



Time: 1.00pm
Date: Tuesday 16 June 2020
Venue: Council Chambers, Waipa District Council, 101 Bank Street
Te Awamutu

INDEX

Agenda – 16 June 2020

Confirmation of Minutes – 19 May 2020

Financial Report for the Period Ended 31 May 2020

27-19-18 Cambridge Wastewater Treatment Plant Desludging Contract – Increase to Approved Contract Sum

Lease of Former Leamington Bowls Club Building

Resolution to Exclude the Public



AGENDA ITEMS

1 MEMBERS

Chairperson

AW Brown

Members

His Worship the Mayor JB Mylchreest, EM Andree-Wiltens, EM Barnes, LE Brown, PTJ Coles, RDB Gordon, ML Gower, SC O'Regan, MJ Pettit, EM Stolwyk, CS St Pierre, BS Thomas, GRP Webber

2 APOLOGIES

3 DISCLOSURE OF MEMBERS' INTERESTS

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

4 LATE ITEMS

Te Awa Cycleway (Avantidrome to Hamilton) Funding

In accordance with section 46A(7) of the Local Government Official Information and Meetings Act 1987 and Standing Order 9.12, a procedural resolution is required before a major item that is not on the agenda for the meeting may be dealt with.

In accordance with section 46A(7)(b)(i) the reason why the item was not on the agenda is because the information in relation to costings of this project became available after the agenda had been distributed.

In accordance with section 46A(7)(b)(ii) the reason why discussion of this item cannot be delayed until a subsequent meeting is because the matter needs to be considered



with urgency as part of Council's COVID-19 recovery response. This project is part of the 'shovel ready projects' funding process which need to be ready to proceed if it progresses to the next stage to ensure that we remain eligible for this funding, this is likely to require NZTA approval and this application must be lodged with NZTA before the next Council or Committee meeting. Even if unsuccessful in the 'shovel ready projects' funding the project would still require NZTA approval and would need to be lodged in the same timeframe.

Recommendation

*That the Finance & Corporate Committee **CONSIDERS** the report titled 'Te Awa Cycleway (Avantidrome to Hamilton) Funding' as a major item not on the agenda, pursuant to Section 46A(7)(a) of the Local Government Official Information and Meetings Act 1987, to enable a timely decision to be made.*

5 CONFIRMATION OF ORDER OF MEETING

Recommendation

That the order of the meeting be confirmed.

REPORTS

Reports will follow this agenda in sequential order.



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

From: Governance

Subject: **CONFIRMATION OF MINUTES**

Meeting Date: 16 June 2020

1 EXECUTIVE SUMMARY

To confirm the open minutes of the Finance and Corporate Committee meeting held on Tuesday 19 May 2020.

2 RECOMMENDATION

That the open minutes of the Finance and Corporate Committee meeting held on 19 May 2020, having been circulated, be taken as read and confirmed as a true and correct record of that meeting.

3 ATTACHMENTS

Finance and Corporate Committee Open Minutes – 19 May 2020



Time: 1.00pm
Date: Tuesday 19 May 2020
Venue: Audio Visual Meeting

1 PRESENT

Chairperson

AW Brown

Members

His Worship the Mayor JB Mylchreest, EM Andree-Wiltens, EM Barnes, LE Brown, PTJ Coles, RDB Gordon, ML Gower, SC O'Regan, MJ Pettit [from 1.05pm], EM Stolwyk, CS St Pierre, BS Thomas, GRP Webber

2 APOLOGIES

There were no apologies.

3 DISCLOSURE OF MEMBERS' INTERESTS

There were no new disclosures.

4 LATE ITEMS

There were no late items.

5 CONFIRMATION OF ORDER OF MEETING

RESOLVED

03/20/15

That the order of the meeting be confirmed.

Cr O'Regan/ Cr Gower



6 MINUTES OF PREVIOUS MEETING

RESOLVED

03/20/16

That the open and public excluded minutes of the Finance and Corporate Committee meeting held on 21 April 2020, having been circulated, be taken as read and confirmed as a true and correct record.

Cr Gower/ Cr L Brown

7 QUARTERLY PROPERTY SERVICES REPORT

The purpose of the report presented by Manager Property Services John Miles, was to provide information on the activities of the Property Services Team for the 1 January to 31 March 2020 quarter.

It was advised that a quarter of the Edwardian roof in the Cambridge Town Hall collapsed following a storm during lockdown. Work had started on the day of the meeting to replace the damaged roof. The gutters were cleaned to remove leaves and debris and more regular cleaning was signalled as being required in Autumn. In response to leaking in the Victoria room, Mr Miles advised that the whole roof may need to be replaced and is needed to be assessed. Other issues may be discovered once the roof is removed during repairs.

The Vaile Court pensioner complex site has had the landuse consent approved and could now move into the design stage and out to tender. It was suggested that giving weighting to local building operators would be desirable given the current economic climate.

Work on the Gaslight theatre sealed carpark has begun and is expected to be completed within a week of the meeting.

In response to progress with the earthquake proofing of the Cambridge Water Tower, it was advised that Council were aware of the mechanisms used for dealing with the Auckland Victoria Park Water tower and have taken these findings into consideration.

**RESOLVED**

03/20/17

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

Cr Gordon/ Cr Thomas

8 RESOLUTION TO EXCLUDE THE PUBLIC

(Section 48, Local Government Official Information and Meetings Act 1987)

RESOLVED

03/20/18

THAT the public be excluded from the following parts of the proceedings of this meeting.

The general subject of the matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
1. <i>Maungatautari Ecological Island Trust Quarterly Report</i>	<i>Good reason to withhold exists under section 7 Local Government Official Information and Meetings Act 1987</i>	<i>Section 48(1)(a)</i>

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, are as follows:



Item No.	Section	Interest
1.	Section 7(2)(b)	<i>To protect information which if public would; i. disclose a trade secret; or ii. unreasonably prejudice the commercial position of the person who supplied or who is the subject of the information</i>

Mayor Mylchreest / Cr O'Regan

There being no further business the meeting closed at 1.42pm.

CONFIRMED AS A TRUE AND CORRECT RECORD

CHAIRPERSON: _____

DATE: _____



INFORMATION ONLY

To: His Worship the Mayor and Councillors
From: Nada Milne, Financial Accountant
Subject: **Financial Report for the Period Ended 31 May 2020**
Meeting Date: 16 June 2020

1 EXECUTIVE SUMMARY

The financial position for the period ended 31 May 2020 is detailed in Section 3 and the attached report.

2 RECOMMENDATION

That the information contained in the 'Financial Report for the Period Ended 31 May 2020' (document number 10411203), of Nada Milne, Financial Accountant, be received.

3 STAFF COMMENTS

FINANCIAL RESULTS FOR MAY

Total income is currently at 89 per cent of forecast. Operating expenditure is at 90 per cent of full year forecast.

Vested Assets of \$11.9 million have been recognised to date, which is 92 per cent of the forecast. These assets are mainly from the Transland, Roto O Rangi Road, Titanium Park (Ossie James Ext), Chatsfield Development, Aotearoa Park, Kotare Stage 3 and Bond Road Industrial Park subdivisions.

Discovered Assets of \$402,000 have been recognised to date. These assets are mainly from stormwater and wastewater database reconciliations, CCTV work and an underpass on Jary Road.

Development and reserve contributions of \$4.9 million have been received to date which is 79 percent of forecast.

Subsidies and Grants are at 72 per cent of forecast due to delayed timing of the roading capital works at the Hanlin Road Intersection and subsequently the NZTA subsidy.

STATEMENT OF COST OF SERVICES

The Cost of Service Statement shows the breakdown of revenue for each significant activity and the breakdown of expenditure for each activity.

The table below summarises the operating revenue and expenditure for each significant activity:

Significant Activity	Operating Revenue			Operating Expenditure		
	Actuals	Forecast	Forecast %	Actuals	Forecast	Forecast %
Year to Date	'000	'000		'000	'000	
Governance	113	108	105%	7,324	9,036	81%
Planning & Regulatory	5,448	5,679	96%	7,397	8,297	89%
Community Services & Facilities	4,017	4,113	98%	20,692	23,658	87%
Roads & Footpaths	8,825	12,382	71%	20,706	21,344	97%
Stormwater	27	22	123%	3,293	3,763	88%
Wastewater Treatment & Disposal	643	743	87%	10,533	11,452	92%
Water Treatment & Supply	10,194	11,092	92%	11,174	12,462	90%
Support Services	12,801	13,973	92%	12,934	14,748	88%

Overall the gross revenue from Significant Activities is at 87 per cent of forecast.

Overall the gross expenditure from Significant Activities is 90 per cent of forecast. All of the activity expenditure results are generally just below or above the anticipated 92 per cent of forecast with larger variances in Waste Management, Stormwater and Roads & Footpaths due to timing of expenditure.

CAPITAL EXPENDITURE

Capital expenditure to date is \$84 million which is 79 per cent of forecast.

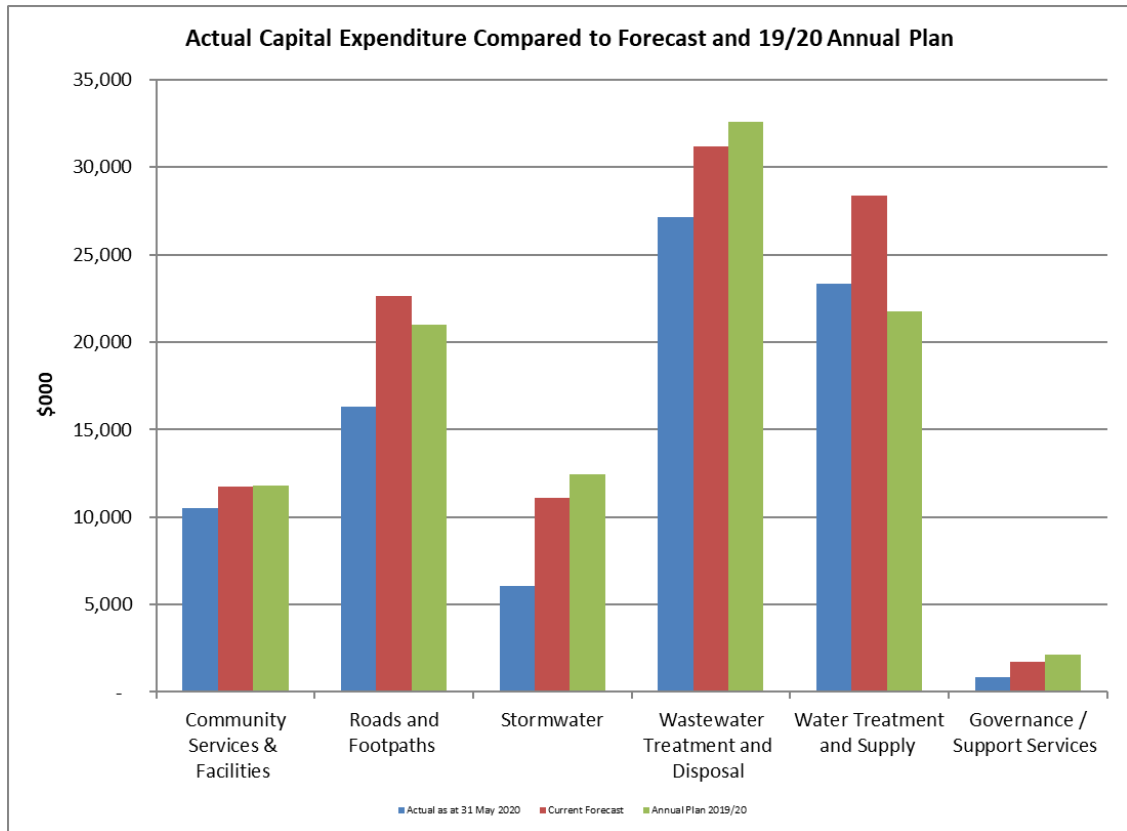
A total of \$16.9 million was carried forward from the 2018/19 year to the current year to complete the 2019/20 contracts. Other capital adjustments totalling (\$37.7 million) were included in previous financial reports.

The following major capital budgets have changed this month:

- Decrease of \$80,000 in budget for Playground Equipment & Safety Surfaces – this has been offset by Organisational Expenditure - Asset Control.

- Increase of \$47,000 in budget for Wastewater Pump Station Renewals – this budget was brought forward from the 20/21 year due to timing of development.

The capital expenditure forecast now totals \$107 million. The graph below summarises the capital expenditure for each significant activity.



BUDGET CHANGES REQUIRING APPROVAL

There are no budget changes requiring approval this month.

ARBITRAGE ARRANGEMENTS

There have been no arbitrage arrangements undertaken this month.

RATES STATUS

Rates of \$62.1 million (GST inclusive) have been set for the year. The attached report summarises the position in relation to the collection of rates.

The amount outstanding from prior years is \$59,000. There is a balance outstanding of \$982,000 for the current year, after the billing of the final instalment which is due for payment on the 21 May.

WATER RATES STATUS

Water invoices of \$10.9 million (GST inclusive) have been charged for the year. The attached report summarises the position in relation to the collection of water rates.

There is a balance outstanding of \$910,000.

RATES REBATES 31 MAY

	Number Received	Number Approved	Amount Credited to Rate Accounts
2020	1,124	990	\$588,019
2019	1,162	1,075	\$642,793



Nada Milne
FINANCIAL ACCOUNTANT



Reviewed by Sarah Davies
MANAGER FINANCE



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

**STATEMENT OF COMPREHENSIVE INCOME
FOR THE PERIOD ENDED 31 May 2020**

	2019/20	2019/20		2019/20	Budget	Budget	Budget	2018/19
		Full Year		Full Year	Variance	Variance	Variance	YTD
	Notes	Actual	Forecast	Budget	from 18/19	Previously	This Period	Last Year
		\$000	\$000	\$000	\$000	\$000	\$000	\$000
OPERATING INCOME								
Rates, excluding targeted water supply rates		48,419	52,519	92%	52,479	-	40	46,310
Fees, charges, and targeted rates for water supply		20,473	22,119	93%	22,372	-	(253)	19,353
Reserve contributions		328	398	82%	578	-	(180)	352
Development contributions		4,526	5,772	78%	11,534	-	(5,762)	4,297
Gain on revaluation of investment properties & forestry		(322)	421	-76%	421	-	-	-
Vested assets		11,903	13,000	92%	12,504	-	496	13,188
Discovered assets		402	402	100%	-	-	402	16,464
Dividends		51	52	98%	40	-	12	44
Finance income		848	848	100%	190	-	657	980
Subsidies and Grants		8,397	11,657	72%	8,461	-	3,196	6,656
Other revenue		373	428	87%	403	-	25	2,441
Total Operating Income		95,398	107,616	89%	108,982	-	(1,367)	110,085
OPERATING EXPENDITURE								
Employee benefit expenses		22,210	24,292	91%	24,754	-	(462)	19,447
Depreciation & amortisation		23,043	23,708	97%	23,724	-	(16)	20,767
Other expenses		33,550	39,897	84%	36,646	3,358	(182)	36,395
Finance costs		1,224	1,358	90%	1,552	-	(194)	1,060
Total Operating Expenditure		80,027	89,255	90%	86,676	3,358	(854)	77,669
OPERATING SURPLUS		15,371	18,361	84%	22,306	(3,358)	(513)	32,416
Other Comprehensive Income recognised directly in Equity								
Property Plant and Equipment								
Revaluation gains/(losses) taken to equity		180	47,234	0%	47,234	-	-	1,205
Cash flow hedges		-	219	0%	219	-	-	-
Total Other Comprehensive Income for the year		180	47,453	0%	47,453	-	-	1,205
Total Comprehensive Income for the year		15,551	65,814	24%	69,759	(3,358)	(513)	33,621

* Any Operating surpluses generally come from non-cash items. Council budgets for a general funds cash breakeven position.

1. Fees and charges revenue has been forecast \$253,000 lower than budget. This is mainly due to an increase in revenue forecast for Resource Management Consents of \$153,000, increase in RATA cost recovery for new water service \$78,000, increase in cemetery charges and burials \$102,000, increase in Pensioner Housing Rent of \$102,000, an increase in Paper Road sales of \$83,000 due to the delayed sales, a decrease in the number of complex water connections completed of \$393,000, a decrease in building fees and revenue of \$272,000 due to Covid-19 shutdown, decrease of on-charge costs including electricity for the district pools of \$88,000, decrease in Commercial rent due to the vacant property on Tirau Road \$38,000, decrease in district libraries revenue and subscriptions of \$25,000 and a decrease in liquor and health licenses due to Covid-19 shutdown of \$20,000.
2. Development and Reserve Contributions is forecast to be \$5.9 million lower than budget based on revised estimates of development timing, including a \$1.3 million delay due to Covid-19.
3. Finance income is forecast to be \$657,000 higher than budget. This is due to additional interest from short term arbitrage arrangements of \$826,000 which has been offset by \$168,000 due to lower than anticipated cash balances and lower interest rates.

4. Subsidies and Grants is forecast to be \$3.2 million higher than budget mainly due to an increase in forecast of NZTA funding of \$4.6 million for Hanlin Road intersection which has been offset by a reduction in NZTA subsidy of \$809,000 due to the reforecasting of subsidised roading work, a reduction of \$250,000 in external funding for Public Conveniences for new toilet blocks, a reduction of \$240,000 for external funding forecast for the Cambridge Pool Development and a reduction in external funding for the Karapiro Reserve of \$108,000 due to cancelled events from Covid-19.
5. Employee Benefit expenses are forecast to be \$462,000 lower than budget, mainly due to the vacant positions due to Covid-19 which have been offset by previous period increases for positions that were funded from increases in revenue.
6. Other expenses are \$3.2 million higher than budget due to:
 - Unspent balances carried forward of \$3.4 million for the de-sludge of Cambridge Sewer Treatment Plant, the Hicks Rd Water Mains Installation, Community Board Grants, Community Arts, Heritage Fund, Parks and Reserves, External Funding Balances, and Structure Plans.
 - An increase in budget of \$52,000 for Mighty River Domain Facility renewals to refurbish bathrooms and an increase in budget of \$29,000 for Karapiro Stream restoration & interpretation flood bank planting.
 - A further increase in other expenses of \$3.1 million previously reported include; increase in budget of \$1.1 million for Desludge Cambridge Sewer Treatment Plant, increase in budget for profit/loss of property sales for Maungatautari Road, Palmer Street and Te Rahu Road Cemetery being deferred to 2020/21 of \$1 million, decrease in budget of \$600,000 which was for Hautapu Industrial wastewater provision due the deferral to 2020/21, increase in budget of \$345,000 for Hicks Road mains installation for pump and bores, increase in budget of \$300,000 for Cambridge Wastewater Treatment Plant stage 1, decrease in budget of \$275,000 for the demolition of the Mahoe Street properties due to the deferral of the work to 2020/21, increase in budget of \$233,000 consultancy, agency staff and internal charging due to vacant positions (offset by employee benefit expenses), increase in budget of \$200,000 for Storm Water Modelling stage 3, increase in budget of 188,000 for TechnologyOne Budget Module implementation, increase in budget \$125,000 for improving the lease database, increase in budget for Council occupied buildings for security services contact of \$78,000, increase in budget of \$44,000 for Pirongia Town Hall which has been held in special funds for completion of the town concept plan, increase in budget of \$40,000 for Te Ara Wai marketing plan, increase in budget of \$36,000 for the closed landfill operating budget, increase in budget of \$15,000 for payment gateway cost increases, increase in budget of \$15,000 for redecoration of Cambridge Town Hall, decrease in budget of \$15,000 for savings in RATA roading costs (offset by additional RATA water costs and increases in revenue), and increase in budget of \$10,000 for Lake Arapuni vehicle removal.
 - A decrease of \$3.4 million this period due to budgets that have been affected by Covid-19 including major decreases for the following budgets: Cambridge Museum Heritage Trust of \$750,000 (delayed into 20/21), Hicks Rd mains allocations of \$521,000, Structure Plans of \$373,000, Cambridge and Te Awamutu District Pool of \$258,000,

Water reticulation maintenance of \$258,000, Water consent applications of \$184,000, Footpath maintenance of \$140,000, Karapiro/Arapuni Lakes programme of \$128,000, Stormwater Modelling of \$120,000, Karapiro Domain of \$108,000, Asset management condition assessments of \$103,000, Water connection materials of \$99,000, Staff training and associated costs of \$96,000, Unified communications (deferral) of \$90,000, Council occupied building maintenance \$83,000, Waste water pipe condition and infiltration study of \$83,000, Town Halls concept plan and maintenance of \$83,000, Demolition and removal of 72 Vogel Street of \$75,000, Ngaroto heritage restoration maintenance of \$70,000, Vehicle expenses of \$67,000, Cemeteries maintenance of \$62,000, Karapiro Stream restoration maintenance of \$51,000, District Plan of \$50,000, Reserves development of \$50,000, Small increases totalling \$550,000. These decreases have been offset by increases in budgets for vacant positions meaning a reduction in internal charging and increasing consultancy and agency staff totalling \$567,000 and recycling costs of \$506,000.

7. Finance costs are forecast to be \$194,000 lower than budget due to reduced interest expense of \$645,000 due to lower debt requirements and lower borrowing rates. This has been offset by additional interest of \$452,000 for short term arbitrage arrangements with this cost being offset by an increase in interest revenue.

**STATEMENT OF COST OF SERVICES
FOR THE PERIOD ENDED 31 May 2020**

	2019/20	2019/20		2019/20	Budget	Budget	Budget	2018/19
		Full Year		Full Year	Variance	Variance	Variance	YTD
	Actual	Forecast	Forecast	Budget	Carryforward	Previously	This Period	Last Year
	\$000	\$000	%	\$000	from 18/19	Reported	\$000	\$000
Revenue								
Governance & Strategic Direction	113	108	105%	108	-	-	-	41
Planning and Regulatory	5,448	5,679	96%	5,675	-	4	-	5,517
Community Services and Facilities	2,886	2,928	99%	2,834	-	94	-	5,222
Pensioner Housing & Own Your Own Housing	1,131	1,185	95%	1,135	-	50	-	1,204
Roads and Footpaths	8,825	12,382	71%	8,511	-	3,872	-	6,676
Stormwater	27	22	123%	17	-	5	-	42
Wastewater Treatment and Disposal	643	743	87%	711	-	32	-	600
Water Treatment and Supply	10,194	11,092	92%	11,455	-	(363)	-	9,123
Support Services	12,801	13,973	92%	13,955	-	-	-	10,943
GROSS REVENUE	42,068	48,112	87%	44,401	-	3,694	-	39,368
Less Internal Charges	(12,730)	(13,816)	92%	(13,887)	-	-	-	(10,886)
NET INCOME	29,338	34,296	86%	30,514	-	3,694	-	28,482
Expenditure								
Council & Committees	2,430	2,689	90%	2,649	-	40	-	2,406
Cambridge Community Board	178	208	86%	201	-	7	-	170
Te Awamutu Community Board	167	183	91%	185	-	(3)	-	167
Elections	166	167	99%	231	-	(64)	-	22
Community Grants	1,149	1,443	80%	1,270	173	-	-	657
Strategic Planning	1,726	2,441	71%	2,130	711	(400)	-	2,132
Community Relationships	1,508	1,905	79%	1,913	-	(7)	-	1,552
Resource Management	2,279	2,668	85%	3,032	-	(364)	-	2,298
Building Control	2,729	2,976	92%	2,757	-	219	-	2,152
Environmental Health	965	1,068	90%	1,106	-	(39)	-	918
Animal Control	677	777	87%	848	-	(71)	-	701
Development Engineering	747	808	92%	719	-	90	-	845
Parks and Reserves	5,946	7,271	82%	7,355	260	(373)	29	5,357
Karapiro Domain	1,410	1,557	91%	1,595	-	(90)	52	1,477
District Museums	1,023	1,321	77%	1,970	84	(815)	-	1,039
District Libraries	1,864	2,034	92%	2,149	-	(115)	-	1,703
District Pool Te Awamutu / Events Centre	1,669	1,742	96%	1,909	-	(167)	-	1,845
District Pool Cambridge	233	315	74%	801	-	(485)	-	208
Halls	348	441	79%	482	-	(41)	-	326
Heritage	353	419	84%	496	57	(53)	-	313
Cemeteries	321	377	85%	370	-	7	-	312
Public Toilets	444	548	81%	643	-	(95)	-	574
Properties	2,754	3,229	85%	2,807	-	422	-	2,625
Pensioner Housing & Own Your Own Housing	1,157	1,335	87%	1,371	-	(29)	(6)	1,238
Forestry	68	131	52%	134	-	(3)	-	67
Rural Fire/Civil Defence	384	330	116%	339	-	(9)	-	251
Waste Management	2,718	2,608	104%	2,023	25	560	-	1,558
Roads & Footpaths	20,706	21,344	97%	21,211	98	35	-	21,876
Stormwater	3,293	3,763	88%	3,922	-	(159)	-	4,737
Wastewater Treatment and Disposal	10,533	11,452	92%	8,366	1,210	1,875	-	7,851
Water Treatment and Supply	11,174	12,462	90%	12,656	660	(855)	-	10,397
Support Services	12,934	14,748	88%	14,460	80	208	-	11,322
GROSS EXPENDITURE	94,053	104,760	90%	102,100	3,358	(774)	75	89,096
Less Internal Charges	(12,730)	(13,886)	92%	(13,887)	-	2	-	(10,886)
Less rates charged to Council properties	(1,093)	(1,103)	99%	(1,103)	-	-	-	(270)
NET EXPENDITURE	80,230	89,771	89%	87,110	3,358	(772)	75	77,940

**STATEMENT OF CAPITAL EXPENDITURE
FOR THE PERIOD ENDING 31 May 2020**

	Full Year			Full Year	Budget	Budget	Budget	YTD
	Actual	Forecast	Forecast	Budget	Variance Carryforward from 18/19	Variance Previously Reported	Variance This Period	Last Year
	\$000	\$000	%	\$000	\$000	\$000	\$000	\$000
Water treatment and supply	23,357	28,402	82%	25,307	7,846	(4,751)	-	11,667
Waste water	27,153	31,193	87%	42,799	1,193	(12,847)	47	13,229
Roads and Footpaths	16,330	22,625	72%	23,581	1,699	(2,656)	-	13,260
Stormwater	6,027	11,092	54%	11,279	3,635	(3,822)	-	7,046
Community Services & Facilities	10,499	11,766	89%	22,177	2,093	(12,429)	(74)	8,450
Governance	9	9	100%	-	-	9	-	94
Support services	842	1,726	49%	2,585	400	(1,258)	-	3,291
Planning & Regulatory	7	21	33%	-	-	21	-	-
	84,224	106,834	79%	127,728	16,866	(37,733)	(27)	57,037
Vested Assets (included above)								
					Carryforward from 18/19	Previously Reported	This Period	
Water treatment and supply	1,841	1,593	116%	1,593	-	-	-	3,070
Waste water	1,666	2,557	65%	2,557	-	-	-	1,779
Roads and Footpaths	5,839	5,408	108%	5,408	-	-	-	5,879
Stormwater	2,557	2,946	87%	2,946	-	-	-	2,460
	11,903	12,504	95%	12,504	-	-	-	13,188
Totals excluding Vested								
					Carryforward from 18/19	Previously Reported	This Period	
Water treatment and supply	21,516	26,809	80%	23,714	7,846	(4,751)	-	8,597
Waste water	25,487	28,636	89%	40,242	1,193	(12,847)	47	11,450
Roads and Footpaths	10,491	17,217	61%	18,173	1,699	(2,656)	-	7,381
Stormwater	3,470	8,146	43%	8,333	3,635	(3,822)	-	4,586
Community Services & Facilities	10,499	11,766	89%	22,177	2,093	(12,429)	(74)	8,450
Governance	9	9	100%	-	-	9	-	94
Support services	842	1,726	49%	2,585	400	(1,258)	-	3,291
Planning & Regulatory	7	21	33%	-	-	21	-	-
	72,321	94,330	77%	115,224	16,866	(37,733)	(27)	43,849

RATES STATUS REPORT			
	Notes	May 2020 \$000	May 2019 \$000
Arrears from prior years			
Opening balance		401	343
Add penalties		10	3
Less receipts	1	(353)	(333)
Total owing from prior years		58	13
Percentage collected		86%	96%
Rates for 2019/20			
Rates instalment	2	62,097	58,329
Add penalties		215	215
Less remissions		(242)	(242)
Less receipts	1	(61,088)	(57,596)
Total owing from current year		982	706
Percentage collected		98%	99%
Summary of rates for the year			
Arrears from prior years		59	13
Rates for 2019/20		982	705
Prepayments for future rating periods	1	(130)	(191)
Instalments not yet due	2	-	-
Total		911	527
Notes:			
1) Receipts have been split across the different rating years			
2) 4 instalments charged			

WATER RATES STATUS REPORT			
	Notes	May 2020 \$000	May 2019 \$000
Water Rates for 2019/20			
Opening Balance		604	0
Total Invoiced	1	10,918	10,192
Add penalties		66	62
Less remissions & adjustments		(113)	(239)
Less receipts		(10,358)	(8,731)
Total owing	2	1,117	1,284
Percentage collected		90%	87%
Summary of rates owing			
Water Rates for 2019/20		1,117	1,284
Prepayments	1	(207)	(56)
Total Owing		910	1,228
Notes:			
1) Number of quarters invoiced are as follows:			
Te Awamutu, Kihikihi, & Pirongia - 3 Quarters Invoiced			
Pukerimu/Ohaupo - 3 Quarters Invoiced			
Cambridge - 3 Quarters Invoiced			
2) Current owing includes \$1,097,260 not yet due			

FINANCE AND CORPORATE COMMITTEE REPORT



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

From: Programme Manager Project Delivery

Subject: **27-19-18 CAMBRIDGE WASTEWATER TREATMENT PLANT
DESLUDING CONTRACT – INCREASE TO APPROVED CONTRACT SUM**

Meeting Date: 16 June 2020

1 EXECUTIVE SUMMARY

The Cambridge Wastewater Treatment Plant Desludging Contract (27-19-18) was awarded to Rob Burrell Ltd in April 2019 to undertake the desludging maintenance of the anaerobic and sludge lagoons at the site. These works have been successfully completed, along with the additional scope that was approved by the Service Delivery Committee in February 2020.

The additional scope was to undertake full cleaning of the sludge lagoons down to a clean sandy base, ready for liner preparation and installation (to be completed by Fulton Hogan under contract 27-19-38). The lagoons were cleaned to this level in mid-March, and once in this state were no longer able to receive sludge. The desludging contract extension also included management of the sludge directly into geobags for up to 60 days whilst Fulton Hogan installed the liner.

Due to the Covid-19 Level 4 restrictions the liner upgrades works under contract 27-19-38 were placed on hold as Fulton Hogan disestablished from site. However, the sludge was still required to be managed on site and removed, hence Contract 27-9-18 was deemed an essential service and continued to operate through Alert Levels 4 and 3. Fulton Hogan returned to site at Alert Level 3 and has estimated that an additional 80 days will now be required to complete the liner works. An increased contract sum is now sought to cover the costs of the additional time required for Rob Burrell Ltd to manage the sludge on site during the Covid-19 Alert response periods, and until Fulton Hogan has completed lining the sludge lagoon.

Staff recommend that the existing contract sum for Contract 27-19-18, Rob Burrell Ltd, is increased by \$448,000 from \$2,846,400 to \$3,294,400, and that this is funded from the 2020/21 Cambridge Wastewater Treatment Plant Upgrade budget PR1436.

2 RECOMMENDATION

That

- a) *The report 27-19-18 Cambridge Wastewater Treatment Plant Desludging – Increase to Approved Contract Sum (10392870), of Marie McIntyre, Programme Manager Project Delivery, be received;*
- b) *The Finance and Corporate Committee approves to increase the contract sum for Contract 27-19-18 Cambridge Wastewater Treatment Plant Desludging from TWO MILLION, EIGHT HUNDRED AND FORTY SIX THOUSAND AND FOUR HUNDRED DOLLARS (\$2,846,400.00) to THREE MILLION, TWO HUNDRED AND NINETY FOUR THOUSAND, FOUR HUNDRED DOLLARS (\$3,294,400.00), excluding GST, inclusive of contingency sum, to be funded from Project Code PR1436;*
- c) *The Chief Executive be given delegated authority to authorise and sign the associated contract documents.*

3 OPTIONS AND ASSESSMENT

Decision making

On 16 April 2019, Council awarded Contract 27-19-18 Cambridge Wastewater Treatment Plant Desludging, to remove the accumulated sludge from the anaerobic sludge pond and dormant eastern sludge lagoon.

The concept design for the Short Term Consent (STC) upgrade then confirmed that both sludge lagoons are required to be upgraded to lined ponds to hold alum sludge created through phosphorus removal. Prior to lining, the lagoons need to be completely emptied and contaminated soils need to be removed as part of the capital works upgrade.

On 18 February 2020, the Service Delivery Committee approved the additional scope associated with the STC upgrade; the works were due to be completed by Rob Burrell Ltd in mid-March. The increased scope also included up to 60 days of additional sludge management on the site, disposing of sludge directly into geobags, bypassing the cleaned sludge lagoons.

Unfortunately the work associated with lining the lagoons which is being carried out under Contract 27-19-38 by Fulton Hogan has been delayed due to the Covid-19 Level 4 shutdown. Fulton Hogan did not gain site access to the lagoons for the lining works until 29 April 2020, when the site was reopened under Covid-19 Level 3. Notwithstanding, throughout Level 4, Rob Burrell Ltd was required to remain on site undertaking sludge management directly into geobags, as an essential service to keep the site operational.

An increased contract sum is now required to cover the additional sludge management required prior to the first liner being installed. Fulton Hogan has estimated a further 80 days will be required to complete this work with a new estimated completion date of 12 August 2020.

As the works are now being completed outside of the construction season, staff have included a 10% contingency within the contract sum increase to allow for possible delays that could result from wet weather.

Contract 27-19-18 was awarded to Rob Burrell Ltd at lowest price conforming following an invited tender procurement process. Utilising the tendered rates within the contract, the expected cost to undertake this additional work is estimated at:

Budget	Portion	Value
Operational PR9145	Original Contract	\$1,400,000
Operational PR9145	Approved variation	\$1,100,000
Capital PR1436	Approved variation	\$346,400
	Current Approved Contract Sum	<i>(\$2,846,400.00)</i>
Capital PR1436	Requested variation	\$448,000
	Total contract value	\$3,294,400

Financial/risk considerations

It is recommended these works continue to be funded from the Cambridge Wastewater Treatment Plant Upgrade budget PR1436, utilising the 2020/21 budget.

Given the current situation, staff recommend continuing the sludge management by the experienced and incumbent contractor, Rob Burrell Ltd, to minimise the risk of spillage to the environment, as the current sludge lagoons are unable to receive sludge until the lining is completed.



Marie McIntyre
PROGRAMME MANAGER – PROJECT DELIVERY



Reviewed by Lorraine Kendrick
MANAGER PROJECT DELIVERY



Approved by Dawn Inglis
GROUP MANAGER SERVICE DELIVERY

SUPPORTING INFORMATION: ASSESSMENT OF PROPOSAL

1 Statutory and policy requirements

Alignment with Asset Management

The Wastewater Treatment and Supply Activity Management Plan 2015-2025 Version .6 states:

7.8 Treatment Plants

Identification of items for renewal and maintenance are based on the remaining life as recorded on the asset register supported by on-site identification by staff familiar with the treatment plant assets.

Appropriate renewal and maintenance of assets will help ensure the treatment plant functions correctly allowing level of service to be maintained and ensuring continuing compliance with the WRC Resource Consents.

Local Government Act 2002

The contract is compliant with the requirements of the LGA as it is focused on delivering quality operational and asset management renewal outcomes that demonstrate appropriate stewardship and value for money for our communities.

Subpart 1 – Purpose of local government

10 Purpose of local government

- (1) The purpose of local government is –
- (a) to enable democratic local decision-making and action by, and on behalf of, communities; and
 - (b) to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.

The Cambridge Wastewater Treatment Plant, as a strategic and vital piece of infrastructure, was last upgraded in 1999 and is significantly non-compliant with the associated discharge consents. There is a need to upgrade the plant to meet compliance standards and also increase the capacity of the plant to accommodate for future growth to align with the Waipa 2050 and Future Proof strategies.

Strategy, Policy or Plan Context

The proposal is not at variance with any separate policy, plan or strategy.

Significant & Engagement Policy

There are no Significance and Engagement Policy implications in this proposal.



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

From: Property Services Team Leader

Subject: **LEASE OF FORMER LEAMINGTON BOWLS CLUB BUILDING**

Meeting Date: 16 June 2020

1 EXECUTIVE SUMMARY

The Leamington Domain (“the Domain”) is home to a variety of different sporting groups and it also provides passive recreational opportunities for the local community. Appendix 1 contains an aerial photograph of the northern portion of the Domain, showing where recreational groups and associated facilities are currently located. The Domain is a recreation reserve classified under the Reserves Act 1977 (‘the Act’), so arrangements associated with the Domain must comply with the requirements of the Act.

The former Leamington Bowls Club building on the Domain has most recently been leased by Council to The Studio Community Health and Fitness (refer Appendix 2 for the lease area). This group gave up their lease at the end of 2019 and the building is currently vacant, ready to be re-tenanted.

An approach has been made by the Greater Waikato Railway Modellers (‘GWRM’) in relation to their possible use of the facility (the group’s proposal is included as Appendix 3). Staff believe that there are community benefits to be derived from the group’s presence on the Domain and that the synergy between GWRM and the model railway group already present on the Domain (the Cambridge Model Engineering Society) identifies them as the preferred lessee. For this reason, no preliminary public advertising process was undertaken, although the requirements of the Act will need to be adhered to in relation to public notification of the proposed community lease. If no objections or submissions are received as a result of this notification, the resolution is shaped to allow this matter to proceed to Council to exercise the ministerial power of consent under the Reserves Act 1977.

2 RECOMMENDATION

That –

- a) *The ‘Lease of Former Leamington Bowls Club Building’ report (document number 10404532) of Bruce Nunns, Property Services Team Leader be received;*
- b) *The Finance and Corporate Committee approve the public notification of Council’s intention to enter into a lease with the Greater Waikato Railway Modellers Incorporated in relation to the former Leamington Bowls Club building on the Leamington Domain recreation reserve, Cambridge being Allotment 569 Town of Cambridge West, for a term of five (5) years plus two (2) rights of renewal of five (5) years each, in accordance with sections 54, 119 and 120 of the Reserves Act 1977;*
- c) *Subject to no objections being received for the Committee to consider in accordance with section 120 of the Reserves Act 1977, the Committee approve the granting of a new lease of the former Leamington Bowls Club building on the Leamington Domain recreation reserve, Cambridge being Allotment 569 Town of Cambridge West, to the Greater Waikato Railway Modellers Incorporated subject to Council’s standard community lease terms and such other conditions as may be considered appropriate, in accordance with sections 54(1)(b), 119 and 120 of the Reserves Act 1977; and*
- d) *Subject to Council, in exercising the delegated powers of the Minister as contained in the Instrument of Delegation to Territorial Authorities dated 12 June 2013, consenting to the grant of the lease, the Group Manager Business Support be authorised to sign and apply the Council Seal to all documentation relating to the lease to the Greater Waikato Railway Modellers Incorporated.*

3 OPTIONS AND ASSESSMENT

Lessee Selection

From a legislative perspective, Council is not required to offer the lease opportunity to the general public, given that a suitable lessee has become evident without this occurring. The public will have an opportunity to express any concerns it may have about the proposed lease once it is notified, per the Act’s requirements.

This report, therefore, proposes that a lease of the former Leamington Bowls Club building be granted to GWRM, as a base for their model rail activities.

The group are an active, established group with strong motivation and organisation. The activities that they undertake offer a variety of benefits to both members and the wider community. Staff are satisfied that GWRM are a good fit for the Domain, particularly given their synergy with the Cambridge Model Engineering Society who are already present on the Domain. The group will fully utilise the facility and have both the inclination and capacity to maintain it appropriately.

Financial Considerations

The GWRM is a not-for-profit organisation, involving volunteers and limited group finances. The 'Leases' section of Council's 'Property' policy specifies that leases to sporting and community groups will be at minimal cost. Lessee groups are charged a rental calculated on the value of the property plus outgoings (annual administration charge, annual sewerage connection charge, metered water supply based on consumption, utility costs and insurance of the building).



Bruce Nunns
PROPERTY SERVICES TEAM LEADER



John Miles
PROPERTY SERVICES MANAGER



Ken Morris
DEPUTY CHIEF EXECUTIVE / GROUP MANAGER BUSINESS SUPPORT

SUPPORTING INFORMATION: ASSESSMENT OF PROPOSAL

1 Statutory and policy requirements

Local Government Act 2002 ('the LGA')

The purpose of local government is defined in section 10 of the LGA, as follows:

- "(1) The purpose of local government is—*
- (a) to enable democratic local decision-making and action by, and on behalf of, communities; and*
 - (b) to meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses.*
- (2) In this Act, good-quality, in relation to local infrastructure, local public services, and performance of regulatory functions, means infrastructure, services, and performance that are—*
- (a) efficient; and*
 - (b) effective; and*
 - (c) appropriate to present and anticipated future circumstances."*

The proposed lease will enable the GWRM to build on their existing programme of activities which provide recreation and therapeutic opportunities for the benefit of members of the community, across a range of age groups and physical capabilities.

Reserves Act 1977 ('the Act')

The Leamington Domain is a classified recreation reserve and thus activity on the Domain must be carried out in accordance with the Act. The land is vested in Council, so the issuing of any lease on the Domain is Council's responsibility.

Council's function, as the administering body of a reserve, is to manage the reserve for the purpose for which it is classified (s40). Council's management duties are to ensure, as appropriate, the use, enjoyment, development, maintenance, protection and preservation of reserves. In relation to recreation reserves, s17 of the Act states that their purpose is:

"providing areas for the recreation and sporting activities and the physical welfare and enjoyment of the public ..."

Section 54(1)(b) of the Act allows for the administering body of a recreation reserve to:

“lease to any voluntary organisation the whole or part of the reserve for the playing of any outdoor sport, games or other recreational activity where the preparation and maintenance of the area for such sport, games or other recreational activity requires the voluntary organisation to spend a sum of money that in the opinion of the administering body is substantial.”

Schedule 1 of the Act sets out the provisions that must (and may) be included in the proposed lease.

Section 54 indicates that neither the prior consent of the Minister nor public notification will be required, provided that the proposal *“is in conformity with and contemplated by the approved management plan for the reserve”*. Council as an administering body, however, has delegated powers in respect of the Act from July 2013, to exercise the ministerial power of consent where the reserve management plan does not contemplate a lease.

The Leamington Domain is covered by Council’s Urban Reserves Management Plan, Volume 1 – 2006 (‘URMP’). The proposed lease is generally *‘in conformity with’* the URMP, which includes as its aims (s4.2):

- *“the development and maintenance of reserves and facilities ... to enable maximum public use, enjoyment and safety ...;*
- *the management of reserve land to ensure that the present and future needs are not in conflict and that management decisions enhance future recreational opportunities.”*

The URMP does not, however, specifically *‘contemplate’* the proposed lease (or indeed, any of the existing leases).

If a proposed lease is not *“in conformity with and contemplated by the approved management plan for the reserve”*, section 54(2) of the Act requires that the public be notified of the administering body’s proposal to grant the lease and be given an opportunity to make submissions in respect of the proposal. Sections 119 and 120 of the Act lay out the process and timing requirements for public notification.

The Finance and Corporate Committee is able to undertake Council’s role as the administering body to consider any lease proposal and to grant leases, however, Council must undertake a supervisory role as the delegate of the Minister and the exercise of this power of consent must be recorded. Accordingly, before the proposed lease can be entered into, the matter must be referred to Council to ensure that the necessary statutory process has been followed in compliance with the Act.

Property Leases Policy

Council's Property Leases Policy 2.3.5 ('Leasing Land for Recreational Use') in the Procedural Policy Manual 2010, states:

"Where land is reserve, Council will support recreational, educational, cultural and sporting clubs by permitting use of existing reserve land at minimal cost, provided the use meets the criteria of the relevant Reserve Management Plan and the Community Leisure Plan."

Council has a standard community lease document that contains terms and conditions to protect Council's interests. Leases are generally issued for a term of five years with two rights of renewal of five years each. It is recommended that the standard lease document be utilised for the proposed lease.

Community Leisure Plan (May 2002)

The Community Leisure Plan is intended to set a strategic direction for leisure in Waipa. The vision expressed within it (s4.3) states that Council will *"provide healthy and balanced lifestyle opportunities by:*

"... supporting the community's mental, social and cultural well-being by providing and promoting programmes, services and facilities that foster creativity, achievement, excitement and involvement, giving residents a strong sense of belonging and pride in their local community and District."

It is believed that the recommended lessee group's activities align with this objective.

2 Background to proposal

Leamington Domain

The Leamington Domain (technically described as the 'Leamington Square') comprises an area of approximately 6.88 ha and occupies the block between Scott, Raleigh, Tennyson and Wordsworth Streets in Leamington.

The land was originally set apart as endowment in 1868 and its purpose was changed to that of a recreation ground in 1908. In 1958 the Cambridge and Leamington portions of what is now known as the Cambridge Town Belt, along with what is now referred to as the Leamington Domain, were combined to form the 'Cambridge and Leamington Domain' and a Domain Board was subsequently appointed to have control. The 'Cambridge and Leamington Domain' ceased to have group status with the passing of the Act in 1977. The Leamington Domain was subsequently classified as recreation reserve under the Act in 1984 and vested in the Cambridge Borough Council. With the local government reorganisation in 1989 the Cambridge Borough Council ceased to exist, so the Leamington Domain was vested in the newly formed Waipa District Council.

The Cambridge Motor Park occupies around half of the Leamington Domain, with the balance of land being utilised for both organised and casual recreational purposes. The Leamington Croquet Club and Cambridge Netball Association have long-held leases on the Leamington Domain. In addition, the Cambridge Cricket Club maintains a wicket on the Domain and the Leamington Art Group uses the historic band rotunda for their activities. The Cambridge Model Engineering Society have established a model rail track around the Domain and run regular open days. There is also a children's playground on the Leamington Domain that is well used by local families.

Leamington Bowls Club Facility

The former Leamington Bowls clubroom is approximately 340m² in size and is located on the Scott Street edge of the Domain. It is constructed from concrete block with a corrugated iron roof and a combination of wooden and aluminium joinery. The interior comprises a large open-plan room with a step-down section at the back, an office, kitchen and separate gender toilets plus a wheelchair accessible cubicle including a shower. There is also external access storage for grounds maintenance equipment on one side of the building. The building is circa late 1960's / early 1970's and is in reasonable condition.

Tenancy of Building

Through a public advertising process, Council sought proposals from groups with an interest in taking over use of the facility and, at its October 2013 meeting, the Finance and Corporate Committee supported Aspire Wellness Trust's proposal to use the facilities for health and fitness purposes.

In mid 2015 Council staff were approached by Aspire Wellness Trust ('Aspire') because financial challenges had caused the Trust to re-consider the viability of continued operation. Aspire subsequently gave notice to terminate its lease, which took effect on 1 August 2015.

A group of employees and committed members of Aspire subsequently came together as the committee of a newly established entity - The Studio Community Health and Fitness ('The Studio') - which effectively assumed Aspire's programmes, staffing and membership and continued to operate from the Domain facility. This arrangement was formalised through a new lease based on resolutions obtained in March and October 2016 (from the Finance and Corporate Committee and Council, respectively).

In mid 2019 representatives of The Studio approached Council staff to discuss their future on the Domain, given concerns about dwindling membership and stretched finances. A request was subsequently made by the group to end the tenancy and they vacated the facility in late December 2019.

Appendix 1

Aerial Map of North End of Leamington Domain



Key:

- A Leamington Croquet Club
- B** former Leamington Bowling Club facilities
- C Car Park
- D Cambridge Netball Centre
(formerly known as Cambridge Netball Association)
- E Skating Rink
(formerly leased by Cambridge Roller Sportz)
- F Cambridge Model Engineering Society
(formerly known as Cambridge-Rotorua Live Steamers)
and Cambridge Cricket Club
- G Playground
- H Band Rotunda

Appendix 2

Proposed Lease Area



The proposed Lease Area is outlined in yellow (building footprint and surrounding concrete skirt only) – approx. 400m²

Appendix 3

Proposal by Greater Waikato Railway Modellers Incorporated

6B Hamilton Road
Cambridge 3434

27 February 2020

Waipa District Council
Private Bag 2402
Te Awamutu



Attention: Jane Blackmore

Potential Lease of former Leamington Bowling Club Rooms

It is understood that the former Leamington Bowling Club rooms in Leamington Domain are vacant and may have become available for use by a community interest group.

The Cambridge-based Greater Waikato Railway Modellers Incorporated (GWRM) is such a group and wish to be considered as long-term tenants of the building.

Who we are:

The GWRM has grown over the past five years to an active membership of over 30 railway modelling enthusiasts from all over the Waikato. The group's genesis was in Matamata some 15 years ago. This small group moved to its current location in Kaipaki eight years ago and has grown steadily since then. We now have members in Cambridge, Te Awamutu, Tirau, Morrinsville, Matamata, Hamilton, and Huntly, as well as some associate members from as far afield as Ngongataha, Whanganui, and Bulls.

Although only recently registered as an Incorporated Society, the group's governance processes have always been based on the requirements of an Incorporated Society as many of the members have experience and expertise in a range of such community organisations and their management. A copy of our Registration Certificate is attached.

Most of our members are retired and enjoy the challenges of collaborating to build, operate, and maintain a large, complex model railway with many discovering that, given a supportive environment, they have unknown artistic and/or technical skills. We have four lady members who make and operate their own models, and three junior members who have their own home layouts and regularly assist operating the club layouts at exhibitions.

The ladies have already floated the idea of 'Ladies' Nights' to progress their skills.

Having clubrooms in town will enable us to conduct regular 'workshops' for younger modellers where we can teach them the skills required to build their own layouts.



Members enjoy a club workday

What we do:

We build and operate miniature railway systems of varying complexity depending on the space available. We then create the scenery, buildings, and general infrastructure to make an operating model that gives the impression of a scene that people can identify with. The greatest complement is for someone to tell us that they 'used to live in a house like that', or that they 'used to go past a locomotive shed like that on my way to school'. Some even show us photographs to prove that we 'have got it pretty right'.

We have two club layouts that are regularly invited to exhibitions around the North Island:

- Main layout – (10m x 5m). This large modular layout is set 'somewhere in south-western England about 1960'. The model has capacity for over 20 trains to be in operation at any time and needs seven operators (including a 'Fat Controller' – normally one of the youngsters – to ensure that trains run on time).

The full layout exceeds our current space so it is only ever fully operational at large exhibitions – it just fits across the Cambridge Town Hall. The layout features unique modular inserts that can be built off site and then 'dropped-in' to the main layout provide continual changes in scenery and operation (historic tourist village, castle, maze, village) at exhibitions (photos of these 'drop-in units are enclosed).

Being able to have the full layout permanently available for operation and open to the public would be the primary consideration in any potential clubrooms.

The second club layout is:

- Christmas layout – (2.4m x 1.0m). This layout was built specifically for the Cambridge Christmas Festival but is also a demonstration of small space possibilities as it is only slightly larger than a single bed. Apart from the track and rolling stock, this layout uses recycled material for all scenic effects.

This layout features a small goods shed that was the first effort by one of our junior modellers (see attached photo). The central goods yard is also a shunting puzzle that has 6720 different outcomes to challenge logic and problem solving.

We have three other 'Shunting Puzzles' (1.2m x 0.4m) (photo attached) which we can take to retirement villages and schools to demonstrate the value of such models in promoting hand/eye coordination, concentration, and creative thinking. Older ladies are particularly attracted to these small layouts with a frequent comment being 'when I was 5 my brother got a train set and I was never allowed a go, so it's my turn!'. Having a permanent clubroom would allow us to further explore the therapeutic value of these puzzles across a range of age-groups and physical capabilities.

Two members have also constructed exhibition layouts:

- Alf Stubbs; Coal Mine – (2.4m x 1.2m). Based on Middleton Colliery in Leeds, this model has many working features such as; pit-head winding gear and cage lifts, an underground horse-drawn railway, coal conveyer, wagon tippler, moving canal barges, moving road traffic, as well as the coal trains.
- Sylvia and Rex Beech: Thomas the Tank and Friends – (3.5m x 2.4m). Sylvia won a Thomas the Tank Engine starter pack at our first exhibition in Cambridge and just 'had to have her own layout' which has become a firm favourite with children at our exhibitions.

In addition to maintaining and improving the current club layouts, we are researching the practicalities of building small-scale historical models of local stations that have been requested for museums at Morrinsville, Matamata, and Cambridge.

Our coal-miner is developing an example of a working 'gravity incline' based on the famous Denniston incline near Westport which will be housed in the Huntly Mining Museum. The Westland Museum of Mining has already expressed an interest in having a similar model as a permanent exhibit.

Contributions to the wider Community:

The club attends about seven exhibitions each year to promote our hobby. In the past two years, we have taken our models to Cambridge (x2), Hamilton (x2), Taupo (x2), Te Awamutu, Tauranga (x2), Hastings, Whanganui, and Auckland. This year we will be taking layouts to Tauranga (January), Bulls (April - Scouts), Morrinsville (April), Napier (June), Taupo (July – Hobby Expo), and Hamilton (October).

We also mount 'mini-exhibitions' to assist community groups with fundraising events.

Some of these activities include:

- Cambridge Christmas Festival – winter-themed layout
- 'Artists in Residence' at both Cambridge and Te Awamutu libraries – this led to a request to conduct a workshop for miniature dolls-house makers who were intrigued at some of the techniques we had developed for making 'stone cottages' using under-floor insulation (see specific photo attached).

- Cambridge Brass Band – ‘Training for France’ exhibition to promote and raise funds for their trip to Cambridge’s Sister City Le Quesnoy in 2018 to participate in the Centenary of Liberation of the town by the New Zealand Division in November 1918.
- Matamata Brass Band – fundraising for new instruments.
- Tirau Primary School – to extend their Resource Centre.

We provide ‘in kind’ support the Cambridge Quilters’ Camp Quality (children with cancer) and Anglican Action ‘Mums and Bubs’ programmes. The quilting ladies join us (at our expense) at our Cambridge exhibitions and spend the weekend making quilts to donate to these programmes. In 2018, the quilters passed on over 80 quilts to these two charities. The Cambridge Brass Band runs the café at our exhibitions to raise money for their instrument replacement programme.

We enjoy hosting groups from resthomes and retirement villages for tea and scones, silly stories, and a play on the club layout. Having a permanent home for our layout will enable us to welcome more visitors to the hobby and perhaps encourage some to ‘have a go’ at making small models at home (or in their rooms) that could be incorporated into the main model. We will also be able to host groups of from Playcentres and Kindergartens.

As a result of interactions at this years’ Cambridge Christmas Festival we are looking to develop models that will be suitable for people with intellectual and physical disabilities to operate. A small team have begun work on a model that visually impaired people might be able to work with. These two initiatives draw on our collective experiences (1000 years plus) as parents and grandparents and are being developed in consultation with a paediatric neurology nurse and a paediatric social worker both of whom have ‘front-line’ experience with people with all manner of learning and social competency issues. We envisage that these initiatives would be subject to professional academic-based evaluation and potentially lead to some new approaches to assisting intellectually and physically disadvantaged people to develop new skills and enhance their personal confidence and interpersonal relationship skills in a relaxed, supportive environment.

Potential of the Leamington Clubroom:

The location of the proposed clubrooms offers the potential for synergistic relationships in the Leamington Domain.

The Cambridge Model Engineering Society already offers rides around the Domain on their miniature railway, so having model railways in the same location offers the potential to develop a ‘family friendly’ model train experience. This synergy is enhanced by the existing children’s playground which already attracts the target audience to the area. The Domain would thus potentially become a ‘weekend destination’ for young families in Cambridge.

Once established in the Leamington Clubhouse, our intention is to have the current club layout, together with some age-appropriate ‘hands-on’ experiences, open to the public to coincide with the Model Engineers’ ride-on trains operating schedule.

We will be able to advise (and demonstrate to) parents and grandparents the suitability and implications of proposed gifts to ensure that they are appropriate for the situation.

For instance, youngsters often ask for named locomotives such as 'Flying Scotsman' or a 'Harry Potter' set but these large locomotives require a large space for the tracks and youngsters can quickly become disenchanted with their expensive gift.

We have been gifted a large collection of books and magazines that could potentially become a community resource for people thinking of building their own layout.

Members have suggested that we foster closer relationships with other modelling colleagues including:

- War Gaming Club – most of their models and scenery are the same scale as our main layout.
- Model Aeroplane Club
- Model Boat Club
- Model Car Club
- Model Truck Club
- Miniature Dolls House Club
- Plastic Kit Modellers (planes, tanks, ships, military dioramas)

We have contact with each of these groups so it might be possible for them to also host 'open days' to offer an even greater variety of modelling/hobby experiences at the Domain.

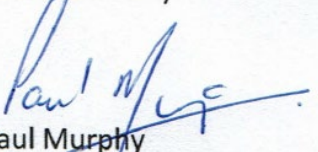
Having a range of clubs using the facility at different times enhances security and ensures that the Cambridge modelling fraternity takes full advantage of this unique opportunity.

In submitting this Expression of Interest, we accept that there are some governance issues to be clarified before either your office or the GWRM are in a position to commit to a long-term tenancy. A prime consideration is our need to measure the spaces available to assess how we might use it to best advantage.

However, if our submission meets your requirements, we request further discussions to explore the possibility of the Leamington Bowling Club rooms becoming our new base.

Please do not hesitate to contact me if there are issues that require clarification.

Yours faithfully



Paul Murphy
President GWRM Inc
(ph 823-2655)



A General View of about a third of the club layout

FINANCE AND CORPORATE COMMITTEE REPORT



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

From: Governance

Subject: **RESOLUTION TO EXCLUDE THE PUBLIC**

Meeting Date: 16 June 2020

1 RECOMMENDATION

THAT the public be excluded from the following parts of the proceedings of this meeting.

The general subject of the matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
1. <i>Confirmation of Public Excluded Minutes dated 19 May 2020</i> 2. <i>Acquisition of Property for Stormwater Pond and Road In C1 Growth Cell</i> 3. <i>Incentivised Cycleway</i> 4. <i>Te Awamutu Cemetery Reserve Classification and Part Revocation and Proposed</i>	<i>Good reason to withhold exists under section 7 Local Government Official Information and Meetings Act 1987</i>	<i>Section 48(1)(a)</i>

<p><i>Development and Sale</i></p> <p>5. <i>Sale of Unformed Road Pirongia</i></p> <p>6. <i>Local Government Funding Agency and Civic Financial Services Limited Annual General Meeting Proxy Vote</i></p> <p>7. <i>Te Awa Cycleway (Avantidrome to Hamilton) Funding</i></p>		
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This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, are as follows:

Item No.	Section	Interest
1.	<i>Sections 7(2)(j)</i>	<i>To prevent the disclosure or use of official information for improper gain or advantage.</i>
2.	<i>Section 7(2)(i)</i>	<i>To carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</i>
3.	<i>Section 7(2)(h)</i>	<i>To enable the council to carry out, without prejudice or disadvantage, commercial activities.</i>
4.	<i>Section 7(2)(h)</i>	<i>To enable the council to carry out, without prejudice or disadvantage, commercial activities.</i>
5.	<i>Section 7(2)(i)</i>	<i>To carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</i>
6.	<i>7(2)(a) & 7(2)(c)(i)</i>	<p><i>To protect the privacy of natural persons, including that of deceased natural persons; and</i></p> <p><i>To protect information which is subject to an obligation of confidence where the making available of the information would be likely to:</i></p> <p><i>i. prejudice the supply of similar information, or information from the same source, where it is</i></p>

		<i>in the public interest that such information should continue to be supplied.</i>
7.	<i>Section 7(2)(h)</i>	<i>To enable the council to carry out, without prejudice or disadvantage, commercial activities.</i>