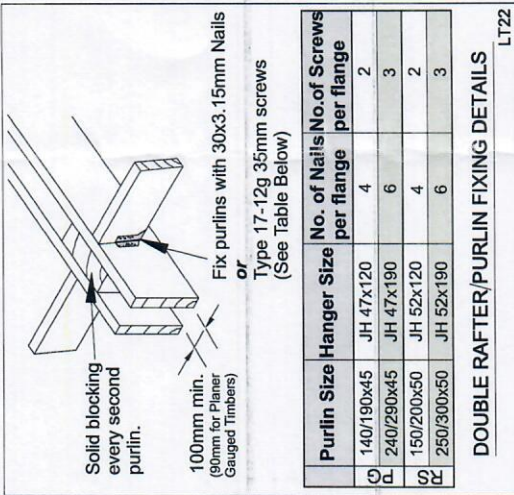
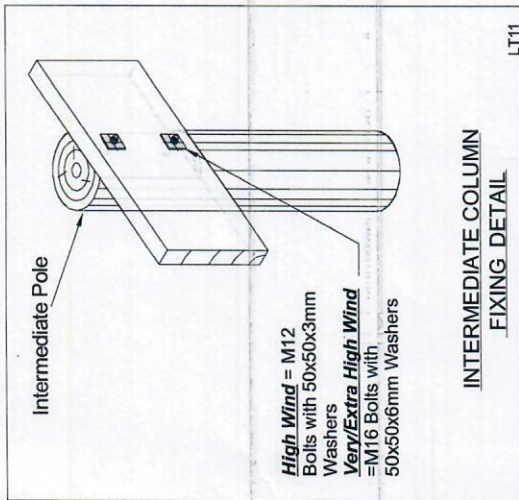
Client Name:

Client Reference Number:

Not to scale

Sheet Number:

2



Job Name: Naiké Pool Shade Job Site: Naiké		DETAILS		Job Number:	NPS-3
				Detailed by:	Date:
Client Name:		Client Reference Number:	Checked by:	Scale:	NTS

Open Meeting

To	Onewhero-Tuakau Community Board
From	Clive Morgan General Manager Community Growth
Date	29 October 2020
Prepared by	Lianne van den Bemd Community Development Advisor
Chief Executive Approved	Y
Reference	GOV0514 / 2926978
Report Title	Port Waikato Resident and Ratepayers Association - Christmas Parade, Children's Beach Dig and Music in the Gardens events

1. EXECUTIVE SUMMARY

Port Waikato Resident and Ratepayers Association is seeking a grant for \$980.00 towards the costs of their Christmas Parade, Children's Beach Dig and Music in the Gardens events.

Criteria for Grants: re Applications under \$1000.00 will only need to provide a cover letter describing the event/project and relevant quotes.

2. RECOMMENDATION

THAT an allocation of \$980.00 is made to the Port Waikato Resident and Ratepayers Association towards the cost of their Christmas Parade, Children's Beach Dig and Music in the Gardens events;

OR

THAT an allocation of \$980.00 is made to the Port Waikato Resident and Ratepayers Association towards the cost of their Christmas Parade, Children's Beach Dig and Music in the Gardens events are declined / deferred until for the following reasons:

3. POLICY

The request for funding meets the criteria set in the Discretionary Grants Policy, where for applications under \$1,000.00, applicants only need to provide a cover letter describing the event/project and relevant quotes.

4. ATTACHMENT

Port Waikato Resident and Ratepayers Association - Christmas Parade, Children's Beach Dig and Music in the Gardens events



18 September 2020

The Port Waikato Resident and Ratepayers Association
15 Centreway Road
Port Waikato

To the Onewhero- Tuakau Community Board

The Port Waikato Resident and Ratepayers Association would like to apply for discretionary funding to help with the costs of three Port Waikato Community activities.

1. Port Waikato Christmas Parade – 12 December 2020

Our Christmas Parade is a very much looked forward to event by our community each year. Much enthusiasm is displayed by all ages and members who enter – much enjoyed by the spectators who line the roadside outside their houses.

Sausage Sizzle – includes Sausages Bread and Drinks	250.00
Certificates – Overall Winners, Best Float, Best Bike, Best Animal	30.00
Lolly Scramble and Spot Prizes	200.00
Total	480.00

2. Children’s Beach Dig – 28 December 2020

This Activity is held on the sand dunes out from Maraetai Bay, Port Waikato – for children 12 years and under. Last year we buried 40 ice block sticks in a roped off area – for which prizes are given as the kids find them. Last year we had about 100 kids .
We also have a lolly scramble.

Spot prizes and Lolly Scramble	250.00
--------------------------------	--------

3. Music in the Gardens – 06 February 2021

We hold this event in the Cobourne Reserve Garden which is maintained by local volunteers. One of our community members who plays in a band organises both local and out of town musicians to attend this event which we hold from 3-6pm.
We give petrol vouchers to the musicians who have to travel to Port Waikato.

Petrol Vouchers	250.00
-----------------	--------

Summary of Costs:

Port Waikato Christmas Parade	480.00
Children's Beach Dig	250.00
Music in the Gardens	250.00
Total Funding Request	980.00

The Port Waikato Resident and Ratepayers Association is a not for profit organisation
An Incorporated Society – Certificate attached – and is not GST Registered.

Please also find attached a copy of our financial statements – 31 May 2020 – approved by our
members at our AGM – held 16 August 2020.

Thank you for your consideration refunding for these activities.

Jane Walter
Treasurer





Incorporated Society Extract

THE PORT WAIKATO RESIDENTS AND RATEPAYERS ASSOCIATION INCORPORATED
NZBN: 9429043228959

Incorporation Number: 2542477
Status: Registered
Date of Incorporation: 26-Nov-2010

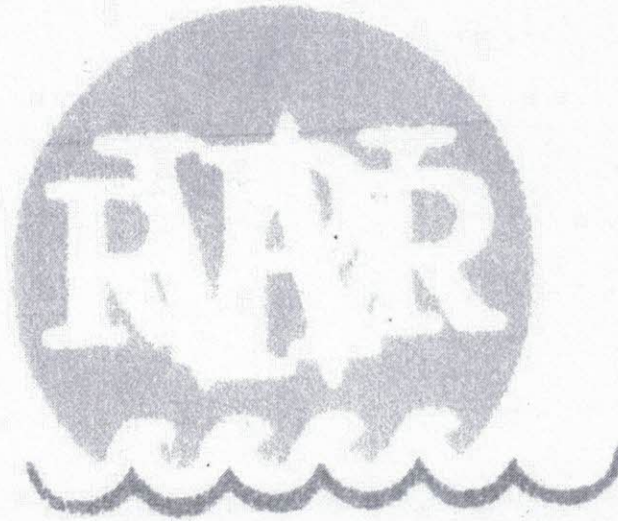
Registered Office Address

The Port Waikato Residents and Ratepayers Association Incorporated, 15
Centreway Road, Rd 5, Port Waikato, 2695, New Zealand

Officer Details

Type: Society Officer
Name: Jane WALTER
Start Date: 10-Sep-2020

THE PORT WAIKATO RESIDENTS AND RATEPAYERS ASSOCIATION INCORPORATED



<u>Contents</u>	<u>Page</u>
Directory	2
Review Report	3
Management Report	3
Income and Expenditure Account	4
Balance Sheet	5
Notes to the Accounts	6

**THE PORT WAIKATO RESIDENTS AND
RATEPAYERS ASSOCIATION INCORPORATED**

DIRECTORY

Legal Entity	Incorporated Society
Society Number	2542477
Incorporation Date	26 November 2010
Registered Address	2 Centreway Road Port Waikato
Address for Service	2 Centreway Road Port Waikato
Executive	
Chair	Leah Fry
Secretary	Jo Webster
Treasurer	Jane Walter
Bankers	ASB Bank PUKEKOHE
Accountants	David Hurlle HB Accounting Services

**THE PORT WAIKATO RESIDENTS AND
RATEPAYERS ASSOCIATION INCORPORATED
REVIEW REPORT
FOR THE YEAR ENDED 31 MAY 2020**

To the readers of the Financial Reports for the PWRARA INC, I have reviewed the Financial Reports for the year ended 31ST May 2020. It is my responsibility as Reviewer to express an opinion on the Financial Reports as presented by the Administrator, and report my opinion to you.

I have conducted my Review in accordance with generally accepted Review Standards within New Zealand. With the exception that my work was limited (as explained below), I have obtained all the information necessary in order to provide me with sufficient evidence to give reasonable assurance that the Financial Reports are free from material misstatement, whether by fraud or error.
In forming my opinion I also evaluated the overall adequacy of the presentation of the information in the Financial Reports.
Other than in my capacity as Reviewer I have no relationship with, or interest in, the PWRARA INC.

QUALIFIED OPINION

I was able to get all the information that a Reviewer usually requires, with the following (usual) exceptions -
As with any entity of this type, that has material amounts of cash, I was unable to obtain sufficient evidence to substantiate that amounts reported as
Port Report Sales, Subscriptions and Donations are correct.

In my professional opinion, except for adjustments that might be found necessary had I been able to obtain sufficient evidence concerning Cash Deposits, the Financial Reports fairly reflect the results of Operations and Cash Flows for the year ended 31 May 2019, and of the Financial Position as at 31 May 2019.

**MANAGEMENT REPORT
FOR THE YEAR ENDED 31 MAY 2020**

After reviewing the Books and Records of THE PORT WAIKATO RESIDENTS AND RATEPAYERS ASSOCIATION INCORPORATED for the year ended 31 May 2020, I have noted the following.
The books and records are well maintained. A great part of controlling the cash and assets of an organisation is to have regular meetings, run in an orderly manner with set systems for reporting.
The Association performs extremely well in this area.
Recommendations
Keep up the good work, maintain your systems.

IN SUMMARY

A very well organised and run Association doing great things for the Community.

David Hurlé
Mangatangi

13th August 2020

**THE PORT WAIKATO RESIDENTS AND
RATEPAYERS ASSOCIATION INCORPORATED
INCOME & EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MAY 2020**

2019

		\$	\$
	INCOME		
20	Bonus Bonds Wins		-
255	Donations		61
6	Interest Received		2
12,233	NZ Breast Cancer		10,300
339	Port Report		456
<u>1,125</u>	Subscriptions		<u>1,160</u>
13,978	TOTAL INCOME		11,979
	Less EXPENDITURE		
83	Administration	387	
-	Bank Fees	100	
7,592	Donations	22,838	
1,118	Insurances	(375)	
175	Printing Postage and Stationery	219	
<u>1,569</u>	Special Activities	<u>232</u>	
<u>10,537</u>	TOTAL EXPENSES		<u>23,401</u>
<u>3,441</u>	NETT INCOME		<u>(11,422)</u>

The above information has been Reviewed and must be read subject to the Review Report.

**THE PORT WAIKATO RESIDENTS AND
RATEPAYERS ASSOCIATION INCORPORATED
BALANCE SHEET
AS AT 31 MAY 2020**

	\$	\$
<u>Current Assets</u>		
13,905 ASB Bank Ltd. - 00 Account	2,145	
5,743 ASB Bank Ltd. - 50 Account	2,745	
2,170 Bonus Bonds	5,170	
344 Trade Debtors	<u>803</u>	
	<u>10,863</u>	
<u>22,162</u>		<u>\$10,863</u>
\$22,162 Total Assets		
Less Liabilities		
<u>Current Liabilities</u>		
-	123	
Sundry Creditors		<u>123</u>
-		
Total Liabilities		<u>10,740</u>
<u>22,162 NETT ASSETS</u>		

Represented By:

<u>Accumulated Funds</u>		
18,721 Opening Balance		22,162
<u>3,441</u> Excess of Income Over Expenditure		<u>(11,422)</u>
<u>\$22,162</u> Closing Balance		<u>\$10,740</u>

The above information has been Reviewed and must be read subject to the Review Report.

**THE PORT WAIKATO RESIDENTS AND
RATEPAYERS ASSOCIATION INCORPORATED**

Notes to the Financial Statements
For The Year Ended 31 May 2020

Statement of Accounting Policies

The Port Waikato Residents and Ratepayers Association Incorporated is a not for profit group operating at Port Waikato to produce a local quarterly newspaper, and to engage with the Waikato District Council on behalf of the Residents and Ratepayers. The Association also organises several community activities throughout the year.

General Accounting Policies:

Unless otherwise stated these financial statements have been prepared on a historical cost, going concern and accrual accounting basis.

Differential Reporting

TPWRARA INC is a qualifying entity for differential reporting. The entity is neither large nor publicly accountable and as such has taken advantage of all differential reporting exemptions.

Particular Accounting Policies:

The following accounting policies which materially affect the results were used in the preparation of these statements. These accounting policies have been consistently applied.

- (1) Goods and Services Tax - These accounts are GST inclusive, the Association is not GST registered.
- (2) Changes in Accounting Policies - there have been no changes in Accounting Policies.

Open Meeting

To	Onewhero-Tuakau Community Board
From	Sue O’Gorman General Manager Customer Support
Date	12 November 2020
Prepared by	Jenni Wild Senior Advisor, Communication and Engagement Waka Kotahi NZTA
Chief Executive Approved	Y
Reference #	GOV0514
Report Title	SHI Papakura to Bombay project Update

1. EXECUTIVE SUMMARY

To update the Board on the SHI Papakura to Bombay project.

2. RECOMMENDATION

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

3. ATTACHMENTS

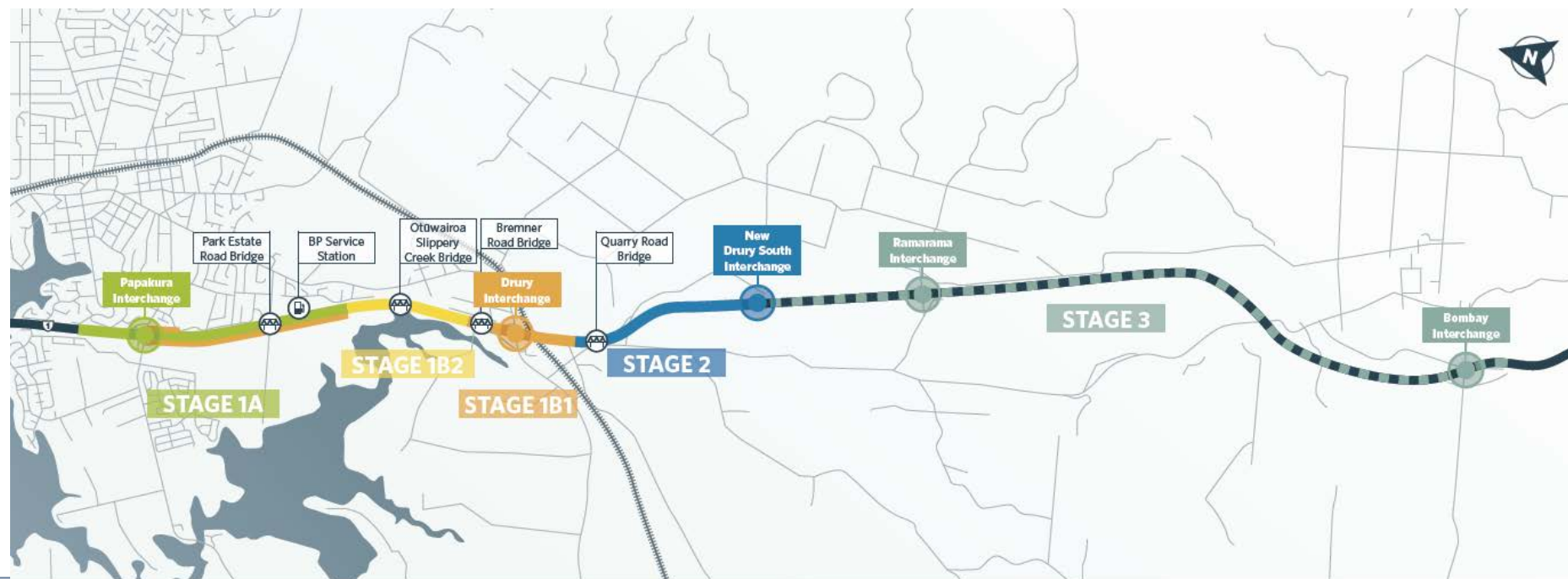
SHI Papakura to Bombay

SH1 Papakura to Bombay

Onewhero-Tuakau Community Board
23 November 2020

Project update

- Engagement with three shortlisted tenderers for Stage 1A of “Papakura to Drury South” project
- Contract award and work to start early 2021
- NOR and consents for Stage 1B1 likely to be lodged early 2021
- Other stages lodged progressively through to 2022 (Stage 3 route protection in 2022).



Stakeholder Engagement

- Pre-construction building condition surveys underway and ongoing for Stage 1A
- Ongoing individual meetings with affected landowners and developers, esp. Stage 1B1
- Engagement with key stakeholders including mana whenua, local boards and community boards, utilities etc
- Community information events planned for late November / early December.



Community information events

Date	Time	Location
Sat 28 Nov	7am - 12pm	Pukekohe Farmers Market
Sat 28 Nov	9am-12pm	Drury Lotto and Superette
Sun 29 Nov	8am - 2pm	Pokeno Market
Mon 30 Dec	4pm - 7pm	BP Drury motorway service centre
Sat 5 Dec	9pm - 1pm	Bruce Pulman Park
Mon 7 Dec	4pm - 7pm	BP Bombay

Drury interchange preferred eastern offline option



SH1 Papakura to Bombay project contacts

- Email: p2b@nzta.govt.nz
- Website: www.nzta.govt.nz/p2b
- 0800 741 722 (0800 SH1 P2B)



Questions?

Open Meeting

To	Onewhero-Tuakau Community Board
From	Sue O’Gorman General Manager Customer Support
Date	November 11 2020
Prepared by	Evonne Miller
Chief Executive Approved	Y
Reference #	GOV0502
Report Title	Onewhero-Tuakau Community Board – Projects-Issues-Activities and Actions November 2020

1. EXECUTIVE SUMMARY

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

2. RECOMMENDATION

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

3. ATTACHMENTS

Onewhero-Tuakau Community Board Projects-Issues-Activities and Actions November 2020

WDA Works Schedule

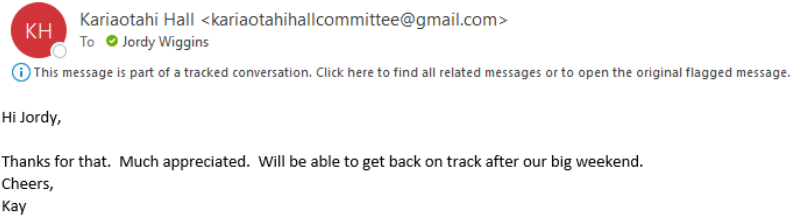
City Care & OCS Works Schedule

Parks Service Level Outcomes Summary

Onewhero-Tuakau Community Board Actions – November 2020 ⁷⁴

	Actions	To Action	Update/Response
1.	George St/Buckland Road corner 28/10/2020: Staff to follow up on what work has been completed and report back to the November 2020 meeting.	Service Delivery – Roading/Gareth	A verbal update will be given at the meeting.
2.	Cleanliness of Tuakau Township	Service Delivery - WDA/Roading	Last clean was in August and the next clean was delayed due to fibre installation and is planned for November.
3.	Chorus 28/10/20: Pavers had not been replaced and work was still in progress. Chorus would meet with the Tuakau community on Tuesday, 20 October 2020 at the Tuakau Cosmopolitan Club to discuss the reinstatement and address any concerns raised by the community.	Service Delivery/Graeme Mahy	All pavers that were disturbed by Chorus have now been reinstated in the CBD.
4.	Tuakau Swimming Pool ACTION: Pool Charges - Staff to follow up with Community Connections on the entry charges for the pool and opening dates for the season. ACTION: Pool charges – staff to clarify the process for funding school pools.	Community Connections/Finance	Staff have met with the Community Board and Belgravia, and there is a further meeting on 19 November. The Tuakau pool will open on Saturday 5 th December. Council does not have a process for funding schools. Council Waikato Discretionary Grants Fund Policy. <ul style="list-style-type: none"> • They can come for project new builds/upgrades only. • The boards were advised of this policy at their triennial meeting in November 2019. K) Applications may be considered from schools where the Ministry of Education will not fully fund the project and the benefits are for the wider community (maintenance and operational costs are excluded). M) Grants will not be considered for ongoing operational & maintenance cost.
5.	Toilets - Naike ACTION: Staff to consider having Naike toilets placed on the list for cleaning. A review to be carried out to assess if the toilets are up to standard.	Service Delivery	Please clarify which toilets you are referring to and is the intention to have the toilets available as “Public Toilets”

	Actions	To Action	Update/Response
			We can then arrange an inspection of the toilets and possibly include these in the Public Toilet Cleaning contract.
6.	Lighting ACTION: What requirements for lighting in rural areas - how is it decided where the street lighting goes in rural areas - are there specifications, etc.	Service Delivery /Community Growth	Lighting in rural areas is dependent on traffic volume, intersection configuration and accident history. We run an accident database called CAS which is reviewed regularly for accident history. Traffic volumes on rural roads are actual counts for sealed road network and estimated volumes on the unsealed roading network. All intersections are reviewed annually to assess their safety risk and improvements including lighting are prioritised against other areas of risk across the network.
7.	Roadside Mowing ACTION: Rural roadside mowing was being carried out when Bristle Grass was seeding. This causes spread and had significant ramifications for farmers. The mowing schedule to be reviewed to combat this.	Service Delivery/WDA Todd M/Gary D	<p>WDA do not have a specific process or measure for Yellow Bristle Grass.</p> <p>Waikato Regional Council (WRC) states the following: <i>Yellow Bristle Grass (YBG) is not an unwanted organism. There is no silver bullet to eradication. The action group for YBG has been dissolved, there is no funding left for the action group and they do not intend to request more funding. The last of the literature on YGB has recently been published and there is no intention to publish any more.</i></p> <p>WRC recommendations are that all land owners are responsible for their own bio security, this includes boundaries with roads.</p> <p>Waikato District Council do not spray YBG due to the fact that sprayed areas promote further and more rapid growth of YBG.</p> <p>We are aware that mowing can spread YBG seed but unfortunately we are required to mow the roadside for safety reasons and cannot get away with leaving YBG to grow unattended on the roadside.</p> <p>Dairy NZ website shows germination and early seed heads from October through to January so we would struggle to just stop mowing through that period.</p>
8.	Hall Committees	Community Connections	All committees are asked to update the 'Hall contact list' template that is sent to hall secretaires around AGM period. Email attached to response.

	Actions	To Action	Update/Response
	<p>ACTION: Staff to consider setting up generic email lists for Hall Committees to ensure emails are being received by the correct group.</p>		<p>Hall committees are able to provide Council this information by providing updated committee information to either Deidre MacDonald or Jordy Wiggins.</p> <p>Please pass on staff email address to committees so current hall contact information is shared. Deidre.macdonald@waidc.govt.nz or Jordy.wiggins@waidc.govt.nz</p> <p>Some WDC Hall Committees have created a hall committee email instead of using personal emails and password are shared to all committee members, not just secretaries. This has been set up by the committee themselves, not Council staff.</p> <p>Eg:</p>  <p>Hi Jordy,</p> <p>Thanks for that. Much appreciated. Will be able to get back on track after our big weekend.</p> <p>Cheers, Kay</p>
10.	<p>City Care Acronyms ACTION: Acronyms in the City Care report to be clarified for the Board.</p>	Service Delivery	See attachment.
11.	<p>Level of Service</p>	Service Delivery	Please see the attached works schedules for WDA, City Care and OCS.

COMMUNITY PROJECTS UPDATE

Onewhero Reserve Wastewater System – Stage 3

Contract 9/079 - The final stage of the wastewater treatment and disposal system was awarded to CAMEX Civil for \$70,321.47.

The third and final stage has seen completion of the main wastewater treatment and disposal system with installation of two 25,000 litre and two 10,000 litre concrete tanks and full system commissioning.

The remaining scope of works to compliment the overall waste management of the site has been programmed for mid-November with all physical works intended to be completed by end of November 2020.

Tuakau Library Extension

The tender period has closed and five tenders were received which are currently being evaluated. The library closed while relocating and has moved into the adjacent hall space, re-opening on 9 November, and will operate from there for the duration of the build.

The contract will be awarded to the successful tenderer in November.

The Tuakau Library signage will remain during renovations but directional signage will be put in place on the sandwich boards to direct the community to the town hall.”



Description of Work	Frequency	Dates Scheduled	Council Contract/ or Contractor or Businesses	Monitored by (ie who checks the work carried out)	Location
Empty Rubbish Bins	Daily (up to 3x per day)	Daily	Waikato Alliance Hard Surfaces	WDA	Road side bins
Footpath Maintenance/Upgrades	As programmed, prioritised based on risk & budget.	As programmed generally Jul to Oct.	WDA Hard Surfaces Only	WDA	District Wide
Graffiti Control	As required (Reactive)	As required but not prioritised over safety work	Currently some minor work is WDA	WDA	Rural & Urban District wide
Lights (Street)	As programmed Reactive	All year	WDA – very limited budget currently.	WDA	District Wide
Roadside Litter Collection	Cyclic activity done daily	All year	WDA	WDA	Rural District wide
Roadside Mowing	Cyclic Activity	Generally All year	WDA	WDA	Rural
Street Cleaning (Steam Clean Pavements - Footpath, hard surface)	6 mthly all CBD & 4 mthly Raglan CBD	Various throughout year	WDA	WDA	District wide
Street Cleaning (Sweeping Streets)	Cyclic Activity	Cyclic all year	Hand sweep k&c around bins & CBD when emptying bins each morning WDA kerb & channel sweeping	WDA	District wide

Description of Work	Frequency	Dates Scheduled	Council Contract/ or Contractor or Businesses	Monitored by (ie who checks the work carried out)	Location
Sumps - Cleaning/Clearing	Cyclic rotation 6 mthly	All year	WDA	WDA	Urban
Weed Spraying (between footpath, kerb and channel)	3 times/year	NOV,FEB,MAY	WDA kerb and channel only not footpath.	WDA	Urban
Cleaning Street Furniture/Assets (rubbish bins, power boxes, lamp posts, seats)			WDA do not do. Have requested funding through LTP Asset Management Planning		

Description of Work for Community Connections	Frequency	Council Contract/ or Contractor or Businesses	Monitored by	Location
Empty Rubbish Bins in Parks and Reserves	LB4 – 52/year LB3 – 116/year	Citycare	WDC and Citycare	Pokeno: Recreation Reserve LB4x1, Pokeno Toilets LB3x1, Mark Ball Drive Park LB3x1, Mark Ball Drive Playground LB3x1, Pokeno Cemetery LB4x1, Waterfall Reserve LB3x1 Tuakau: Centennial Park LB3x3, Central Park LB3x1, Dr John Lightbody LB3x1 I, Recreation Reserve LB3x2, Tuakau Cemetery LB3x2, Alexandra Redoubt LB3x1, Les Batkins LB3x3
Footpath Maintenance/Upgrades in Parks and Reserves		Citycare (minor works)	WDC and Citycare	All parks and reserves. Minor works/repairs as required. Major renewals works as per capital renewals programme.
Garden/Shrub Maintenance in Parks and Reserves and Street Landscapes	SH5 – 12/year SH3 – 25/year RO2 – 25/year AN2 – 25/year	Citycare	WDC and Citycare	Pokeno is a mixture of SH5 and AN2. Tuakau is a mixture of SH5, SH3 and RO2. Onewhero has SH5.
Graffiti Control in Parks and Reserves and Council owned facilities	As required	Citycare and OCS	WDC and Citycare	Parks and reserves and Council owned facilities. OCS does graffiti on public toilets only.
Mowing Street Verges	PM3- 46/year PM5- 24/year	Citycare	WDC and Citycare	Verges adjacent to parks and reserves
Roadside Mowing	PM5 – 24/year	Citycare	WDC and Citycare	Pokeno Dean Road Gardens
Toilet Cleaning Pokeno	Twice Daily	OCS	WDC and OCS	Pokeno Main Street.
Toilet Cleaning Tuakau	Daily	OCS	WDC and OCS	St Stephens Ave, Les Batkins, Dr John Lightbody, Escotts Road
Toilet Cleaning Onewhero	Daily	OCS	WDC and OCS	Onewhero Domain

Parks Information - Service Level Outcomes Scheduled Works

27-Jul-16
Version 1.1

Asset Group	Asset Type	Unit of Measure	Service Level	Indicitive Frequency (per year)	Specification Measures
Cricket	Artificial Pitch	Each	CrA1	31	Pre-season Condition & Repair report submitted to and approved by the Principal prior to commencement of summer season; Roll Up Installation & Removal Report submitted to and approved by the Principal prior to the start of the season; Pitches cleaned; Markings clear and accurate; Stump holes full and compact; Hoggin runups do not have wear indentations greater than 25mm; The patched surface is flat, smooth and at the same level as the surrounding hoggin; Patches are well consolidated and stable and provide a hard surface
Gardens	Annuals	Square Metres	AN1 - Premier	52	Annuals returned to 100% weed free condition after visit; Pest & disease activity assessed & reported; Plant removal, composting, fertilising and levelling completed at replanting; Design & replanting completed three (3) times per year for AN1 and two (2) times per year for AN2; Plant size & quality meets specification; All deadheads removed; Watering system inspected and managed; Garden edges trimmed mechanically; No loose litter; Plant loss between plantings reported
			AN2 - High Use	26	
	Bush and Natural Areas	Square Metres	NB1	5	No loose litter in front 3m revegetation edge; Refer Specification Compliance Measures - Shrub Gardens Chemical Weed Control; Sprayed edges neat and even and no wider than 100mm
	Hedges	Metres	HE1 - Premier	4	Hedges trimmed in accordance with industry best practice standards; Hedges trimmed back to within 500mm of adjacent boundaries, grass or hard surface areas; Adjacent surfaces cleaned after trimming
			HE2	2	
	Perennials	Square Metres	PE1 - Premier	40	Gardens returned to 100% weed free condition after visit; Pest & disease activity assessed & reported; Annual composting completed; Pruning to industry best practice standards according to specification timing; Mulch evenly distributed across garden; No mulch outside garden area; No mulch against shrub stems; Garden edge trimmed mechanically; Plant loss reported; Fertiliser applied; All deadheads removed; Watering system inspected and managed; No loose litter
			PE2 - High Use	25	
	Revegetation	Square Metres	RE1 - High Use	4	No loose litter in front 3m revegetation edge; Refer Specification Compliance Measures - Shrub Gardens Chemical Weed Control; Sprayed edges neat and even and no wider than 100mm
			RE2 - Low Use	2	
	Roses	Square Metres	RO1 - Premier	40	Gardens returned to 100% weed free condition after visit; Pest & disease activity assessed & reported; Annual composting completed; Pruning to industry best practice standards according to specification timing; Post-pruning spray completed; Mulch evenly distributed across garden; No mulch outside garden area; No mulch against shrub stems; Garden edge trimmed mechanically; Plant loss reported; Fertiliser applied; All deadheads removed; Watering system inspected and managed; No loose litter
			RO2 - High Use	25	
	Shrub Gardens	Square Metres	SH1 - Premier	40	Gardens returned to 100% weed free condition after visit; Pest & disease activity assessed & reported; Pruning to industry best practice standards; Shrubs pruned back to within 500mm of adjacent boundaries, grass or hard surface areas; Mulch evenly distributed across garden; No mulch outside garden area; No mulch against shrub stems; Garden edge trimmed mechanically; Plant loss reported; No loose litter
			SH2 - High Use (Mechanical Edge)	25	
			SH3 - High Use (Chemical Edge)	25	
SH4 - Low Use (Mechanical Edge)			12		
SH5 - Low Use (Chemical Edge)			12		
SH6 - Very Low Use (Mechanical Edge)			6		
SH7 - Very Low Use (Chemical Edge)			6		
Hard Surface	Hard Surface	Square Metres	HS1	12	Hard surface swept or blown clean; No glass; No litter; No weeds; No build-up of detritus or sediment in kerbs and channels; Surfaces non-slip; Water flows freely to catch pits; All litter and detritus removed from the sump and its immediate surrounds; Outlets free from obstructions and water flows freely; Spray programme scheduled to obtain maximum benefit and longevity of weed control
Park Equipment	Sports Lighting	Each	PQ1	1	Sport Floodlights safe and working as designed; Sports Floodlight Condition Report submitted to Principal Electrical Supply/ Power Outlet Plinths safe and working as designed
Playground Structures	Playground Structures	Each	PSt1 - High Use	52	Routine All structures, play units and edges inspected; All splits, snags and sharp edges addressed; Structures and play units clean and non-slip; Urgent or safety-related issues reported to principal within 4 hours of inspection and repaired; Structure or play unit made safe; Broken components removed and dangerous items immobilised prior to repair; Operational All structures, play units and edges inspected to check operation and stability in accordance with the specification; Painting Condition report for structures submitted and approved by Principal
			PSt2 - Low Use	26	
Playground Surfacing	Bark	Square Metres	PS1 - High Use	52	Bark/Cushionfall/Sand reinstated as a level surface; No scuffed out areas under high use equipment; No Bark/Cushionfall/Sand outside playground surface area; All foreign objects removed; Incidences of safety-related drops in bark/cushionfall levels reported to Principal within 24 hours of inspection; Minor repairs completed; Non urgent repairs priced, scheduled and reported for approval; No loose litter Bark/Cushionfall surfaces aerated; No hard pan below surface; Bark/Cushionfall not broken up; Surfaces 100% weed free Bark/Cushionfall/Sand/Aggregate Surface Top Up Report submitted to and approved by Principal; Synthetic Surfaces, Skate Park/Basketball Court surfaces clean and free of dirt, mould, debris and foreign material; Surface kerb and channels, grills and cesspits allow free flow of drainage water; Inspections completed; unsafe areas cordoned off; Urgent safety-related issues reported within 4 hours of discovery and repairs authorised by Principal; Minor repairs completed; Non urgent repairs priced, scheduled and reported for approval; No loose litter
			PS2 - Low Use	26	
	Cushion Fall	Square Metres	PS1 - High Use	52	
			PS2 - Low Use	26	
	Sand	Square Metres	PS2 - Low Use	26	
	Synthetic	Square Metres	PS1 - High Use	52	
PS2 - Low Use			26		
Sports Structures	Goal Posts	Each	SE1 - Equipment	26	Goal Posts, sockets, securing facilities and components inspected and Condition Report submitted to and approved by Principal; Goal posts erected one week prior to official start of season; Post-erection safety check and report completed, signed off by Contractor and submitted to the Principal; Goal post caps placed in storage; Erected goal posts have no paint damage; Goal posts dismantled and stacked safely and securely on storage frames; Ground socket caps installed and playing surface reinstated by turfing
	Long Jump Pit	Each	SE1 - Equipment	26	Long Jump Pits free of litter, debris, vegetative & foreign material; Sand cultivated to a 100mm depth and raked level; Take off board maintained in a clean condition during summer season
	Sports Structures	Each	SE1 - Equipment	26	Moveable Signs Condition Report submitted to and approved by the Principal prior to start of each season Drainage Infrastructure Condition Report submitted to and approved by the Principal prior to start of the winter season
Structures	Boat Ramps	Square Metres	BR2 - High Use	12	Boat ramps are non-slip and have no build up of moss, lichen, algae or detritus; Boat ramp users are not injured by mollusc shells
	Fountain	Each	WF1 - Premier	12	Water Features/Fountains are well maintained, clean and safe and operate in accordance with design specifications; Water is clean and clear

Asset Group	Asset Type	Unit of Measure	Service Level	Indicitive Frequency (per year)	Specification Measures
Turf	Passive Turf Edging	Metres	PM1 - Premier	60	See Equivalent Mowing Specification
			PM2 - High Use (Mechanical edge)	23	See Equivalent Mowing Specification
			PM3 - High Use (Chemical Edge)	4	See Equivalent Mowing Specification
			PM4 - Low Use (Mechanical Edge)	12	See Equivalent Mowing Specification
			PM5 - Low Use (Chemical Edge)	4	See Equivalent Mowing Specification
			PM6 - High Use (Rural)	3	See Equivalent Mowing Specification
			PM7 - Low Use (Rural)	0	See Equivalent Mowing Specification
	Passive Turf Mowing	Square Metres	PM1 - Premier	50	Target grass height range 15-25mm Grass cut height 20mm; Clippings removed or mulched into surface; No cut litter; No stalk growth or flower/seed heads; Mechanically edged uniformly back to the asset or hard surface edge; Vegetative edging material dispersed evenly over adjacent grass areas; All vegetative material blown off hard surface areas, park assets and garden beds after edging and mowing completed; Full extent of mowing and edging completed (unless Principal notified); No band of taller grass present at the perimeter of the scheduled mowing area or against park assets or hard surfaces; No turf or asset damage
			PM2 - High Use (Mowing)	46	Target grass height range 25-50mm; Grass cut height 40mm; No windrows or excess clippings; No cut litter; No stalk growth or flower/seed heads; Mechanically edged uniformly back to the asset or hard surface edge; Vegetative edging material dispersed evenly over adjacent grass areas; All vegetative material blown off hard surface areas, park assets and garden beds after edging and mowing completed; Full extent of mowing and edging completed (unless Principal notified); No band of taller grass present at the perimeter of the scheduled mowing area or against park assets or hard surfaces; No turf or asset damage
			PM3 - High Use (Mowing)	46	Target grass height range 25-50mm; Grass cut height 40mm; No windrows or excess clippings; No cut litter; No stalk growth or flower/seed heads; No clippings on hard surfaces or in gardens; No turf or asset damage; No unapproved chemical edging completed; Spray edge less than 100mm wide; Full extent of mowing completed (unless Principal notified)
			PM4 - Low Use (Mowing)	24	Target grass height range 50-100mm; Cut height 75mm; No cut litter; Excess clippings spread evenly; No stalk growth or flower/seed heads; Edged uniformly back to the asset or hard surface edge; Vegetative edging material dispersed evenly over adjacent grass areas; All vegetative material blown off hard surface areas, park assets and garden beds after edging and mowing completed; Full extent of mowing completed (unless Principal notified); No turf or asset damage
			PM5 - Low Use (Mowing)	24	Target grass height range 50-100mm; Cut height 75mm; No cut litter; Excess clippings spread evenly; No stalk growth or flower/seed heads; No clippings on hard surfaces or in gardens; No turf damage; No unapproved chemical edging completed; Spray edge less than 100mm wide; Full extent of mowing completed (unless Principal notified); No turf or asset damage
			PM6 - High Use (Rural)	9	Grass mown at 125mm cutting height; No cut litter; No stalk growth or flower/seed heads; No clippings on hard surfaces or in gardens; No turf or asset damage; No unapproved chemical edging completed; Spray edge less than 100mm wide; Full extent of mowing completed (unless Principal notified); No asset damage
			PM7 - Low Use (Rural)	4	Grass mown at 150mm cutting height; No stalk growth or flower/seed heads; No turf or asset damage; Full extent of mowing completed (unless Principal notified)
	Sports Turf Mowing	Square Metres	SM1 - Premier	78	Summer grass cut height 12mm (Couch, Kikuyu) 25mm (Ryegrass); Winter grass cut height 25-35mm (depending on code); No windrows or excess clippings; No cut litter; No stalk growth or flower/seed heads; Edge completed by mechanical means is uniform; Edging is completed back to the asset or hard surface edge; No chemical edging completed; Vegetative edging material dispersed evenly over adjacent grass areas; All vegetative material blown off hard surface areas and park assets after edging and mowing completed; Full extent of mowing and edging completed (unless Principal notified); No band of taller grass present against park assets or hard surfaces; No turf or asset damage
			SM2 - General	52	
	Litter Bins	Litter Bin Collection	Per Site	LB1 - Premier	508
LB2 - High Use				284	
LB3 - Medium Use				116	
LB4 - Low Use				52	
Loose Litter	Loose Litter Collection	Per Site	LL1 - Premier	732	No loose litter; Loose litter collection scheduling aligned with other maintenance activities; Refuse disposal is completed in accordance with principles of sustainable management and recycling where possible; Dumped waste volumes reported by waste stream type
			LL2 - High Use	365	
			LL3 - Medium Use	116	
			LL4 - Low Use	52	
Beaches	Beach Grooming	Per Site	BC1 - Premier	20	All foreign matter not natural to the beach and foreshore environment is removed from the beach and disposed off site; Cleaning/grooming completed at the lowest possible tide height; Beach surface poses no safety issues for users; No damage to assets; Plant and equipment used safely and has minimal impact on beach users
			BC2 - High Profile	2	
Sports Fields	Line Marking	Per Field	SFL1	24	Sports fields set out accurately; Lines accurate, consistent, clear, straight and true and 50-100mm wide; Lines marked with an approved white paint; Approved growth regulator added to white paint; Where multiple code usage, marking completed using different colour paints; Turf grass not damaged by passage of line-marking equipment
Trails	Trail Maintenance	Square Metres	WW1	12	Trails are clear; No glass; No litter; No weeds; No overganging vegetation within trail envelope; No build-up of detritus or sediment in drainage channels / culverts; Surfaces non-slip; Water flows freely along drains and through culverts; Outlets free from obstructions and water flows freely; Spray programme scheduled to obtain maximum benefit and longevity of weed control
			WW2	12	
			BMX	6	
			MB1	6	
Memorials	Cleaning	Per Field	MS1	2	Memorial Structures are free of any algae, lichen and moss. All detritus is removed from around the base of the structure. All lettering is clear and readable and has not be damaged by cleaning.

Open Meeting

To	Onewhero-Tuakau Community Board
From	Tony Whittaker Chief Operating Officer
Date	11 November 2020
Prepared by	Sharlene Jenkins Executive Assistant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0514
Report Title	Year to Date Service Request Report

1. EXECUTIVE SUMMARY

To update the Board on the Year to Date Service Request Report to 30 September 2020.

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received.

3. ATTACHMENTS

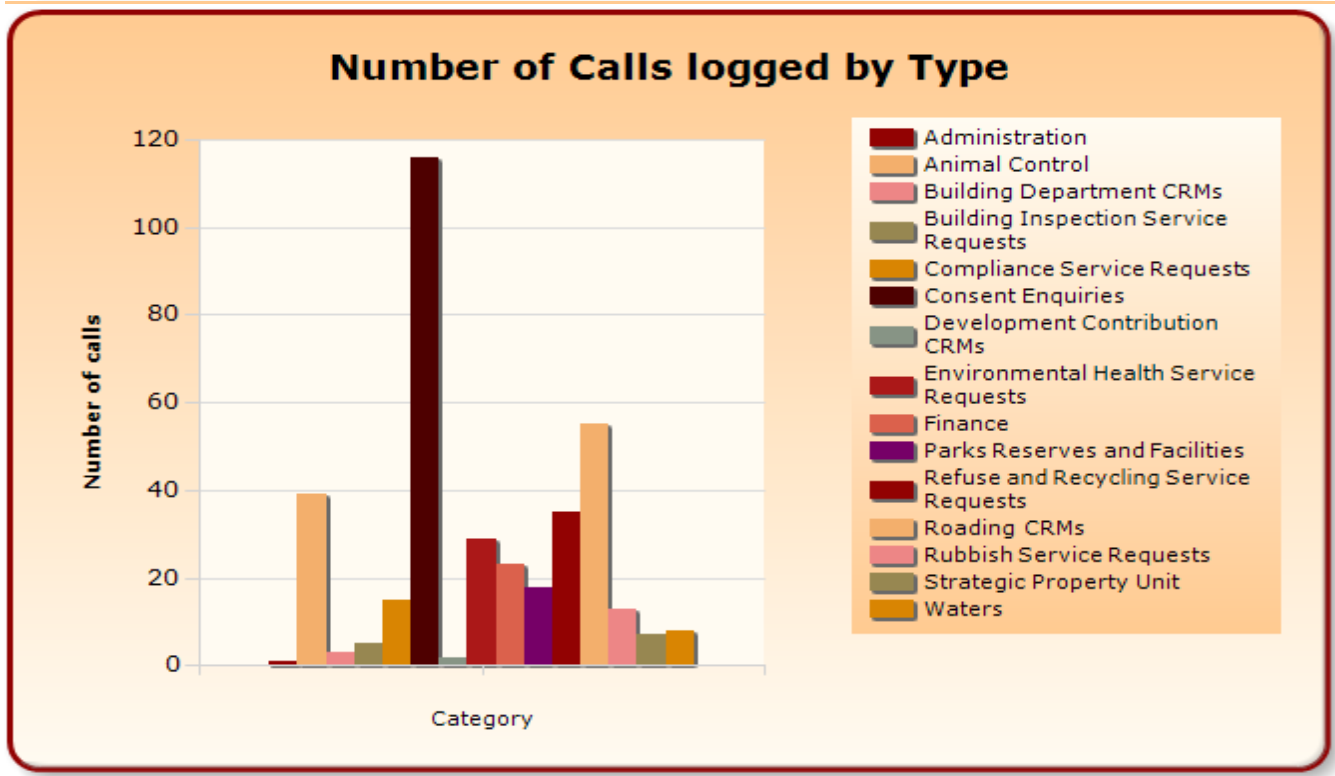
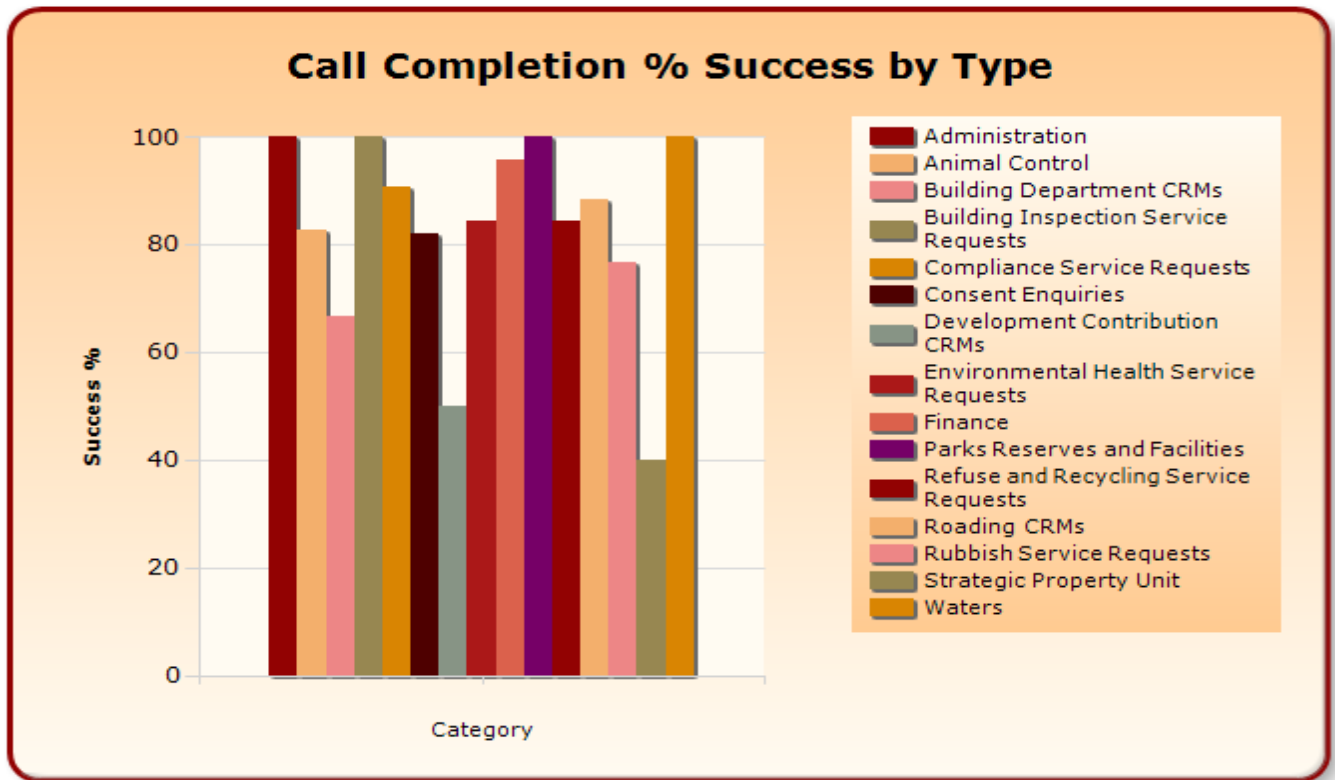
Year to Date Service Request Report for Onewhero-Tuakau Community Board

Service Request Time Frames By Ward for

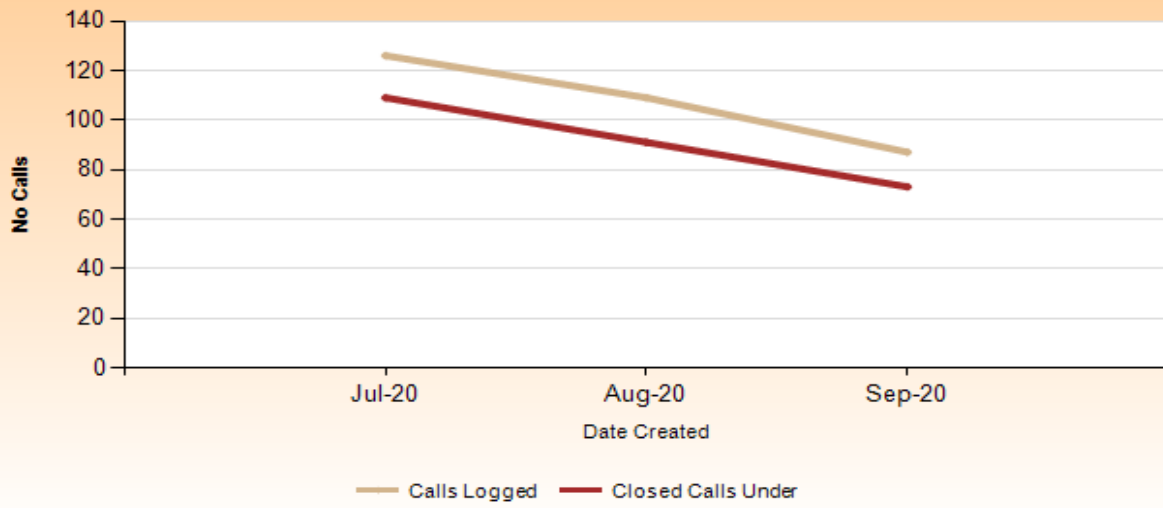
Date Range: 01/07/2020 to 30/09/2020

11/17/2020 11:32:53 AM

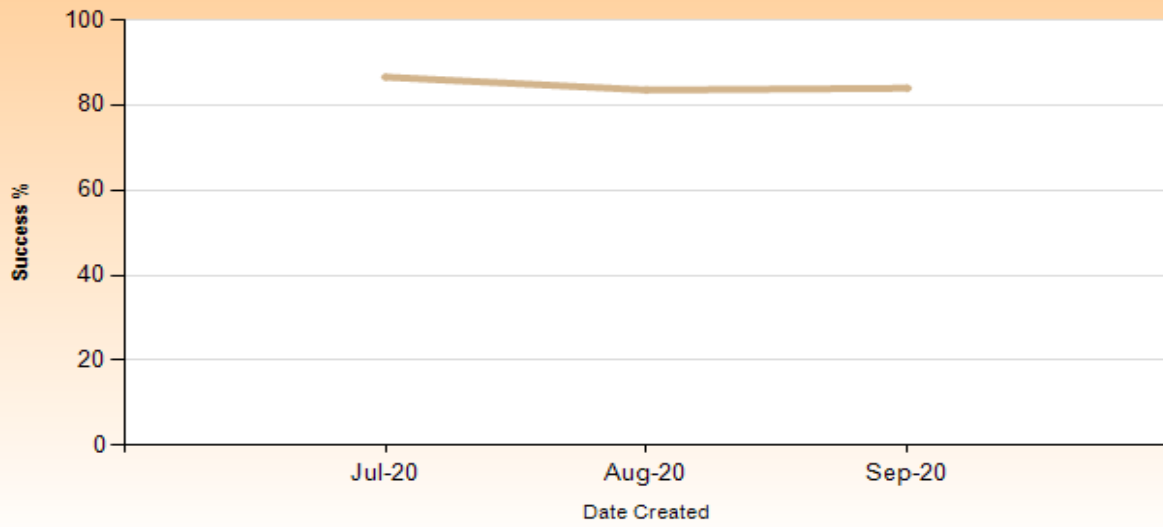
The success rate excludes Open Calls as outcome is not yet known.



Volume of Calls Closed vs Calls Closed in Time



Completion Success per month



			Open		Closed		
Closed Calls are those calls logged during the time period that are now closed.	Open Calls are all the calls open for the ward and may have been logged at any time.	Number of Calls	Open Calls Over	Open Calls Under	Closed Calls Over	Closed Calls Under	Success Rate
Administration							
	Summary	1				1	100.00%
	Pro rated rates for the period xx to xx	1				1	100.00%
Animal Control							
	Summary	39	3	1	6	29	82.86%
	Animal Charges	1				1	100.00%
	Dog Property Visit	7			3	4	57.14%
	Dog Straying - Current	2				2	100.00%
	Dog Straying - Historic	1				1	100.00%
	Dog Surrender	1			1		0%
	Dog/Animal Missing	4		1		3	100.00%
	Dogs Aggression - Current	1	1				0%
	Dogs Aggression - Historic	2	2				0%
	Dogs Barking Nuisance	6				6	100.00%
	Livestock Trespassing - Current	11			2	9	81.82%
	Livestock Trespassing - Historic	3				3	100.00%
Building Department CRMs							
	Summary	3			1	2	66.67%
	PEO General Enquiry	3			1	2	66.67%
Building Inspection Service Requests							
	Summary	5	1			4	100.00%
	Building Inspection Service Requests	5	1			4	100.00%
Compliance Service Requests							
	Summary	15	1	3	1	10	90.91%
	Compliance - Animal By Law	1			1		0%
	Compliance - Unauthorised Activity	14	1	3		10	100.00%
Consent Enquiries							
	Summary	116		9	19	88	82.24%
	Planning Process	14			4	10	71.43%
	Property Information Request	29		3	3	23	88.46%
	Rural Rapid Number assignment & purchase of plates	5		1		4	100.00%
	Zoning and District Plan Enquiries	68		5	12	51	80.95%
Development Contribution CRMs							
	Summary	2			1	1	50.00%
	Development Contribution Enquiries	2			1	1	50.00%
Environmental Health Service Requests							
	Summary	29	3		4	22	84.62%
	Environmental Health Complaint	8	3		2	3	60.00%
	Noise Complaint - Environmental Health	4				4	100.00%
	Noise complaints straight to contractor	17			2	15	88.24%

Finance								
	Summary	23			1	22	95.65%	
	Rates query	23			1	22	95.65%	
Parks Reserves and Facilities								
	Summary	18	1	7		10	100.00%	
	Parks & Reserves - Beach Issues	1				1	100.00%	
	Parks & Reserves - Buildings	2	1	1			0%	
	Parks & Reserves - Reserve Issues	13		6		7	100.00%	
	Parks & Reserves-Council owned buildings on reserv	2				2	100.00%	
Refuse and Recycling Service Requests								
	Summary	35	3		5	27	84.38%	
	Inorganic Non-Collection	2			1	1	50.00%	
	New collections	2			2		0%	
	Recycling Not Collected	7				7	100.00%	
	Refuse - Non-Collection	12				12	100.00%	
	Refuse & Recycling Contractor Complaints	5			2	3	60.00%	
	Refuse & Recycling Enquiries	7	3			4	100.00%	
Roading CRMs								
	Summary	55	2	10	5	38	88.37%	
	Emergency Events - 1 Hr Response	2	1			1	100.00%	
	New Vehicle Entrance Request	4		2		2	100.00%	
	Request 4 new street light path sign etc	2		1		1	100.00%	
	Road Culvert Maintenance	4			1	3	75.00%	
	Road Safety Issue Enquiries	1		1			0%	
	Roading Work Assessment Required - OnSite 5WD	22		1	2	19	90.48%	
	Routine Roding Work Direct to Contractor 5WD Comp	4				4	100.00%	
	Street Light Maintenance	3			2	1	33.33%	
	Urgent Roding Work 4Hr Response	5	1			4	100.00%	
	Vegetation Maintenance	8		5		3	100.00%	
	Rubbish Service Requests							
		Summary	13			3	10	76.92%
Abandoned Vehicle		1			1		0%	
Illegal Rubbish Dumping		9			1	8	88.89%	
	Inorganic Non-Collection	3			1	2	66.67%	
Strategic Property Unit								
	Summary	7		2	3	2	40.00%	
	Paper Roads Enquiries CRM	7		2	3	2	40.00%	
Waters								
	Summary	8	1			7	100.00%	
	3 Waters Enquiry	3				3	100.00%	
	Drinking Water Final Meter Read	1				1	100.00%	
	Drinking Water Major Leak	1				1	100.00%	
	Drinking Water minor leak	1				1	100.00%	
	New Drinking Storm Waste water connections	1				1	100.00%	
	No Drinking Water	1	1				0%	
Total		369	15	32	49	273	84.78%	

Service Request Time Frames By Ward for

TUAKAU

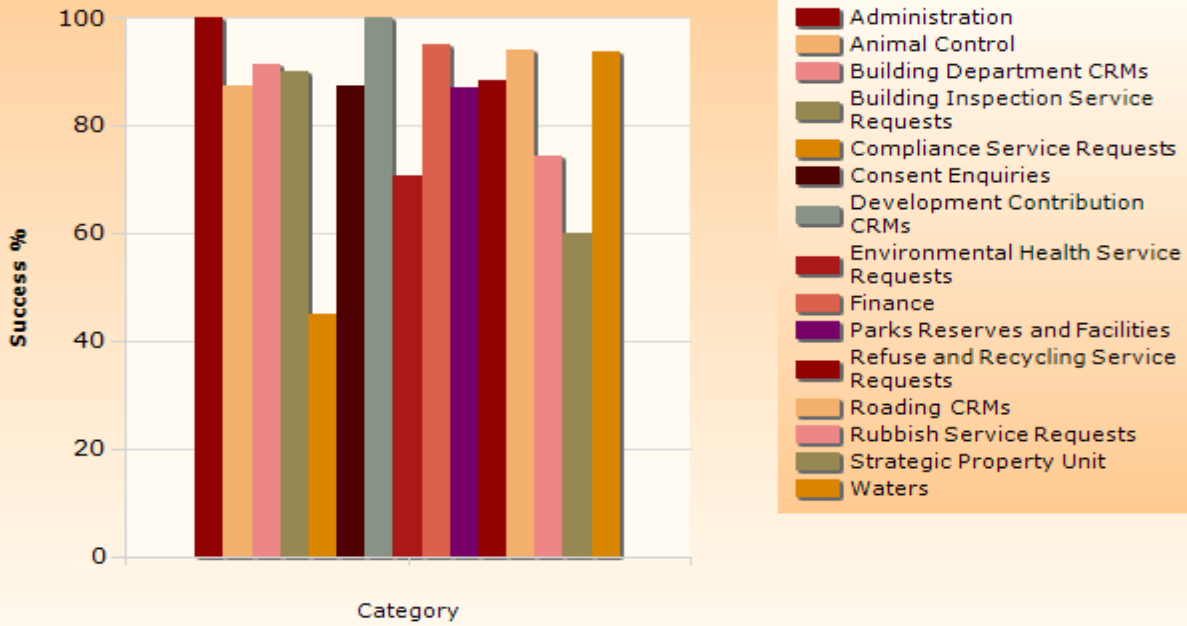


Date Range: 01/07/2020 to 30/09/2020

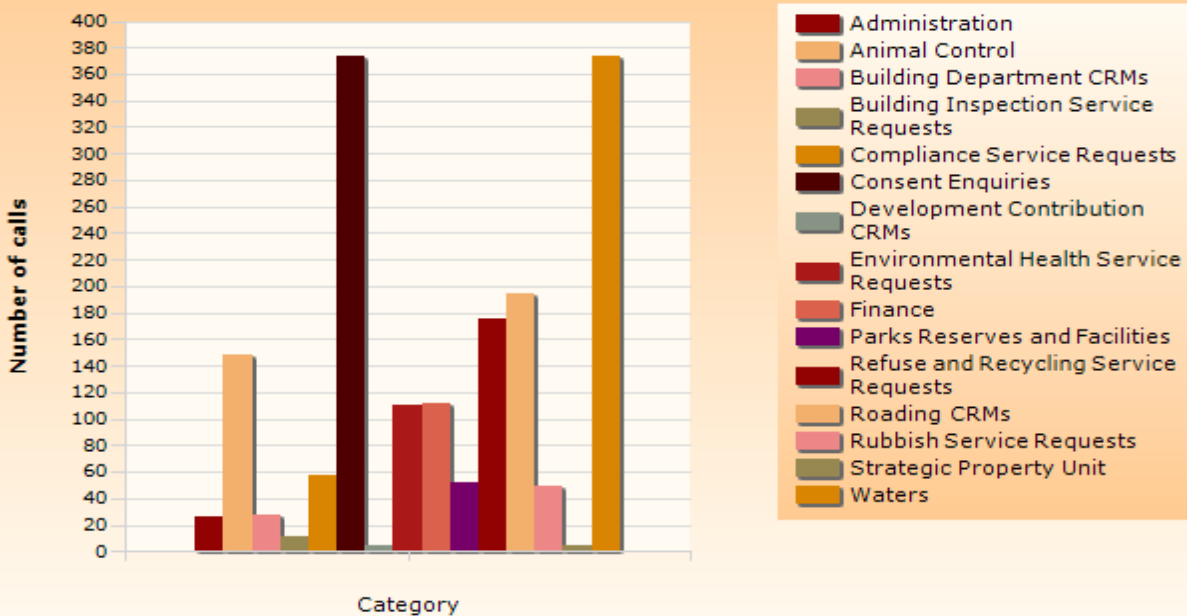
The success rate excludes Open Calls as outcome is not yet known.

11/17/2020 11:34:54 AM

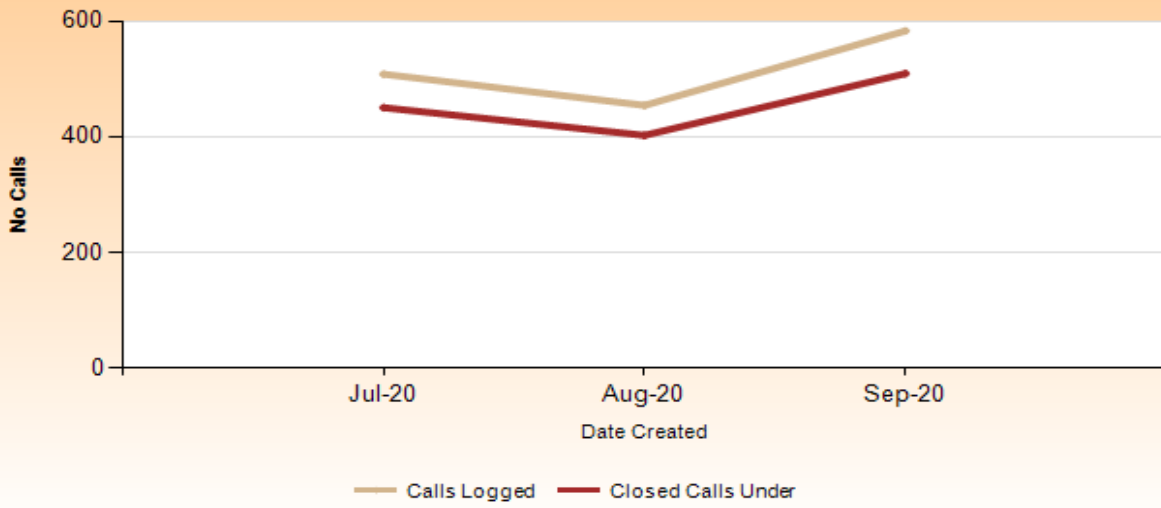
Call Completion % Success by Type



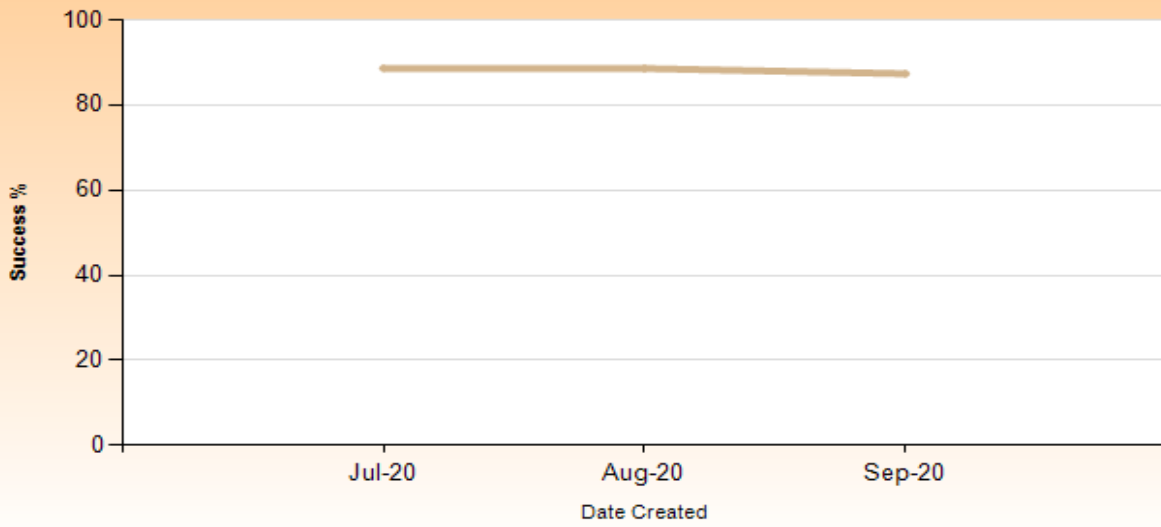
Number of Calls logged by Type



Volume of Calls Closed vs Calls Closed in Time



Completion Success per month



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.	Open			Closed		Success Rate
		Number of Calls	Open Calls Over	Open Calls Under	Closed Calls Over	Closed Calls Under	
Administration							
	Summary	26				26	100.00%
	Pro rated rates for the period xx to xx	26				26	100.00%
Animal Control							
	Summary	148		6	18	124	87.32%
	Animal Charges	14				14	100.00%
	Dog / Cat Trap Required	1		1			0%
	Dog Property Visit	28		1	8	19	70.37%
	Dog Straying - Current	32			5	27	84.38%
	Dog Straying - Historic	9				9	100.00%
	Dog Surrender	1				1	100.00%
	Dog Welfare - Not immediate threat to life	3				3	100.00%
	Dog/Animal Missing	15		3		12	100.00%
	Dogs Aggression - Current	10			3	7	70.00%
	Dogs Aggression - Historic	6				6	100.00%
	Dogs Barking Nuisance	17		1		16	100.00%
	Livestock Trespassing - Current	12			2	10	83.33%
Building Department CRMs							
	Summary	28		5	2	21	91.30%
	Building near any Pipe/Infrastructure may req CCTV	8		4		4	100.00%
	PEO General Enquiry	20		1	2	17	89.47%
Building Inspection Service Requests							
	Summary	12		2	1	9	90.00%
	Building Inspection Service Requests	12		2	1	9	90.00%
Compliance Service Requests							
	Summary	57	15	11	17	14	45.16%
	Compliance - Animal By Law	6	1	1	3	1	25.00%
	Compliance - Unauthorised Activity	43	14	7	12	10	45.45%
	Illegal parking	5			2	3	60.00%
	Non-animal bylaws	3		3			0%
Consent Enquiries							
	Summary	374	1	19	44	310	87.57%
	Planning Process	39		1	5	33	86.84%
	Property Information Request	108	1	8	11	88	88.89%
	Rural Rapid Number assignment & purchase of plates	7				7	100.00%
	Zoning and District Plan Enquiries	220		10	28	182	86.67%

Development Contribution CRMs	Summary	5				5	100.00%
	Development Contribution Enquiries	5				5	100.00%
Environmental Health Service Requests	Summary	111	11	4	28	68	70.83%
	Environmental Health Complaint	12	2	1	8	1	11.11%
	Noise Complaint - Environmental Health	30		3	16	11	40.74%
	Noise complaints straight to contractor	69	9		4	56	93.33%
Finance	Summary	112		12	5	95	95.00%
	Rates query	112		12	5	95	95.00%
Parks Reserves and Facilities	Summary	52		13	5	34	87.18%
	Parks & Reserves - Buildings	16			1	15	93.75%
	Parks & Reserves - Cemetery Complaints (not mowing)	1				1	100.00%
	Parks & Reserves - Graffiti	1			1		0%
	Parks & Reserves - Non-urgent Public Toilet Issues	1				1	100.00%
	Parks & Reserves - Park Furniture	1			1		0%
	Parks & Reserves - Reserve Issues	30		13		17	100.00%
	Parks & Reserves - Urgent Public Toilet Issues	2			2		0%
	Refuse and Recycling Service Requests	Summary	175		12	19	144
Inorganic Non-Collection		20			8	12	60.00%
New collections		4				4	100.00%
Recycling Not Collected		18				18	100.00%
Refuse - Non-Collection		55				55	100.00%
Refuse & Recycling Contractor Complaints		11		2	3	6	66.67%
Refuse & Recycling Enquiries		11			4	7	63.64%
Rubbish bag sticker/tag orders - internal use only		5			2	3	60.00%
Tuakau Wheelie Bins		51		10	2	39	95.12%

Roading CRMs	Summary	195	1	26	10	158	94.05%	
	Boundary fences on roads - permanent & temporary	1				1	100.00%	
	Emergency Events - 1 Hr Response	3				3	100.00%	
	Footpath Maintenance - Non_Urgent	6	1	1		4	100.00%	
	New Vehicle Entrance Request	104		18		86	100.00%	
	Passenger Transport (incl Bus Shelters)	1		1			0%	
	Request 4 new street light path sign etc	3				3	100.00%	
	Road Culvert Maintenance	8				8	100.00%	
	Road Marking Sign & Barrier Maint Marker Posts	1				1	100.00%	
	Road Safety Issue Enquiries	6		2	1	3	75.00%	
	Roading Work Assessment Required - OnSite 5WD	25		1	3	21	87.50%	
	Routine Roding Work Direct to Contractor 5WD Comp	14		2		12	100.00%	
	Street Light Maintenance	11			5	6	54.55%	
	Urgent - Footpath Maintenance	1				1	100.00%	
	Urgent Roding Work 4Hr Response	6				6	100.00%	
	Vegetation Maintenance	5		1	1	3	75.00%	
	Rubbish Service Requests	Summary	49		2	12	35	74.47%
		Abandoned Vehicle	12		2	8	2	20.00%
		Illegal Rubbish Dumping	31			3	28	90.32%
Inorganic Non-Collection		6			1	5	83.33%	
Strategic Property Unit	Summary	5			2	3	60.00%	
	Council owned land CRMs	3			2	1	33.33%	
	Paper Roads Enquiries CRM	2				2	100.00%	
Waters	Summary	374	5	33	21	315	93.75%	
	3 Waters Enquiry	104	1	1	7	95	93.14%	
	3 Waters Safety Complaint - Non Urgent	4		1	1	2	66.67%	
	3 Waters Safety Complaint - Urgent	3			1	2	66.67%	
	Drinking water billing	8				8	100.00%	
	Drinking Water Final Meter Read	160		27		133	100.00%	
	Drinking Water Major Leak	28	2		8	18	69.23%	
	Drinking Water minor leak	25	1	1	2	21	91.30%	
	Drinking Water quality	5				5	100.00%	
	Drinking Water Quantity/Pressure	4		2		2	100.00%	
	Fix Water Toby	6		1		5	100.00%	
	New Drinking Storm Waste water connections	3				3	100.00%	
	No Drinking Water	7			1	6	85.71%	
	Stormwater Open Drains	2				2	100.00%	
	Stormwater Property Flooding	1				1	100.00%	
	Wastewater Overflow or Blocked Pipe	14	1		1	12	92.31%	
Total	1723	33	145	184	1361	88.09%		

Open Meeting

To	Onewhero-Tuakau Community Board
From	Gavin Ion Chief Executive
Date	16 October 2020
Prepared by	Grace Brady Democracy Advisor
Chief Executive Approved	Y
Reference #	GOV0507
Report Title	Schedule of Meetings 2021

I. EXECUTIVE SUMMARY

The purpose of this report is to seek the Board's approval to the proposed schedule of Board meetings for 2021.

The Onewhero-Tuakau Community Board, at its inaugural meeting in [November 2019](#), agreed to meet on a six-weekly meeting cycle for the duration of the 2019-2022 triennium, to align with the schedule of meetings for Council and Council committee meetings. This meeting cycle has enabled staff to have sufficient time between meetings to address actions and fully report back to the next Board meeting, which leads to better decision-making by the Board and better outcomes for the community.

Attached to this report is the proposed schedule of meetings for 2021, which is based on the 2020 meeting cycle. The Board may wish to continue to meet between each board meeting with a workshop, to discuss its work programme and connect with its community.

2. RECOMMENDATION

THAT the report from the Chief Executive be received;

AND THAT the Onewhero-Tuakau Community Board continues to hold its meetings at 6.00pm on a six-weekly cycle in 2021, on the following dates:

- **Monday 1 February 2021**
- **Monday 15 March 2021**
- **Tuesday 27 April 2021**
- **Tuesday 8 June 2021**
- **Monday 19 July 2021**
- **Monday 30 August 2021**
- **Monday 11 October 2021**
- **Monday 22 November 2021**

- **ATTACHMENTS**

Attachment 1 – Proposed 2021 Calendar - Community Board Schedule of Meetings (OTCB)

Waikato District Council - Schedule of Meetings 2021

	January	February	March	April	May	June	July	August	September	October	November	December
Mon		1 OTCB	1								1 Council	
Tue		2	2			1					2	
Wed		3	3			2			1		3	1
Thur		4	4	1		3			2		4	2
Fri	1 New Year's Day	5	5	2 Good Friday		4			3	1	5	3
Sat	2	6 Waitangi Day	6	3	1	5			4	2	6	4
Sun	3	7	7	4	2	6		1	5	3	7	5
Mon	4	8 Waitangi Day Observed	8	5 Easter Monday	3	7 Queen's Birthday		2	6	4	8	6
Tue	5	9	9	6 Council	4	8 OTCB		3	7	5	9	7
Wed	6	10	10	7	5	9		4	8	6	10	8
Thur	7	11	11	8	6	10		5	9	7	11	9
Fri	8	12	12	9	7	11		6	10	8	12	10
Sat	9	13	13	10	8	12		7	11	9	13	11
Sun	10	14	14	11	9	13		8	12	10	14	12
Mon	11	15 OTCB	15	12	10	14		9 Council	13	11 OTCB	15	13 Council
Tue	12	16	16	13	11	15		10	14	12	16	14
Wed	13	17	17	14	12	16		11	15	13	17	15
Thur	14	18	18	15	13	17		12	16	14	18	16
Fri	15	19	19	16	14	18		13	17	15	19	17
Sat	16	20	20	17	15	19		14	18	16	20	18
Sun	17	21	21	18	16	20		15	19	17	21	19
Mon	18	22 Council	22	19	17 Council	21		16 OTCB	20 Council	18	22 OTCB	20
Tue	19	23	23	20	18	22		17	21	19	23	21
Wed	20	24	24	21	19	23		18	22	20	24	22
Thur	21	25	25	22	20	24		19	23	21	25	23
Fri	22	26	26	23	21	25		20	24	22	26	24
Sat	23	27	27	24	22	26		21	25	23	27	25
Sun	24	28	28	25 ANZAC Day	23	27		22	26	24	28	26
Mon	25		29	26 ANZAC Day Observed	24	28 Council		23	27	25 Labour Day	29	27
Tue	26		30	27 OTCB	25	29		24	28	26	30	28
Wed	27		31	28	26	30		25	29	27		29
Thur	28			29	27			26	30	28		30
Fri	29			30	28			27		29		31
Sat	30				29			28		30		
Sun	31				30			29		31		
Mon					31			30 OTCB				
Tue								31				

KEY
Public Holiday
No Meetings
Council -
Every 6th Monday
Workshops

Open Meeting

To	Onewhero-Tuakau Community Board
From	Sue O’Gorman General Manager Customer Support
Date	17 November 2020
Chief Executive Approved	Y
Reference #	OTCB2020
Report Title	Tuakau Swimming Pool Entry Fees

I. EXECUTIVE SUMMARY

Shaun Jackson will table a report at the meeting that will make some recommendations on the extent to which the Onewhero-Tuakau Community Board will subsidise the Tuakau Swimming Pool entry fees for the 2020/2021 season.

2. RECOMMENDATION

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

3. BACKGROUND

In the 2019/2020 summer season the Onewhero Community Board supported free entry to the Tuakau Swimming Pool, at a total cost of \$6,050 plus GST, through their discretionary funds. The increase in use of the pools was very significant which supported both health and wellbeing but also community connections. It also means that the asset is being far better utilised and adding significantly more value to the community than before.

The Chair, and some Board members, have met with the Community Connections team who look after our pools and were guided to meet directly with Belgravia to whom the pool management and maintenance is contracted out. The report that will be tabled will be the recommendations from the outcome of these meetings.