

TE AWAMUTU COMMUNITY BOARD AGENDA



Time: 6.00pm
Date: Tuesday 14 July 2020
Venue: Council Chambers, Waipa District Council
101 Bank Street, Te Awamutu

MEMBERS

Chairperson

AM Holt

Members

CG Derbyshire, RM Hurrell, J Taylor, KG Titchener, Councillor LE Brown, Councillor SC O'Regan

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AGENDA

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NEXT MEETING

TE AWAMUTU COMMUNITY BOARD AGENDA



AGENDA ITEMS

1 APOLOGIES

2 DISCLOSURE OF MEMBERS' INTERESTS

Members are reminded to stand aside from decision making when a conflict arises between their role as an elected member and any private or external interest they may have.

3 LATE ITEMS

Items not on the agenda for the meeting require a resolution under section 46A of the Local Government Official Information and Meetings Act 1987 stating reasons why the item was not on the agenda and why it cannot be dealt with at a subsequent meeting as an agenda item. It is important to note that late items can only be dealt with when special circumstances exist and not as a means of avoiding or frustrating the requirements in the Act relating to notice, agendas and content.

4 CONFIRMATION OF ORDER OF MEETING

Recommendation

That the order of the meeting be confirmed.

5 PUBLIC FORUM

Public forums are designed to enable members of the public to bring matters, not necessarily on the meeting's agenda, to the attention of the local authority. In the case of a community board any issue, idea or matter raised in a public forum must fall within the terms of reference of that body.

Requests to attend the public forum must be to the Governance Team (Governance.Support@waipadc.govt.nz) at least one clear day before the meeting. Requests should outline the matters that will be addressed by the speaker.

TE AWAMUTU COMMUNITY BOARD AGENDA



Speakers can speak for up to five (5) minutes. No more than two speakers can speak on behalf of an organisation during a public forum. At the conclusion of the presentation elected members may ask questions of speakers. Questions are to be confined to obtaining information or clarification on matters raised by a speaker. Following the public forum no debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda.

TE AWAMUTU COMMUNITY BOARD REPORT



To: The Chairperson and Members of the Te Awamutu Community Board
From: Governance
Subject: **Minutes of the Previous Meeting**
Meeting Date: 14 July 2020

1 SUMMARY

To confirm the minutes of the ordinary meeting held 9 June 2020.

2 RECOMMENDATION

That the minutes of the meeting held 9 June 2020, as circulated with the agenda, be confirmed as a true and correct record of proceedings.

TE AWAMUTU COMMUNITY BOARD MINUTES



Minutes for Te Awamutu Community Board 9 June 2020

Audio Visual - Zoom

Members Present

AM Holt (Chairperson); CG Derbyshire; RM Hurrell; J Taylor; KG Titchener; Councillor S O'Regan; Councillor L Brown

Attendees

Gary Knighton, Manager Strategic Partnerships
Wayne Allan, General Manager District Growth & Regulatory
Martin Mould, Manager Water Services
Sally Sheedy, Manager Community Services
Jo Gread, Manager Governance
Keryn Phillips, Governance Officer

Apologies

There were no apologies

Disclosure of Members' Interests

There were no disclosure of members' interests

Late Items

There were no late items

Confirmation of Order of Meeting

RESOLVED

6/20/33

That the order of the meeting be confirmed with the removal of Item 12 'Extension of Discretionary Funding.'

Cr Brown/Derbyshire

Board Member Hurrell left the meeting due to technological issues and was unable to re-join the meeting.

Public Forum

Mark Harrop, Principal of Paterangi School, spoke about an initiative to acknowledge positive behaviour in children, whilst they are in public. This would involve buy-in from Council, businesses, sports clubs, Police etc as it would be staff awarding tokens to children for displaying positive citizenship values that are encouraged within schools. He had spoken to schools, who endorsed the initiative and required support from members of the Community Board to bring the idea into Te Awamutu.

Confirmation of Minutes

RESOLVED

6/20/34

That the minutes of the meeting held 12 May 2020, as circulated with the agenda, be confirmed as a true and correct record of proceedings.

Taylor/Derbyshire

Climax Steam Engine Relocation

In the late 1950's the late Jonas Smyth, a former Mayor, gifted the Climax 1317 engine to the Te Awamutu community. The Climax was placed in Te Awamutu War Memorial Park for community enjoyment as a play item where in 48 years at this location it's condition gradually deteriorated.

The Council resolved to repair Climax 1317 in 2003 and accordingly the engine was relocated in 2005. The Te Awamutu Lions Club instigated the formation of the Climx 1317 Trust to fundraise and restore the steam engine, and a MOU was prepared in 2005 and agreed between Council and the Trust to achieve a restored condition suitable for public display and consider how the Climax would be displayed.

The Climax engine is currently stored at the Daphne Street depot; a building housing the Parks and Water Reticulation teams of Council and their business plant. The lease on this building expires in 2021 and although an extension may be possible it is still desirable that a decision on where to locate the engine is made soon.

The Community Board discussed the proposed locations in the report, and suggested an alternate location for the Climax Steam Engine to be relocated.

RESOLVED

6/20/35

That

- 1. The information contained in the report 'Climax Steam Engine Relocation' (Document 10409197) of Gary Knighton, Strategic Partnerships Manager be received; and*
- 2. Te Awamutu Community Board support Location 7 (as identified on the map included in the report) located adjacent to the Band Rooms at Albert Park on Albert Park Drive, SH3, Te Awamutu, subject to permission being granted by Transit New Zealand; and*
- 3. Te Awamutu Community Board recommend that Waipa District Council staff investigate the corner of Arawata Street and Scout Lane (in the current Bunnings car park) as an alternate location for the Climax Steam Engine.*

Derbyshire/Cr O'Regan

Quarterly Reports

The District Growth and Water Services Quarterly Reports were included in the agenda as information items only. Wayne Allan, Group Manager District Growth & Regulatory Services, spoke to his report and noted that following lock down, the May 2020 building consent requests were right back up to pre-Covid-19 numbers. Martin Mould, Manager Water Services, spoke to his report and answered some questions.

RESOLVED

6/20/36

That the Te Awamutu Community Board receive the 'Quarterly District Growth Report' (Document 10359847) of Wayne Allan, General Manager District Growth & Regulatory and the 'Water Services Quarterly Report' (Document 10386879) of Martin Mould, Manager Water Services.

Cr Brown/Taylor

Treasury Report

The report detailed the funds available to the Te Awamutu Community Board for the allocation of discretionary grants and was included in the agenda.

RESOLVED

6/20/37

That the 'Treasury Report – Te Awamutu Community Board' of Sarah Davies, Manager Finance for the period ended 30 April 2020 be received.

Titchener/Taylor

Discretionary Grant Applications

Two applications for discretionary funding were received. An application from CommSafe requested funding of \$3,000.00 plus GST to provide financial assistance to pay the annual cost for its online database system. An applications from Central Kids Kihikihi Kindergarten requested funding of \$3,791.10 plus GST to provide financial assistance to install outdoor blinds to weather-proof its new carpentry shed.

The full applications with supporting financial documentation were distributed to Community Board members prior to the meeting.

RESOLVED

6/20/38

That the discretionary fund applications from CommSafe (Document 10395831) and Central Kids Kihikihi Kindergarten (Document 10405504) be received.

Derbyshire/Taylor

RESOLVED

6/20/39

That the Te Awamutu Community Board allocate CommSafe \$3,000.00 plus GST from its discretionary fund.

Cr O'Regan/Derbyshire

RESOLVED

6/20/40

That the Te Awamutu Community Board allocate Central Kids Kihikihi Kindergarten \$1,000.00 plus GST from its discretionary fund.

Derbyshire/Cr O'Regan

Extension of Discretionary Funding

This item was removed from the agenda as the request was resolved prior to the meeting.

Board Members Report from Meetings Attended on Behalf of the Te Awamutu Community Board

Board Member Taylor reported that she was going to meet with three groups in the next couple of weeks.

Board Member Derbyshire had received queries from residents on Fairview Road and Wallace Terrace, where curbside trees had been planted without any prior correspondence with the residents until the morning of the planting.

Board Member Titchener attended a RSA meeting on Memorial Park.

Councillor O'Regan thanked the community board for its submission to Council's Annual Plan.

The community board discussed sending letters of congratulations to Councillor Hazel Barnes and Lois Chick for receiving Queen's service awards as well as condolence to the families of former community board member George Simmonds and community police officer Colin Hall.

Next Meeting

The next Te Awamutu Community Board meeting is to be held at 6.00pm on Tuesday 14 July 2020.

Close of Meeting

That being all the business the meeting closed at 7.37pm

TE AWAMUTU COMMUNITY BOARD REPORT



To: The Chairperson and Members of the Te Awamutu Community Board
From: Debbie Lascelles, Group Manager Strategy & Community Services
Subject: **Discretionary Fund 2020/21**
Meeting Date: 14 July 2020
Document: 10428103

1 EXECUTIVE SUMMARY

At the beginning of the 2020/21 financial year the Cambridge and Te Awamutu Community Boards, and the Pirongia Ward Committee will receive a new discretionary grant allocation from Council.

The Committee and the Boards have the authority from Council to:

Allocate funding within the approved budget, providing that any decision to allocate any of those funds must be made in accordance with the promotion of the social, economic, environmental and cultural well-being of communities in the present and for the future.

In July/August each year the council advertises a combined funding round for the two community boards and the Pirongia Ward committee, calling for applications from community organisations who offer services or support in the Waipa district.

If the Te Awamutu Community Board wish to make any changes to the way the Committee has approached the discretionary grants criteria, it will need to do so at this meeting, prior to the fund being advertised. This report recommends that for the 2020/2021 Financial year there is a focus on applications that promote resilience or recovery from Covid-19.

2 RECOMMENDATION

That

- a) *The report titled 'Discretionary Fund 2020/21' (document number 10428103) of Debbie Lascelles, Group Manager Strategy & Community Services be received;*
- b) *The Te Awamutu Community Board support Waipa's Covid-19 recovery by including the following as criteria when considering discretionary grant funding applications in the 2020/2021 financial year:*

For the 2020/21 funding round all local community projects will be considered, however, priority will be given to applications for local community activities or projects that promote resilience or recovery from Covid-19. This could include proposals such as programmes for people whose income has been affected, community initiatives to drive resilience or self-sufficiency in the community (such as community gardens; teaching cooking, sewing or financial literacy) or activities that promote economic recovery by generating revenue for local businesses, employment or bring people into the district. For non-Covid 19 related proposals less priority will be placed on operating costs.

3 OPTIONS AND ASSESSMENT

Covid-19 Criteria for Discretionary Fund

Covid-19 timeline

In December 2019, the first cases of Covid-19 start to emerge in Wuhan, China. By 7 January 2020, Chinese authorities identify a new type of Coronavirus and by 30 January, the World Health Organisation (WHO) declares the outbreak to be a, "public health emergency of international concern." On 11 February, WHO names the disease Covid-19. By the end of February, the disease has spread internationally and there are more cases being reported from outside of China than from within China.

The New Zealand (NZ) Government places restrictions on foreign nationals travelling to NZ from or transiting through China on 3 February. On the 28 February, NZ reports its first case. By 8 March, more than 100 countries have reported cases and the WHO declares an official pandemic.

By 17 March, 7,070 people in NZ have completed self-isolation and Healthline is monitoring a further 2,875 people in isolation. The NZ government announces a \$12.1 billion-dollar recovery package to cushion the impact on recovery. On the 19

March, for the first time in history, NZ announces that the country's borders will close to anyone who isn't a NZ citizen or permanent resident.

The government introduces a four-level alert system on 21 March and that the country is on alert level 2 at this stage. On the 23 March, the number of cases surpasses 100 and the Prime Minister announces that the country has moved to alert level 3 and within 48 hours, will move to alert level 4. Schools close from 24 March and all non-essential businesses close. On March 25, a state of emergency is declared, and the country prepares to go into lock-down at midnight.

The country remains in alert level 4 until 11.59 pm on 27 April and enters the first day of alert level 2 on 14 May. The state of emergency is lifted on the eve of alert level 2 and moves into a state of transition, which will remain in place for 90 days. The government unveils a \$50 billion recovery package as part of the 2020 budget.

By 8 June, the total number of Covid-19 cases in NZ has reached 1,504, with no active cases of Covid-19 remaining. The country moves to alert level 1 at 11.59 pm. Restrictions on work, school, sports, domestic travel and gathering size are lifted. The total death toll reached 22. As at 10 June, internationally, the disease remains active, with new cases still increasing daily, over three and a half million active cases and a death toll of 413,648.

Impacts of Covid-19 on Waipā District

On 20 May 2020, a Council workshop highlighted the impact of Covid-19 on Waipā District and proposed a number of recovery initiatives.

Data on the economic impact of Covid-19 has come from a number of sources and includes a report written specifically for Waipā District Council by Infometrics, weekly data compiled and distributed by Waikato Regional Council and Te Waka, and surveys of businesses across the District and Region. This data suggests:

- Waipā District is somewhat protected by reliance on the primary sector and food manufacturing sector
- GDP is expected to contract by 4.8% to March 2021
- The hospitality industry will take the biggest hit, particularly food and accommodation
- District wide unemployment will increase from 2.5% to 6.9% to March 2021
- Māori unemployment within the region is currently at 8% and predicted to rise to 16%
- District wide residential and non-residential construction will decline by 18%
- District wide house prices will decline by 11%

Staff have begun meeting with local Māori Trust Boards and iwi along with a range of other social sector stakeholders to discuss local trends and recovery issues. The social sector is reporting that services are currently stretched and there is concern about the predicted increase of need within the community due to financial stress with

accompanying increases to stress, mental health and domestic violence that are typical within a stressed community. Stakeholders are keen to enhance community resilience and support practices that enable improved financial literacy and self-sufficiency.

Providing increasing levels of this kind of support will be challenging with the current reliance on philanthropic funding to keep many of these services afloat. The philanthropic sector is under increasing pressure with gaming trusts unable to collect income during the lock-down period.

Recovery from Covid-19

The definition of recovery is:

“Recovery means the coordinated efforts and processes used to bring about the immediate, medium and long-term holistic regeneration and enhancement of a community following an emergency. The recovery process is about supporting people to rebuild their lives and restore their emotional, social, economic and physical wellbeing” (CDEM Act, 2002).

Recovery is usually a Civil Defence-led activity. However, the NZ Government indicated early on that this was not the typical kind of Civil Defence emergency and would require a different approach to recovery.

Consultant, Peter Winder, has been leading a piece of work for the Mayoral Forum that provides direction on how recovery should be approached and who should lead this work at a regional level. Key principles were identified that should guide the recovery approach. To summarise, Waipā District Council needs to be aware of the following:

- Recovery must support the cultural, emotional & physical well-being of individuals & communities, minimise the consequences of Covid-19 and take opportunities to regenerate communities in ways that build resilience.
- A regional approach will deliver the best outcome for all the region’s districts, people and communities.
- Collective action will be required to achieve the best outcome – no person or agency can achieve that by themselves.
- Iwi must be recognised as recovery partners & a major part of the economy, society & culture of the Waikato.
- Solutions should be designed by Māori for Māori.
- Decisions should be evidence-based.

Central government is indicating that recovery should be locally led and centrally enabled. Despite it not being a Civil Defence-led activity, there is an expectation that local government will provide significant leadership to facilitate a collective, joined up community response to issues as they arise. This needs to be underpinned by

good relationships with stakeholders across every level, so that local communities are connected to timely, relevant and effective solutions.

This requires an all of organisation approach, where business as usual is focused on the achievement of recovery outcomes for the district. A recovery project team has been established that allocates actions and monitors data within each of the following sectors: economic, cultural, infrastructure, and social & environmental. Initial strategic priorities identified by staff at Waipā District Council to guide the start-up of local recovery efforts are:

- Partnering with iwi
- Build better: green infrastructure projects
- Supporting the visitor economy
- Supporting employment and training
- Supporting the capability of the social sector

These will continue to be refined and moderated as data is monitored in order to be responsive to issues as they

Discretionary Fund Criteria

The Te Awamutu Community Board has the opportunity to support Council in its efforts in Covid-19 recovery by way of making Covid-19 a focus for the discretionary grant applications.

The criteria for discretionary grants for the Community Boards and the Pirongia Ward Committee in the 2019/20 year were:

1. The applicant applying for financial assistance must be a not-for-profit group or organisation and be providing a local community or welfare service for the benefit of the wider Waipa community i.e. not a private club.
2. Applicants applying for financial assistance need to complete the attached application form. The application must specify the local services, facilities and benefits being provided to the community, to assist with assessment of the application.
3. For the 2019/20 funding round, higher priority will be given to applications for local community projects, with less priority on operating costs.
4. All applications must be supported by a copy of the applicant's most current bank statement as well as a bank deposit slip. If there is a budget for the proposal, a copy should be attached (this may include quotes for equipment, works or services. Applications without these financial records attached will not be considered.

5. Financial assistance will not be available from more than one source of council funding for the same purpose (event or activity) within council's financial year starting 1 July.
6. Applications cannot be received for expenses or events that have already happened (retrospective).
7. A thanks or mention of the committees/board's support to your project is expected. This may be a sponsors sign stating "Proudly supported by...", thanks in a media release, advertisement, newsletters etc.

Staff are recommending that Te Awamutu Community Board support the Council's Covid-19 recovery efforts by amending criteria 3 above as follows:

For the 2020/21 funding round all local community projects will be considered, however, priority will be given to applications for local community activities or projects that promote resilience or recovery from Covid-19. This could include proposals such as programmes for people whose income has been affected, community initiatives to drive resilience or self-sufficiency in the community (such as community gardens; teaching cooking, sewing or financial literacy) or activities that promote economic recovery by generating revenue for local businesses, employment or bring people into the district higher priority will be given to applications for local community projects,. For non-Covid 19 related proposals with less priority will be placed on operating costs.



Debbie Lascelles

GROUP MANAGER STRATEGY AND COMMUNITY SERVICES

TE AWAMUTU COMMUNITY BOARD REPORT



To: The Chairperson and Members of the Te Awamutu Community Board
From: Governance
Subject: **Quarterly Report**
Meeting Date: 14 July 2020

1 SUMMARY

The Property Services Quarterly Report is included in the agenda.

2 RECOMMENDATION

That the Te Awamutu Community Board receive the 'Quarterly Property Services Report' (Document number 10383869), of John Miles, Manager Property Services.

To: The Chairperson and Members of the Finance and Corporate Committee

From: Manager Property Services

Subject: **QUARTERLY PROPERTY SERVICES REPORT**

Meeting Date: 19 May 2020

File Reference: 2.20.04

1 EXECUTIVE SUMMARY

The purpose of this report is to provide information on the activities of the Property Services Team for the 1 January to 31 March 2020 quarter. This is an 'information only' report as no decisions are required.

2 RECOMMENDATION

That the information contained in the 'Quarterly Property Services Report' (document number 10383869), of John Miles, Manager Property Services, be received.

3 FINANCIAL UPDATE

INCOME & EXPENDITURE SUMMARY FOR THE PERIOD ENDING 31 March 2020

LTP Activity	Budget FY	Forecast FY	Actual YTD	Complete
Income				
Properties - Commercial	374,980	362,880	257,061	71%
Karapiro Domain	721,060	721,060	711,265	99%
Housing	1,361,142	1,398,970	1,128,808	81%
Community Properties	92,380	92,380	42,837	46%
Non Core Commercial Prop	146,600	225,300	150,385	67%
Karapiro Reserve Development	-	148,940	31,304	21%
Halls	31,835	23,275	16,737	72%
Council Occupied Buildings	9,750	9,750	10,926	112%
	2,737,747	2,982,555	2,349,323	
Operating Expenditure				
Forestry	133,639	133,879	60,556	45%
Properties - Commercial	1,444,892	1,048,932	802,499	77%
Karapiro Domain	1,588,373	1,618,943	1,237,589	76%
Housing	1,592,829	1,569,979	1,128,676	72%
Community Properties	852,607	1,124,717	785,865	70%
Non Core Commercial Prop	103,690	156,640	89,921	57%
Property Commercial General	127,485	839,085	448,336	53%
Landfills	56,770	264,650	138,354	52%
Cambridge Gym	32,974	32,974	24,813	75%
Karapiro Reserve Development	6,400	6,400	4,806	75%
Cambridge Velodrome	22,828	22,828	17,181	75%
Halls	481,751	539,821	297,809	55%
Council Occupied Buildings	1,742,968	1,793,912	1,330,972	74%
	8,187,206	9,152,760	6,367,377	
Capital Expenditure				
Properties - Commercial	335,200	133,037	8,293	6%
Karapiro Domain	61,200	136,416	44,094	32%
Housing	2,108,460	328,370	127,134	39%
Community Properties	-	209,000	70,500	34%
Karapiro Reserve Development	40,800	57,500	39,788	69%
Halls	200,000	200,000	144,286	72%
Council Occupied Buildings	1,115,990	170,390	7,536	4%
	3,861,650	1,234,713	441,631	

INCOME

Income is slightly ahead of the relevant percentage of forecast with \$2,349,323 or 79% of forecast income realised at 31 March.

Both the Karapiro Domain and Housing are ahead of budget at 31 March. For the Karapiro Domain we are not anticipating any additional revenue for the balance of the year due to the Covid-19 pandemic. Revenue for Housing will be ahead of the current forecast due to lower vacancies across the portfolio.

The Karapiro reserve development has only achieved \$31,304 or 21% of its forecast income. Further income is unlikely to be received this year as the budgeted final year of the Mighty River Domain sponsorship funds (\$58,140) were invoiced in advance and recognised in the 18/19 financial year. Additionally, further sponsorship funding for the Perry Community Water Sports Centre (\$50,000) is unlikely to be received this year as a result of the impact of the Covid-19 pandemic on our sponsors.

We expect the Covid-19 pandemic will affect some of our commercial tenants and this will result in reduced revenue.

Overall we expect our revenue will be down on the current forecast by \$114,000, however this will be more than offset by savings in operating expenditure.

OPERATING EXPENDITURE

Overall expenditure is generally behind the relevant percentage of forecast with \$6,367,377 or 70% of forecast expenditure incurred at 31 March.

We currently expect expenditure to be down on the current forecast as a result of the impacts of the Covid-19 pandemic which has resulted in savings in operational costs related to Cleaning, Electricity, Contract Management and Consultancy and the deferral of some maintenance tasks and projects which were planned but cannot be undertaken in the lock down.

Overall we expect that our expenditure will be down on the current forecast by \$600,000.

CAPITAL EXPENDITURE

Year to date capital spend is \$441,631 or 36% of forecast.

There have been significant adjustments to the original budget as a result of delays to the land use consent process for the Vaile Court pensioner housing development. While this has been submitted, construction is now not planned until the 20/21 year. In addition, the planned upgrade to the 101 Bank Street building has been delayed while we consider the potential requirement to address structural issues with the building.

We currently have a number of projects in progress and in the scoping and design phases including:

- The land use consent application has being submitted for new pensioner housing units at Vaile Court
- Planning for a carpark upgrade at the Gaslight Theatre is currently underway.
- The upgrade of the Te Awamutu Band Rotunda has been designed and is planned to commence May/June this year.

4 ACTIVITY DEVELOPMENTS AND UPDATES

CAMBRIDGE

Cambridge Museum

The Cambridge Museum has been confirmed as earthquake prone at 25% NBS via a detailed engineering evaluation. The engineering report of GDC Consultants identified the critical structural weakness as the lack of effective fixing of the tops of the unreinforced masonry walls including the gable wall on the front of the building to the roof diaphragm. The report states that these walls have a high risk of collapsing in a moderate or severe earthquake.

GDC Consultants have undertaken a concept design for the seismic retrofitting of the Cambridge Museum to strengthen the building to 34% NBS and above 67% and have prepared a budget estimate for the proposed upgrade works as follows:

	Construction Estimate	Detailed Design	Sub Total	Contingency	Total
Upgrade to 67%	\$242,765	\$24,277	\$267,042	\$106,817	\$373,858
Upgrade to 34%	\$201,654	\$20,165	\$221,819	\$80,662	\$302,481

The seismic upgrade works have been incorporated into a Long Term Plan business case recommending we upgrade to 67% NBS.

Cambridge Town Hall

As a precursor to considering potential significant upgrades to the Cambridge Town Hall, GDC Consultants were commissioned to undertake a detailed engineering evaluation of the facility. The report confirmed its seismic strength at 20% NBS. Their report identified the critical structural weakness as the lack of effective fixings of the parapet to the roof diaphragm. The report stated that the parapet had a high risk of collapsing in a moderate or severe earthquake.

Works to secure the parapet to the roof diaphragm was undertaken in February 2020. GDC have confirmed that the building now has a Seismic rating of 40% NBS.

In January 2020 work was also completed to secure the battens to the ceiling joists in the Main Hall ceiling which had come adrift.

Karapiro Domain Accommodation

Council is considering an expansion of the current accommodation available to further support the various activities which occur at Mighty River Domain and has engaged Horwath HTL Limited to undertake the following:

- the potential market opportunity/need for new accommodation
- the potential demand for different styles of accommodation, including advantages/disadvantages of different options

- potential demand and revenue for an agreed standard and scale of new accommodation, accounting for various factors which may impact on total demand (e.g. seasonality of demand)
- a forecast of indicative operating revenue, costs, and profit for the agreed standard and scale of new accommodation
- general issues and opportunities regarding development, funding, ownership, and management options for new accommodation (including potential synergies with existing facilities).

The report is due for completion late May 2020 and the information provided will feed into a business case to be considered for the 2021/31 LTP if such a facility is warranted.

Taylor St/Vogel St/King St Development

The property has been sold with payment of the 10% deposit and an additional 40% paid in late October 2018. Final settlement is anticipated by the end of April 2020.

C1 & C2/3 Growth Cells

Staff are in negotiations with various land owners for requirements of infrastructure as per the structure plan for these growth cells. Negotiations will be ongoing to secure land for stormwater swales and pipes as well as a stormwater pond and for the required roads to service the growth cell. This includes two separate roads crossing the Cambridge Town Belt which is a Crown owned, Council managed reserve. Staff are currently discussing the Town Belt crossings with Waikato Tainui.

Roundabout into APL land Hautapu

Negotiations have been completed with KiwiRail in relation to the licence agreement over KiwiRail land on Victoria Road to enable the roundabout to be constructed across the KiwiRail reserve to enable access to the APL site.

KARAPIRO / MAUNGATAUTARI

Hicks Road, Maungatautari

Staff are currently working with landowners for the Hicks Road access to the northern enclosure of the Maungatautari Ecological Island. Work is now underway to register the required easements through the Maori Land Court.

Lake View Drive Stormwater Project

Staff are in negotiations with a private landowner whose land has been affected by stormwater runoff. The project is to replace a temporary stormwater pipe through the land which will require an easement and agreement for entry/construction.

TE AWAMUTU / KIHIKIHI

Te Awamutu to Pirongia Cycleway

KiwiRail has approved the design of the cycleway from Te Awamutu to Lake Ngaroto. Negotiations are ongoing with KiwiRail regarding the property agreement.

Staff are continuing to negotiate with affected private landowners to acquire land by way of easement where the path crosses onto private land. Staff are also in discussion with landowners for access for construction of this section of the pathway.

PIRONGIA

341 Franklin Street

While approval has been obtained to dispose of this house, it has been brought to our attention that there are potential heritage issues that need to be investigated prior to the removal or demolition of this house.

DISTRICT WIDE

Long Term Plan (LTP)

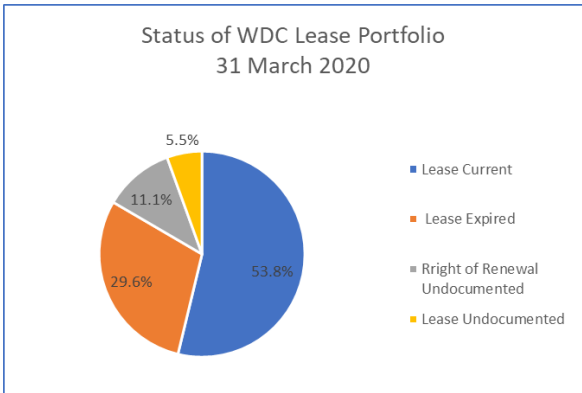
Work has continued with the completion of business cases in support of the Property Groups’ proposed LTP projects.

Contracts Database and Lease Management Data Cleansing

In July 2019 Council commenced implementation of a new contracts database, with the first phase to transition all of our lease information.

During the 31 March quarter the team has continuing with its comprehensive review of the lease information with regards to data accuracy, expired leases, rent reviews, etc, in order to validate and correct the information held and source existing lease agreements where available. As at 31 March we had identified 199 active leases with all 199 now logged on the Contracts System.

Many of our leases have expired and the new agreements will require council approval over the coming months, as evident in the pie chart below:



Activity Management Plan

Work has commenced on Finalising the Property Services Group Activity Management Plan incorporating the feedback from the Tonkin and Taylor Review.

Pensioner Housing

A number of initiatives are currently underway within the pensioner housing portfolio including:

1. Expansion of Council's pensioner housing portfolio as previously proposed:
 - a. Concept designs have been completed for ten new units at Vaile Court, Leamington and Quantity Surveyor cost estimates obtained. Engineering assessments have also been obtained and we have submitted an application for a land use consent.
 - b. High level development concept plans have been drawn up for the property purchased at 1262 Cambridge Road, Te Awamutu. Development of this property will require a District Plan change, as the land is currently zoned rural, and this is underway through the structure plan/zone change for T11.
2. A complete refurbishment and modernisation of a unit at Wallace Court was completed in February. The aim of the project was to ensure that Council continues to improve the quality of its pensioner housing estate.

Building Matters

The rear of the Ohaupo Memorial Hall, the band rotunda in Victoria Park, Te Awamutu and the area surrounding the Cambridge Water Tower have been closed to the public in response to the findings of building reports.

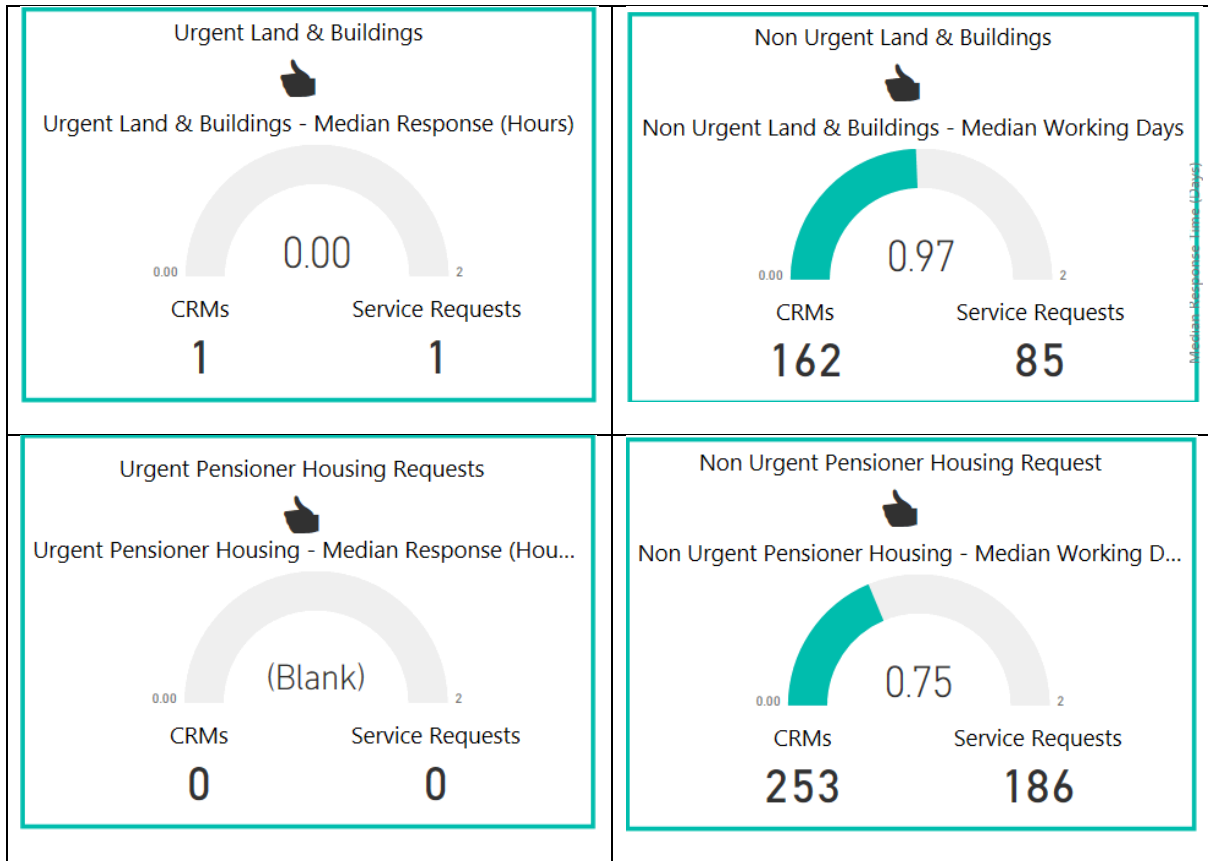
Works for the remediation of the Victoria Park Band Rotunda have been tendered with the lowest price being \$130,000. Works are due to commence May/June 2020.

A detailed seismic assessment will be undertaken on the Ohaupo Memorial Hall in order to confirm the seismic status of the building which has had the rear of the building assessed at 8% NBS.

A condition assessment on the Cambridge Water Tower has identified there is potential for corroded metalwork to fall from the tower. Options are currently being considered for the removal/remediation of the corroded metalwork. The tower has been fenced off in the interim.

5 LEVELS OF SERVICE AND PERFORMANCE MEASURES

Levels of Service (LOS) identify the output from Property Services that the customer can expect to receive. The current LOS for the Property Services team are measured for Land and Buildings and Pensioner Housing, as shown in the chart below. In all cases the targets are being met.



6 DOCUMENTS EXECUTED UNDER DELEGATION

The data for the documents that have been executed under general delegation, and without the specific authority of a Council or Committee resolution, were unable to be retrieved for the period of this report.

7 QUARTER 4, 2019/20 – KEY PRIORITIES

Some of the key priorities that Property Services staff are focusing on in the current quarter are:

- Undertake a comprehensive review of the Groups' 2019/20 and 2020/21 budgets.
- Commence the upgrade works to the Te Awamutu Band Rotunda.
- Reseal the Gaslight Theatre Carpark.
- Obtain consents for and removal of the corroded Cambridge Water Tower metalwork.
- Obtain Land Use Consent for the extension to Vaile Court and commence detailed design.
- Completing work on the Property Activity Management Plan (AMP), incorporating feedback from the Tonkin Taylor review.
- Continue to operationalise the new contracts database and continue with the comprehensive review of the leased portfolio with regard to renewing expired leases and documenting those subject to rights of renewal.

- Finalise the acquisition of land for various projects, including the Cambridge to Te Awamutu water supply, Waikeria sewer pipe and cycleways.
- Commence planning for the demolition and removal of end of life residential houses on Franklin Street, Pirongia and Vogel Street, Cambridge.



John Miles
MANAGER PROPERTY SERVICES



Approved by Ken Morris
DEPUTY CHIEF EXECUTIVE / GROUP MANAGER BUSINESS SUPPORT

TE AWAMUTU COMMUNITY BOARD REPORT



To: The Chairperson and Members of the Te Awamutu Community Board
From: Sarah Davies
Subject: **TREASURY REPORT – TE AWAMUTU COMMUNITY BOARD**
Meeting Date: 14 July 2020

1 BACKGROUND

The report details the funds available to the Te Awamutu Community Board for the allocation of discretionary grants.

2 RECOMMENDATION

That the 'Treasury Report – Te Awamutu Community Board' of Sarah Davies, Manager Finance for the period ended 31 May 2020 be received.

3 COMMENT

3.1 Discretionary Grants – funds of \$9,800.00 have been committed from the prior year, with no expenditure to date. Funds of \$51,870.66 have been committed from the current year, with \$47,870.66 having been paid to date.

There is a balance of \$14,556.87 in uncommitted funds.

Sarah Davies
MANAGER FINANCE

**TE AWAMUTU COMMUNITY BOARD
DISCRETIONARY GRANTS**

Balance as at 1 July 2019	26,627.53	
2019/20 Allocation from Council	49,600.00	
		76,227.53
Revenue		-
		-
Less Committed Projects	61,670.66	61,670.66
Uncommitted funds		<u>14,556.87</u>
 Summary of Uncommitted Funds		
Annual Grants		<u>14,556.87</u>
		<u>14,556.87</u>

TE AWAMUTU COMMUNITY BOARD

Summary of Committed Funds

	Committed	Expenditure	Balance
Current Year Commitments			
Commitments 2019/20	51,870.66	47,870.66	4,000.00
Current Year Commitments Total	51,870.66	47,870.66	4,000.00

Prior Year Commitments

	Committed	Expenditure	Balance
Prior Year Commitments	9,800.00	-	9,800.00
Prior Year Commitments Total	9,800.00	-	9,800.00

Total Commitments

61,670.66	47,870.66	13,800.00
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Commitments 2019/20

	Resolution No	Committed	Expenditure	Balance
Discretionary Grants	6/19/101	36,225.00	33,225.00	3,000.00
TA Stroke & Elderly Support	6/19/111 - Sep 19	400.00	400.00	-
NZ Council of Victim Support Group	6/19/113 - Sep 19	2,000.00	2,000.00	-
Go-Fit - That's Us	6/19/115 - Sep 19	745.66	745.66	-
TA Combined Churches Food Bank	6/19/124 - Oct 19	2,000.00	2,000.00	-
TA Brass Band	6/19/128 - Oct 19	500.00	500.00	-
Kihikihi Presbyterian Village Trust	6/19/137 - Dec 19	1,000.00	1,000.00	-
Kihikihi Police House & Temple Cottage	6/19/138 - Dec 19	1,000.00	1,000.00	-
Rosebank Art Centre Charitable Trust	6/19/139 - Dec 19	2,000.00	2,000.00	-
St Andrews Presbyterian Church TA	6/19/140 - Dec 19	5,000.00	5,000.00	-
Geoscience Society of NZ	6/20/27 - May 20	1,000.00	-	1,000.00
Total		51,870.66	47,870.66	4,000.00

Prior Year Commitments

	Resolution No	Committed	Expenditure	Balance
Rangiaowhia Historic Trust	6/16/10 - Feb 16	7,300.00	-	7,300.00
Project Battery	6/19/26 - Mar 19	2,500.00	-	2,500.00
Total		9,800.00	-	9,800.00

TE AWAMUTU COMMUNITY BOARD REPORT



To: The Chairperson and Members of the Te Awamutu Community Board
From: Governance
Subject: Inwards Correspondence
Meeting Date: 14 July 2020

1 SUMMARY

The correspondence in response to the Te Awamutu Community Board's 2020/21 Annual Plan submission is included in the agenda.

2 RECOMMENDATION

That the Te Awamutu Community Board receive the letter 'Waipa District Council Annual Plan 2020/21' (Document number 10426457), of Graham Pollard, Strategic Projects Driver.

3 July 2020

10426457

Digitally Delivered

Ange Holt
Chair, Te Awamutu Community Board
angela.holt@waipadc.govt.nz

Dear Ange,

Waipa District Council Annual Plan 2020/21

Thank you for reading our consultation draft Annual Plan 2020/21 and for making a submission. Council has now had the opportunity to consider your comments as it has redeveloped and now adopted the Annual Plan.

2020/21 will be one of the most challenging years our district has ever faced. Experts say the COVID-19 global pandemic will have the most significant impact on community wellbeing this century. Council immediately responded to the situation by reworking all operational expenditure, capital expenditure and revenue, reducing the proposed rates increase to 2.4%.

We looked diligently to find ways to provide some short-term rates relief, whilst balancing that with activities to aid economic recovery for the district including maintaining essential infrastructure, delivering core services and enabling support for the local economy.

You made a number of specific points in your submission, and Council responds accordingly:

- *The Board supports any decision made by Council to reduce nonessential expenditure where possible – as long as these short term measures do not create cumulative significant adverse impacts in the future; we also recommend that community projects that have been identified in this plan, such as the Cambridge pool, only be delayed if absolutely necessary - It is usual for Council to have a balance between infrastructure maintenance and development, especially in areas of high growth. In light of the COVID-19 pandemic Council's response is to redress that balance towards maintaining the essential existing infrastructure; infrastructure growth projects will continue as these are expected to help re-grow the local economy, and many require completion or cannot be stopped for contractual reasons or because they are fulfilling statutory obligations.*

Council appreciates the Community Board's support for the budget revisions and decisions that have had to be made in response to the effects of the COVID-19 pandemic.

- *George Street Car Park: the Te Awamutu Community Board recommends that these minor improvements proceed to make the car park a safe place to use for pedestrians as well as motorists, with future upgrades to remain in the Long Term Plan* - This project has commenced in 2019/20. However, the removal of certain identified trees, street light relocation and pavement repairs were programmed for late April/ early May, but the current COVID-19 circumstances, this has needed to be reviewed for implementation at a later date. Council further advises the Community Board that the George Street Car Park improvements are desirable but not essential and further new pedestrian paved areas will be progressed as far as Annual Plan budgets allow.
- *Te Awamutu Community Board recommends that the footpath upgrade programme continues to ensure good quality footpaths throughout the district, but in particular in the more established streets of Te Awamutu and Kihikihi that have not been maintained or repaired for some time* - Council thanks the Community Board for its opinion that the footpath upgrade programme delivers good quality footpaths. The Annual Plan includes budgets for further footpath renewals, maintenance and limited new path works and staff will be able to confirm the programme of works now the Annual Plan is finalised. Renewals and maintenance priorities are based on footpath condition and use and whether all essential repairs can be completed within assigned budgets.
- *Te Awamutu Community Board recommends progressing with limited time parking in the CBD to reflect the nature of the immediate area demographic* - Council carried out a parking survey in November 2019. The results of this survey and the staff recommendations on any changes to parking time limits will be made available to elected members and then stakeholders in coming months, but the progress of this work has been affected by the impacts of COVID-19. The position of loading zones to date has not been specifically covered by this work. The previous strategy was to have loading zones located in side streets close to the main street on the basis that high value parks in the main street were kept free for shoppers; it also allowed the bigger delivery vans or small trucks to park as these larger vehicles do not fit in to spaces on the main street.

- *Te Awamutu Community Board recommends restricted parking for disabled, bus stops and taxi stands requires review and changes made* - The allocation of special parking spaces will be covered by the parking review completed in November 2019.
- *Te Awamutu Community Board recommends alternative parking for business staff. Often staff use the main street for all day parking while they are at work. There is no regard for the time restrictions placed on the car parks and having these car parks freed up would ease parking congestion* - Council's understanding of the extent of this issue and finding solutions is integral to the work of the parking review completed in November 2019. Council is confident that this issue will be addressed, and welcomes the Community Board's views.
- *Undeveloped area in Churchill Street: this area could be developed into a long-term car park for business staff as well as further parking for the Events Centre, playground and the future Te Ara Wai centre. The public toilet and café infrastructure is already in place in this area to also develop a transport centre for the school bus run, visiting groups using coaches as well as service Inter City coaches and Waikato Regional buses* - Council thanks the Community Board for its suggestions which will be considered as Council proceeds with the TA Hub projects. Various alternatives are being considered for this site as part of the Te Awamutu Hub redevelopment. This is the former site of the Te Awamutu stock yards which may have an impact on how the area is used in future. A transportation hub or additional car parking are other alternatives that can be included in Council's investigation of the various options.
- *Te Awamutu Community Board recommends that use of bollards or strategic planting on council parks and reserves to prevent vehicles using them for parking; Selwyn Park is an example of drivers using the park as a car park* - Council endeavours to limit the installation of infrastructure on the open space network, due to ongoing maintenance costs. Bollards are mainly considered when regular damage to a reserve is occurring or there is a risk to public safety. Strategic planting may also be used when appropriate and in fitting with the intent of the reserves.

Staff will consider taking an educational approach in the first instance when made aware of issues relating to vehicles on parks. A business case for the further development of Selwyn Park aligning with TA Hub works has been developed for consideration in the 2021-2031 Long

Term Plan process. If the business case is successful, mana whenua and other members of the community will have an opportunity to provide feedback into the design of the park.

- *The Te Awamutu Community Board acknowledges that time will be needed to be set aside to aid the economic recovery of the Waipa district following Covid-19. Once recovery is improving, the Board recommends that Council consider bringing forward the improvement of the Te Awamutu town entrances. These are important as they can affect community pride as well as being visitors first (and lasting) impression of the town - Council's LTP 2018-2028 includes approximately \$1.5 million for improvements to landscaping, signage and entrance features for the Te Awamutu town entrances. These have been scheduled for later in the 10-year budget cycle, but the timing could be reviewed as part of developing the LTP 2021-2031. However, post COVID-19 in particular, it is understood that there will be pressure on the capital budget and revenue and that this project should be considered a non-essential project. Council does, however, note your recommendation.*

We also made some other changes to our original plans in response to the 42 submissions received. It is important for us to hear your views to be able to make improvements, so a sincere thank you again for taking the time to make a submission.

In 2021, Council will be consulting on a new Long Term Plan for 2021-2031. We hope you will take that opportunity to see and comment on Council's long term intentions for Waipa.

Yours sincerely,



Graham Pollard

STRATEGIC PROJECTS DRIVER

TE AWAMUTU COMMUNITY BOARD REPORT



To: The Chairperson and Members of the Te Awamutu Community Board
From: Governance
Subject: **Board Members Report from Meetings Attended on Behalf of the Te Awamutu Community Board**
Meeting Date: 14 July 2020

Board members who have attended meetings on behalf of the Te Awamutu Community Board may give feedback to the Board. (Discussion item only, resolutions not appropriate.)

TE AWAMUTU COMMUNITY BOARD REPORT



To: The Chairperson and Members of the Te Awamutu Community Board
From: Governance
Subject: **Next Meeting**
Meeting Date: 14 July 2020

The next Cambridge Community Board meeting is to be held at 6.00pm on Tuesday, 11 August 2020.