



Time: 6.00pm
Date: Tuesday 9 June 2020
Venue: Audio Visual

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TE AWAMUTU COMMUNITY BOARD AGENDA



AGENDA ITEMS

1 MEMBERS

Chairperson

AM Holt

Members

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

2 APOLOGIES

3 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.

4 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.

5 CONFIRMATION OF ORDER OF MEETING

Recommendation

That the order of the meeting be confirmed.



6 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.

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: **Confirmation of Minutes**
Meeting Date: 9 June 2020

1 SUMMARY

To confirm the minutes of the ordinary meeting held 12 May 2020.

2 RECOMMENDATION

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.



Time: 6.00pm
Date: Tuesday 12 May 2020
Venue: Audio Visual

1 MEMBERS

Chairperson
AM Holt

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

In Attendance
Anna McElrea, Senior Reserves Planner
Jo Gread, Manager Governance, Keryn Phillips, Governance Officer

2 APOLOGIES

Nil

3 DISCLOSURE OF MEMBERS' INTERESTS

Nil

4 LATE ITEMS

Nil



5 CONFIRMATION OF ORDER OF MEETING

RESOLVED

6/20/23

That the order of the meeting be confirmed.

Cr O'Regan/Derbyshire

6 PUBLIC FORUM

Nil

7 MINUTES OF PREVIOUS MEETING

Confirmation of the minutes of the ordinary meeting held 10 March 2020 and the extraordinary meeting held 20 April 2020.

RESOLVED

6/20/24

That

- a) *The minutes of the meeting held 10 March 2020, as circulated with the agenda, be confirmed as a true and correct record of proceedings, and*
- b) *The minutes of the extraordinary meeting held 20 April 2020, as circulated with the agenda, be confirmed as a true and correct record of proceedings.*

Taylor/Titchener

8 ENHANCEMENT AND RENAMING OF RATA-TU RESERVE

The purpose of this report was to update the Te Awamutu Community Board on the proposed enhancement works and to seek endorsement from the Board to rename Rata-tu Reserve to Turata Reserve. The proposed renaming of the reserve requires endorsement by Council's Strategic Planning and Policy Committee prior to completing the actions required by the Reserves Act 1977 to formally change the reserve name.

Anna McElrea, Senior Reserves Planner, answered questions and received feedback from the board.



RESOLVED

6/20/25

That:

- a) *The Enhancement and Renaming of Rata-Tu Reserve Report by Tofeeq Ahmed, Reserves Planner and Anna McElrea, Senior Reserves Planner be received.*
- b) *The Te Awamutu Community Board endorses the renaming of Rata-tu Reserve to Turata Reserve to Council.*

Hurrell/Derbyshire

9 TREASURY REPORT

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

RESOLVED

6/20/26

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

Titchener/Hurrell

10 DISCRETIONARY FUND APPLICATION

A discretionary fund application from Geoscience Society of New Zealand requesting funding of \$1,000.00 plus GST to provide financial assistance for the publication of *Geologic Map of the Pirongia Volcano, Waikato* was received. The full application with supporting financial documentation was distributed to Community Board members prior to the meeting.

RESOLVED

6/20/27

That

- a) *The Community Discretionary Fund application from Geoscience Society of New Zealand be received, and*
- b) *The Te Awamutu Community Board allocate \$1,000.00 plus GST to the Geoscience Society of New Zealand from its discretionary fund.*

Derbyshire/Brown



11 DISCRETIONARY FUND REALLOCATION OF FUNDS REQUEST

In September 2019, the Te Awamutu Community Board allocated \$1,000.00 of its discretionary fund to Parenting Place to help it deliver 'Attitude' presentations to schools in the Waipa.

The Covid-19 lockdown prevented the Attitude team attending Te Awamutu College to present to students and instead they pivoted their work to support young people online. Due to the uncertainty of when the Attitude team can return to Te Awamutu College to deliver the planned presentations, Parenting Place requested the possibility of re-purposing the remaining funds to the online work.

RESOLVED

6/20/28

That

- a) *The 'Reallocation of Discretionary Funding' report (Reference 10389278) of Keryn Phillips, Governance Officer be received; and*
- b) *Due to the implications of Covid-19 the Te Awamutu Community Board approve the remainder of the \$1000 grant provided to Parenting Place in September 2019 being re-allocated from delivering "Attitude" presentations at schools to salary payments for one of the staff members (contact for Te Awamutu schools) delivering online "Attitude" support to students as they navigate the impact of covid-19.*

Taylor/Hurrell

12 INWARDS CORRESPONDENCE – JAMES PARLANE

Correspondence to the Te Awamutu Community Board from James Parlane was received.

RESOLVED

6/20/29

That the correspondence 'The Future of Te Awamutu' from James Parlane (Document 10386067) be received.

Brown/Titchener



13 INWARDS CORRESPONDENCE – ANGELA BROWN

Correspondence to the Te Awamutu Community Board from Angela Brown of the Kihikihi Police House and Temple Cottage Society was received.

RESOLVED

6/20/30

That

- a) *The correspondence from Angela Brown, Kihikihi Police House and Temple Cottage (Document 10389116) be received and the Board support the proposal.*

Taylor/Brown

14 STANDING ORDERS AMENDMENT

At the Community Board meeting on 12 February 2020 the Community Board adopted the current version of Standing Orders. Good local governance requires local authorities to undertake decision-making in an open, transparent and fair manner. Standing Orders provide a framework of rules for making decisions that give effect to these principles and contribute to public confidence in local government.

In regard to one of the new provisions in the recently adopted Standing Orders requiring that a meeting cannot sit without a break for more than two hours without passing a resolution, on further reflection, there may be some practical difficulties with some of the Boards and Committees. It may be prudent to revert to the previous provision of requiring a resolution at the three hour mark if the meeting does not stop for a short break (as opposed to the two hour mark).

RESOLVED

6/20/31

That –

- a) *The ‘Amendment to Standing Orders’ report (document 10387224) of Jo Gread, Manager Governance be received; and*
- b) *Te Awamutu Community Board adopts the proposed amendment to clause 4.2 of Standing Orders as shown marked in red below:*

No meeting can sit for more than ~~three two~~ three hours continuously without a break of at least ten minutes unless the meeting resolves to extend the time before a break.

O’Regan/Taylor



15 CHAIRPERSON'S REPORT

A report by Chairperson Holt was received and it encouraged members of the Te Awamutu Community Board to participate in the Waikato Vital Signs Survey.

RESOLVED

6/20/32

That

- a) *The information contained in the 'Chairperson's Report' (Document 10389321) of Angela Holt, Chairperson, be received, and*
- b) *The Te Awamutu Community Board participate in the Waikato Vital Signs Survey*

Derbyshire/Brown

16 BOARD MEMBERS REPORT FROM MEETINGS ATTENDED ON BEHALF OF THE TE AWAMUTU COMMUNITY BOARD

Board members provided an overview of activities carried out prior to the Covid-19 Level 4 lockdown.

Board Member Taylor was a guest speaker at Te Awamutu Rotary Club, attended the Council Community barbeque, spoke with the Youth Pastor at the Bible Chapel and talked to a local business about providing a safe area for children to ride motorbikes in.

Board Member Derbyshire met with the Kihikihi Bowling Club and noted that parking was a concern in the town.

Councillor Brown had attended a webinar on urban mobility.

Board Member Hurrell noted that the local Civil Defence had provided reports that had been helpful and full of information. The Te Awamutu Community Board recorded a note of thanks to the staff and volunteers of Civil Defence for the work they had done in response to Covid-19.



There being no further business the meeting closed at 6.49 pm.

CHAIRPERSON

DATE

CONFIRMED AS A TRUE AND CORRECT RECORD OF PROCEEDINGS

TE AWAMUTU COMMUNITY BOARD REPORT



To: The Chairperson and Members of the Te Awamutu Community Board
From: Manager Strategic Partnerships
Subject: **Climax Steam Engine Relocation**
Meeting Date: 9 June 2020
Document: 10409197

1 SUMMARY

In the late 1950's the late Jonas Smyth, a former Mayor, gifted the Climax 1317 engine to the Te Awamutu community. It was originally a bush tramway engine used for logging in Ngaroma and Arohena (Otorohanga District). 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 Climax 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.

After years of painstaking work and fundraising by the Trust the restoration is now complete, and a place is required for public display of the engine.

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.

2 BACKGROUND

In 2019 BECA consultants produced a report for Council outlining various options in the Te Awamutu Hub area as potential sites to House the Climax engine. The sites were assessed against three criteria

- Has a clear link to either the history or the function of the Climax engine
- Displays the engine to the maximum number of viewers - visitors and residents
- Considers and provides for security of the engine and the building through passive surveillance

This report is provided to the Board as Appendix 1 to this report.

The report recommends Location 7 a site on Albert Park Drive SH3 adjacent to the Band Rooms at Albert Park as an appropriate location (see Figure 1 below). Location 9 located in a heritage museum outside of Te Awamutu was recommended as an option that warrants further discussion. NZTA have been consulted and have made it clear that a full safety Audit would need to be conducted before considering whether it would consent to the climax engine being located on SH3. This has not been carried out.



Figure 1: Potential Locations for Climax Engine

The Lions Club and Climax Engine Trust have indicated a clear preference for Location 6 (see Figure 1) between the iSite and the walk of fame on Ararata St. They note that they have restored the engine to be displayed in Te Awamutu and have expressed a desire to voluntarily staff the facility for part of the day and charge an entry fee. Proximity to the iSite toilets is also cited as an advantage.

WDC Community Services Staff have reviewed the BECA memo and agree that of all of the proposed reserve options, the Albert Park option is the most viable however note strong concerns about the funding required to develop a standalone viewing

structure that isn't connected to any other destination features. Their assessment is attached as Appendix 2.

Staff concur with the BECA assessment of Location 6 that it would compromise existing and future uses in the town's main reserve event space and also reduce viewshafts through to the reserve. They have also expressed a view that locating it within a commercial building or a location outside of Waipa in a heritage museum may be preferable and should be considered.

3 FUNDING

The 2018-28 LTP has an allocation of \$100,000 to move the engine and create a seed fund for a suitable structure. As the engine will need to be craned onto and off a transporter in a cradle moving costs are likely to be in the order of \$20,000. This would leave a maximum of \$80,000 for site investigations and a seeding fund for a suitable building. The remainder of funds will need to be obtained through fundraising efforts. In the Covid-19 environment fundraising is likely to be difficult as funders are likely to have less funds to allocate and make seek to invest in more social outcomes.

Estimates for a suitable viewing structure vary widely. Lions have obtained estimates in the vicinity of \$300k for a semi industrial style steel structure while BECA have estimated a cost of approximately \$1 Million for a suitable structure on the Albert Park Drive site.

Te Awamutu Lions have suggested that they may be prepared to assist with fundraising if the climax engine was to be located in a location they were able to agree on.

4 CONCLUSION

The site identified by BECA as Location 7 on Albert Park Drive is recommended by Staff as the most appropriate reserve site for the Climax engine in the Central Area of Te Awamutu subject to further investigations into the feasibility of the site.

5 RECOMMENDATION

That

- a) *The information contained in the report 'Climax Steam Engine Relocation' (Document 10409197) of Gary Knighton, Strategic Partnerships Manager be received; and*
- b) *The site (identified as Figure 7 on the map included in this report) located adjacent to the Band Rooms at Albert Park on Albert Park Drive, SH3, Te Awamutu is endorsed by the Te Awamutu Community Board as the preferred*

location for the Climax Engine, subject to further assessment of the feasibility of developing a suitable display structure on the site.



Gary Knighton

MANAGER STRATEGIC PARTNERSHIPS

Appendix 1

Memorandum

To: Gary Knighton **Date:** 28/06/2019
From: Annette Jones **Our Ref:** 4670043
Copy:
Subject: Climax engine location options memo

1 Purpose of this memo

The purpose of this memo is to describe the range of location options for the Climax engine and the attributes of each of these. This information is provided to inform a further discussion and resolution on the most suitable location for the Climax engine and considers;

- the role that the display of this piece of industrial heritage can play in Te Awamutu
- the specific location requirements
- the recognition of the contribution by the Lions members in the restoration
- the connection to Te Awamutu as a place.

The preparation of this memo follows a site visit with Russel Easton from Te Awamutu Lions and Gary Knighton from Waipa District Council in May 2019 and research gained from a desktop analysis.

To provide further information on what the Climax engine enclosure building could look like and an associated cost one of the options has been developed into a 3d visualisation. This is accompanied by a high level cost estimate and this information is provided at the end of this memo in Appendix A. The drawing provided by Russel Easton to Waipa District Council dated 26/05/2016 has been used as a basis for this work. It is noted that this is a high level design concept and efficiencies (thereby reducing the cost) could be achieved by changing the design.

2 Background on the Climax engine and relationship with Te Awamutu

The Climax 1317 engine is a B class steam locomotive scheduled in the New Zealand Rolling Stock Register, which provides the locations the Climax engine was in service.

Memorandum



Figure 1 - Engine currently restored

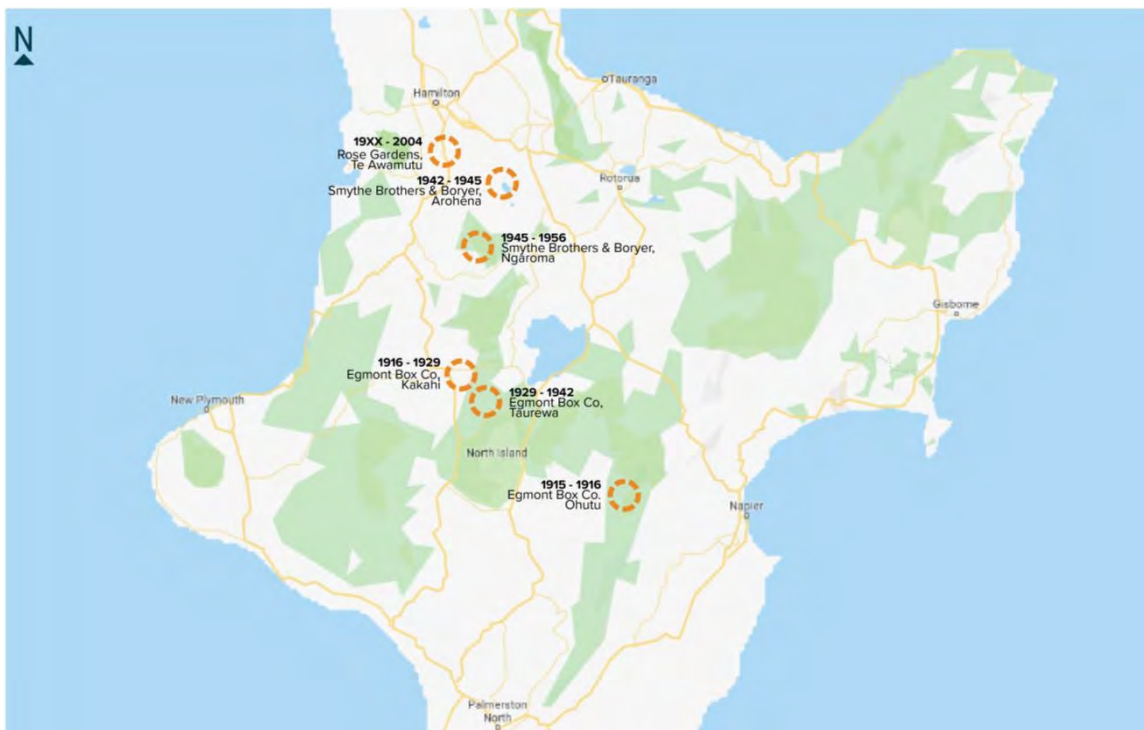


Figure 2 - Locations where the engine operated or been sited

- 1915 - 1916 Egmont Box Co. Ohutu
- 1916 - 1929 Egmont Box Co, Kakahi
- 1929 - 1942 Egmont Box Co, Taurewa
- 1942 - 1945 Smyth Brothers & Boryer, Arohena

Memorandum

1945 - 1956 Smyth Brothers & Boryer, Ngaroma
 1957 - 2004 Rose Gardens, Te Awamutu

A further summary of the engine has been sourced from an excerpt below written by Marcus Gower.

The Climax Engine 1317, a class B engine of some 20 - 30 tonnes was imported from the USA in 1914 by Egmont Box Company. It worked in the Taranaki area until the early 1940s. In 1942 it was purchased by Smyth Bros and Boryer, who operated the Climax in Arohena from 1942 until 1945. In 1945 the engine was relocated to work in Ngaroma where it worked until the Ngaroma Mill closed in the late 1950s. As part of the Smyth Bros and Boryer business, a retail timber yard was built in Te Awamutu in 1935 at Arawata Street (now the Bunnings site). Sawn timber was brought from the two mills to this yard by lorry. After the Ngaroma mill closed the Climax was gifted to the Te Awamutu community by the late Jonas Smyth, a former Mayor of Te Awamutu (1986-1989). The Climax was located in the Te Awamutu War Memorial Park where it remained for almost fifty years.

Connection

It appears that the connection to Te Awamutu is through its work at Arohena, and Ngaroma for some 13 years as a bush locomotive pulling logs for the sawmill that supplied sawn timber to the timber yard in Te Awamutu up until the late 1950s. Since then, it has sat in Memorial Park, ostensibly as a piece of play equipment for some 50 years.

Provenance

All Climax locomotives were built by the Climax Manufacturing Company of Pennsylvania. Production began in 1888 and the last locomotive was produced in 1928. Between 1000 and 1100 engines were built. The Climax engines were built in three distinct classes; A, B and C.

It appears that approximately 20 Climax locomotives survive in North America, of which about five are operational. Two survive in Australia 1653 (Hobart—on display) and 1694 (Belgrave restored and operational). Four survive in New Zealand, 522 (Tokomaru—stored), 1203 (Greymouth – operational), 1650 (Pukemiro—under restoration), and 1317 (Te Awamutu —under static restoration).

Restoration

The Council resolved to repair Climax 1317 in 2003. In 2005 the Climax 1317 Trust was established from an initiative of the Te Awamutu Lions Club. The Council entered into an MOU with the Trust in 2005 to renovate the locomotive to public display standard. Section 3 (a) of the MOU states “The exterior of the locomotive is to be restored to a standard where children may safely once again climb on the locomotive without inflicting undue damage. Alternatively, the Trust may ask that Council house the locomotive in a waterproof glass fronted building to facilitate display.”

The engine was shifted in 2005 from the Park to the Council Depot at Daphne Street. Over the past 10 years or so approximately \$250,000 and countless hours of volunteer time has been spent restoring the engine to its current static display standard. The engine now appears with the addition of wooden panelling and brass fittings which have been restored to a state greater than its original condition, which was a fairly utilitarian piece of machinery.

<https://www.facebook.com/MarcusWaipa/posts/we-had-a-look-at-the-restored-climax-engine-who-can-remember-playing-on-it-at-me/727109910767064/>

Memorandum



Figure 3 – Climax engine in Memorial Park as a children’s play feature

Storage and maintenance

The engine weighs some 20 to 30 tonnes and measures approximately 3m in width, 10m in length and 4.5m in height. A considerable investment will need to be made to house the newly restored engine. The addition of the wooden panelling and brass fittings will make the engine susceptible to theft and vandalism - so a well-lit, weatherproof and secure storage facility will now be required.

In summary there are three distinct phases of that the engine has had over the last 100 years – as a working engine hauling timber, as a play feature in Memorial Park and most recently as the object of a community restoration initiative by a group from Te Awamutu Lions. The link to Te Awamutu now that the locomotive will no longer have a role as a play item (assuming it is not able to be climbed on unsupervised) is as a visible outcome of what people from the community coming together in a group with a common purpose can and have achieved.

3 Location considerations

A series of considerations for the optimum site for the Climax engine were raised and agreed with Russel Easton. These are a location that;

- Has a clear link to either the history or the function of the Climax engine
- Displays the engine to the maximum number of viewers - visitors and residents
- Considers the security of the engine

These considerations are translated into a location comparison table at the end of this memo to inform a decision.

Memorandum

4 Location options

The following location options were visited or discussed in the site visit in May 2019. Each of these sites along with positive attributes and drawbacks are outlined on the following pages.

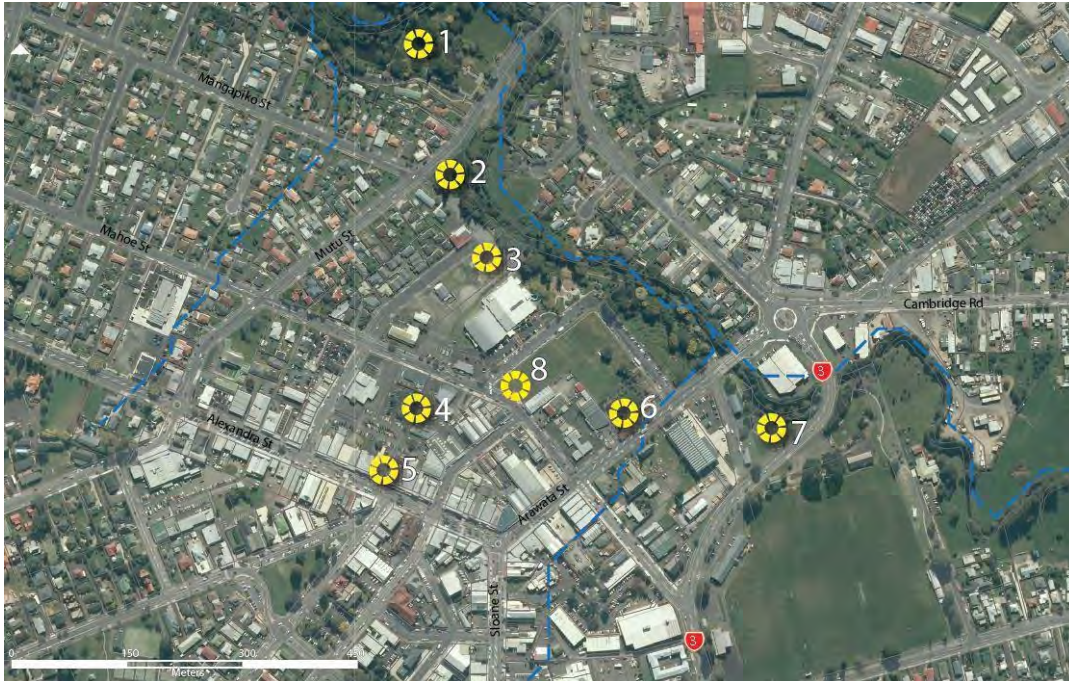


Figure 4 - Location options

The different options are shown to scale on the maps with an enclosure based on the plan for a 20m x10m glazed enclosure provided by Russel Easton.

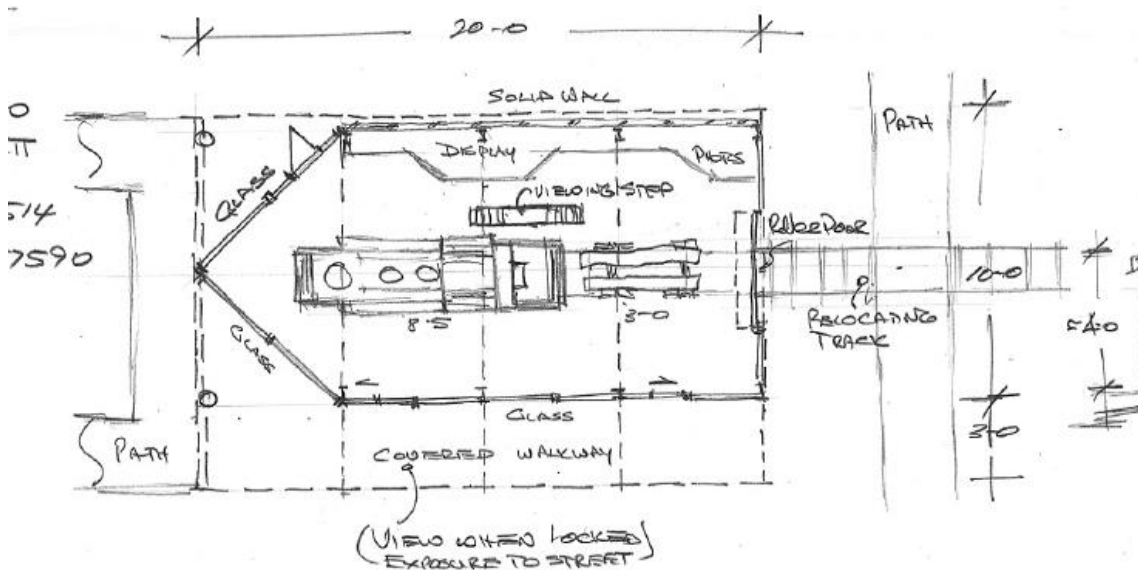


Figure 5 - Sketch of required enclosure

Memorandum

5 Location options

5.1 Location 1 – In Memorial Park

Location features and rationale: Set back in the park where it was originally located as a piece of play equipment

Positive attributes: Open space around the building so not crowded out by other elements. Could be enclosed in a functional but also well designed enclosure. Has a link to its former use and ability to reignite the memory for people when they visit with their children or grandchildren.

Drawbacks: Only viewed by people who know it is there, security issues at night, potential maintenance if the building is damaged.



5.2 Location 2 – At the entry into Te Awamutu Mutu Street

Location features and rationale: On a prominent and visible area of open space on the corner of Mutu St and Gorst extension

Positive attributes: On a main entry into Te Awamutu Town Centre. On a stopping/ pause point on a pedestrian path/ cycle trail.

Drawbacks: Issues with stability being located on a river bank edge, Underground and overhead services located in the vicinity that may preclude this location. Screened by existing trees and would require relocation of existing seating.

Memorandum



Memorandum

5.3 Location 3 – At the end of Churchill St

Location features and rationale: On an unused area at the end of Churchill St facing out to the Mangaohoi River and the cycle trail

Positive attributes: Open space around the building so not crowded out by other elements, a stopping/ pause point on a cycle trail. Near a residential area that provides a level of passive surveillance.

Drawbacks: Services located in the vicinity that may preclude the viability of this location. The engine has no historical or community connection to this location.



Memorandum

5.4 Location 4 – A feature within the carpark

Location features and rationale: Provides a feature and element that people walk past regularly

Positive attributes: seen regularly by people using the carpark, an element and feature for an upgraded walkway connection

Drawbacks: Services located in the vicinity that may preclude the viability of this location (water main?). Loss of carparks. Underwhelming location for visitors and location does not provide the showcase aspect.



Memorandum

5.5 Location 5 – Co-located in a building where it could form an object along one wall

Location features and rationale: Colocated with a function i.e a cafe

Positive attributes: Utilises an existing building – reduces the need to build an enclosure

Drawbacks: Relies and is dependent on a compatible use being operational long term. Has no relationship to a main street function. Height may preclude the use of an existing building. An alternative is building an enclosure off one side of a laneway, however, being reliant on a laneway being created means the engine could remain in storage for a longer rather than shorter term.



5.6 Location 6 – Along the entrance to Te Awamutu Town Centre on Arawata Street

Location features and rationale: Provides a visible feature and is colocated next to the i-site/ toilets

Positive attributes: seen regularly by people entering the town centre, located next to a stopping area at the i-site and public toilets.

Drawbacks: Occupies an area used for weekend markets, building would close off the open views of Selwyn Reserve. The engine has no historical or community connection to this location.

Memorandum



Memorandum

5.7 Location 7 – Along SH3 entry southern entry to Te Awamutu

Location features and rationale: Provides a visible feature and gateway aspect to what currently has a bypass feel at the entry to Te Awamutu

Positive attributes: Seen regularly by people driving past so has a high level of passive surveillance. Showcases the work of the Lions club community group. Is located close to Bunnings, which was the site of the timber yard that gifted the engine to the town. (This was relayed on the site walk over and needs further confirmation). Located at a natural stopping/ pause point on a cycle trail/ pedestrian path.

Drawbacks: Buy in from the community that this represents the gateway element they see for Te Awamutu. Services located in the vicinity that may preclude the viability of this location. Would require a well designed enclosure for this visible location that would be more than the current building budget.



Memorandum

5.7.1 Photo visualisation and cost estimate for Location 7

Based on the drawing provided a photo visualisation has been prepared of the train enclosure in Location 7. In addition a high level cost estimate was prepared (refer Appendix A for more detail). The cost of the enclosure is in the order of \$980,000 with a 20% design contingency (\$820,000 to \$1,140,000). Further efficiencies and cost reduction is possible but this would require a revisit of what the essential requirements i.e. Is full height glazing required? Is a covered side canopy required?



Figure 6 - Location 7



Figure 7 - View looking north travelling towards the roundabout entry to Te Awamutu

Memorandum



Figure 8 - View looking south driving towards Kihikihi

As a comparison in 2011 it was reported that the 20m x 5m glazed enclosure at the Dunedin Rail Station was in the order of \$700,000. While this building is fully glazed it is half the size of the proposed enclosure for the Climax engine.

"The whole train-moving operation, including the new shed, is expected to cost about \$700,000."
Thursday, 22 December 2011,
<https://www.odt.co.nz/news/dunedin/memories-stirred-locomotive-makes-tracks>



Memorandum

5.8 Location 8 – Located in the centre of the Hub area

Location features and rationale: Provides a visible feature within the centre of Te Awamutu

Positive attributes: Positive – seen regularly by people

Drawbacks: Scale and lack of a clear connection to the adjacent Te Ara Wai. It is not known if the Climax engine has been identified as one of Waipa's early settlement stories (noting the role of the Climax engine in the timber industry was south of the Waipa District – Refer to Figure 2, Locations where the engine operated or been sited.)

What will the Discovery Centre include?

Over the next 18 months (July 2018 – Dec 2019) we'll be exhibition planning and finalising the design and space of the building. In summary, the centre will include:

- ever-changing exhibition spaces and interactive zones that tell our unique Waipā stories.
- including the geological history, the period of early settlement, agricultural development, the land wars and land confiscation, through to Waipā today.
- new and better space to house and showcase our community's precious and unique collection of taonga
- stories that connect to the actual sites of significance in our district
- a research centre and ability to offer more research services to our community
- a hub for our school and education programmes
- the Te Awamutu i-SITE
- a community gathering space.

<https://www.waipadc.govt.nz/our-district/MajorProjects/Pages/Waipā-Discovery-Centre.aspx#link8>



Memorandum



Location 9 – Located in a heritage museum outside of Te Awamutu

Location features and rationale: Colocated with other elements that tell the history of New Zealand - people and relationship to the land

Positive attributes: Can be seen in context with other elements and can tell a wider story. Could be kept in a more secure location and wouldn't require its own enclosure.

Drawbacks: Disconnected from Te Awamutu and the Lions Club. Removed from Waipa area (unless located at Mystery Creek)

6 Conclusion

In conclusion there are a range of locations with varied positive attributes and drawbacks.

The table below provides a comparison of these and how they meet the location considerations in Section 3.

	Has a clear link to either the history or the function of the Climax engine	Displays the engine to the maximum number of viewers - visitors and residents	Considers and provides for security of the engine and the building through passive surveillance
Location 1 – In Memorial Park	Yes	No	No
Location 2 – At the entry into Te Awamutu Mutu Street	No	Yes	No

Memorandum

Location 3 – At the end of Churchill St	No	To an extent	Yes
Location 4 – A feature within the carpark	No	No	To an extent but vulnerable at night
Location 5 – Co-located in a building where it could form an object along one wall	No	No	Yes
Location 6 – Along the entrance to Te Awamutu Town Centre on Arawata Street	No	Yes	Yes
Location 7 – Along SH3 entry southern entry to Te Awamutu	Yes	Yes	Yes
Location 8 – in the centre of the hub area	No	Yes	Yes
Location 9 – Located in a heritage museum outside of Te Awamutu	Yes	To an extent - visitors	Yes

Based on this comparison **Location 7 and 9** meet the highest number of location considerations and are recommended to be progressed further.

Location 7 is dependent on a well designed and detailed enclosure that is fitting for a main entrance to a town. A visualisation of this is provided in Appendix A, this is based on a 20 metre x 10 metre building shown on the 26/05/2019 prepared by Russel Easton.

In addition, canvassing the public support for this location would also be a consideration as a next step. The photo visualisation and description of the aspects of this location would assist in socialising this so people can develop an informed opinion and provide valuable feedback.

Location 9 is an option that warrants further discussion as it would provide a secure location for the engine. The major drawback is its link to Te Awamutu and its former role as a destination for children to play on would be lost. In addition the link to the people of Te Awamutu Lions Club who have donated a significant number of hours refurbishing the engine would also be lost.

Annette Jones

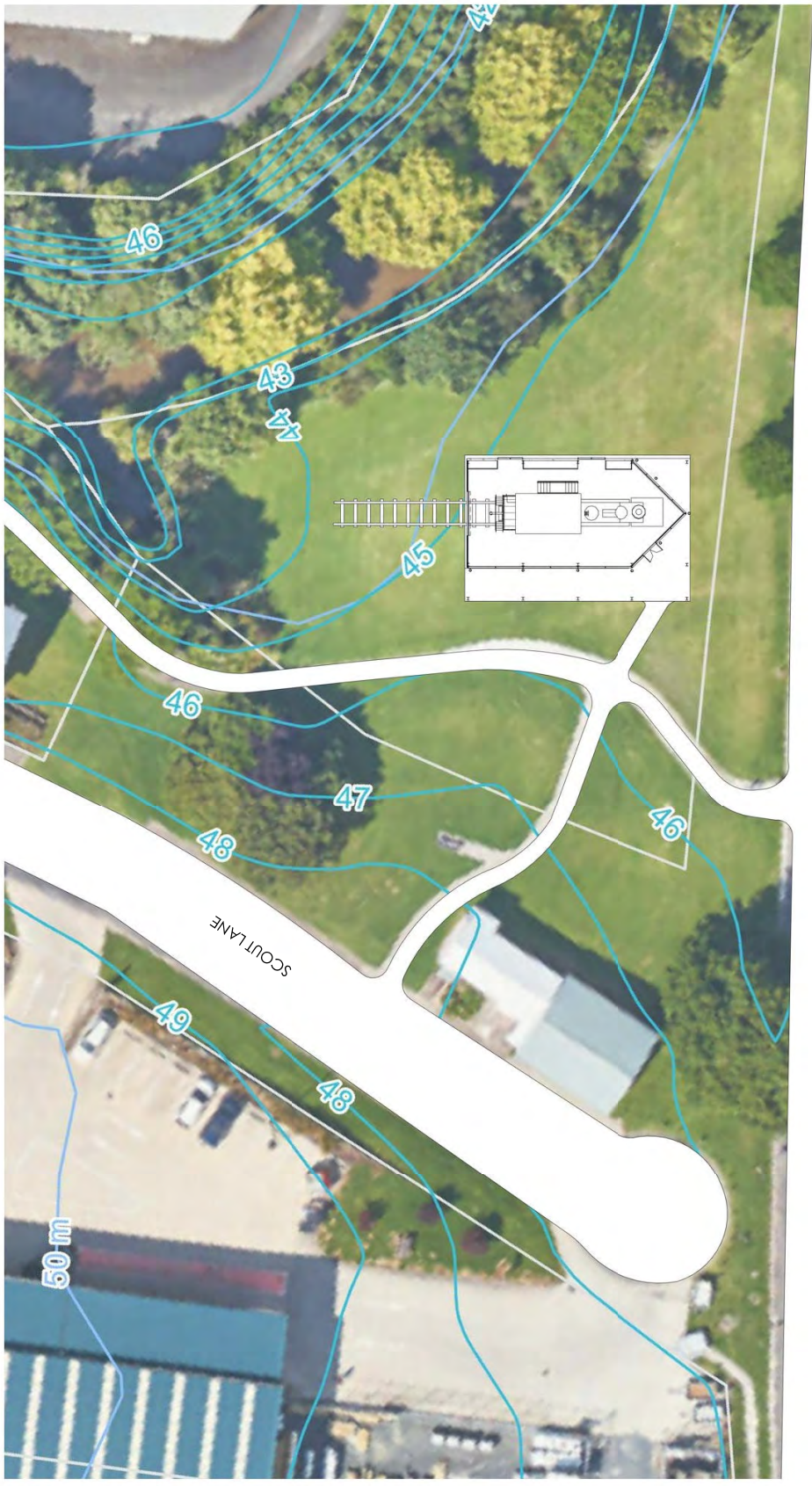
Technical Director - Urban Design

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Appendix A

Display structure concept,
Location 7 photo visualisation and cost estimate



ALBERT PARK DR

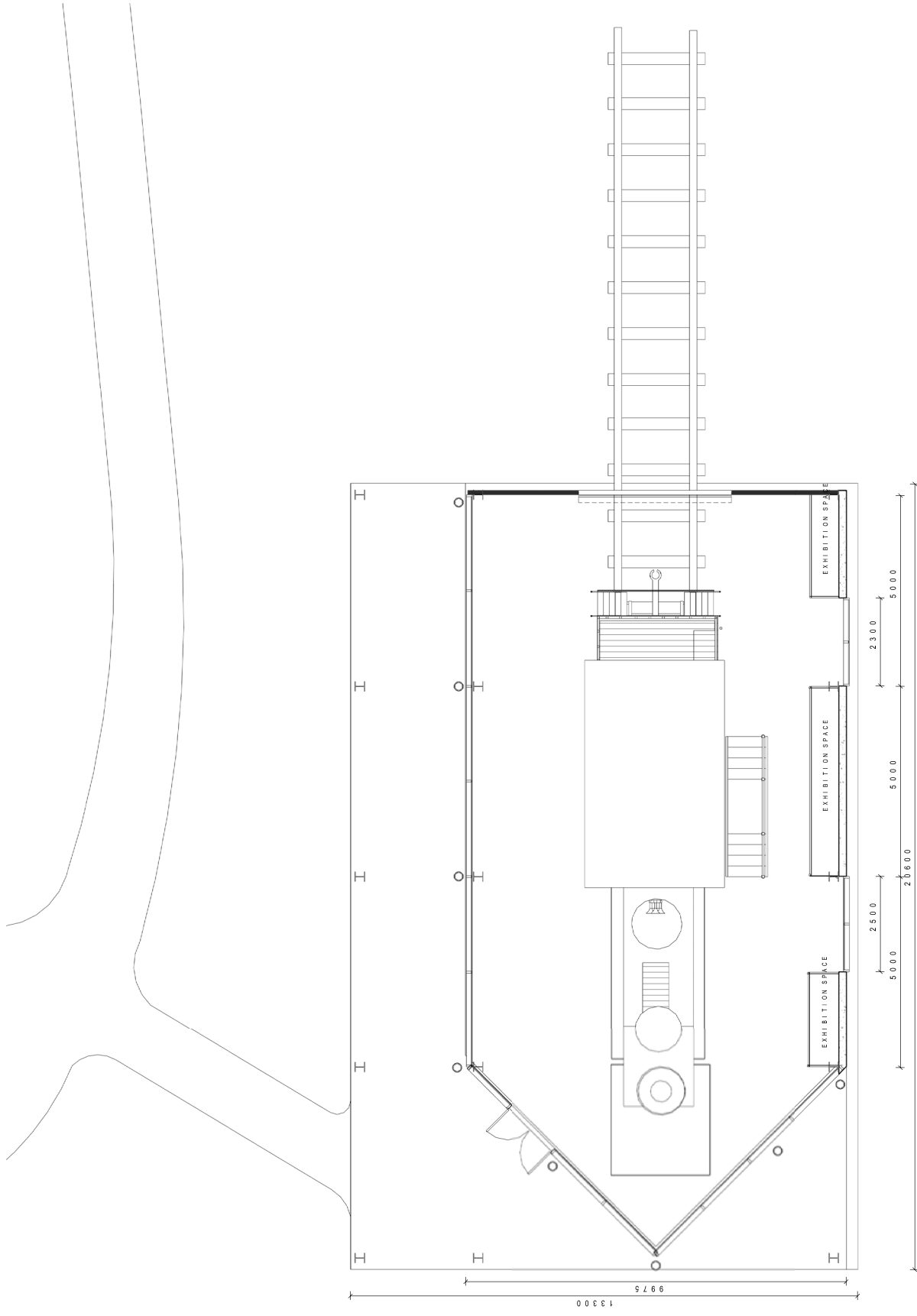


SITE PLAN
AR-A02

ORIGINAL DRAWING
IN COLOR

CO-ORDINATION
NOT FOR CONSTRUCTION

FOR INFORMATION
NOT FOR CONSTRUCTION



GROUND FLOOR PLAN
AR-A03

FOR INFORMATION
NOT FOR CONSTRUCTION



3D RENDER 1
AR-A06

ORIGINAL DRAWING
IN COLOR

CO-ORDINATION
NOT FOR CONSTRUCTION

FOR INFORMATION
NOT FOR CONSTRUCTION



3D RENDER 2
AR-A07

ORIGINAL DRAWING
IN COLOR

CO-ORDINATION
NOT FOR CONSTRUCTION

FOR INFORMATION
NOT FOR CONSTRUCTION



ESTIMATE SUMMARY

Code	Description	Quantity	Unit	Rate	Total
	<p><u>TE AWAMUTU - LOCOMOTIVE ENCLOSURE</u></p> <p><u>FEASIBILITY ESTIMATE</u></p> <p>SCOPE OF WORKS</p> <p>Main Contractor Preliminary & General (P&G) otherwise known as On-Site and Off-Site Overhead costs covers the cost of on-site and off-site overheads such as site supervision / management, site offices, stores, hoardings, amenities, plant, cranes, temporary works etc.</p> <p>The Estimating Contingency sum is integral to the estimate total and is a general allowance for residual cost risk including design development, omissions, construction risk, sundry measured items and assumptions made for construction details not shown. This is not a project contingency which is expected to be held in addition to this estimating contingency. Typically the estimating Contingency decreases throughout the design development process.</p> <p>This estimate is based on feasibility design information and so is currently subject to an estimate range of -15% to +25%. The current contingency allowance is lower than the norm for the level of information provided. It must be noted that as Cost Consultants we have catered for items not shown in the current design based on our own assumptions.</p> <p>The scope of works entails building a secure enclosure to house and display the Climax 1317 locomotive</p> <p>The overall site confine dimensions are approximately 270m²</p> <p>The overall building footprint dimensions is approximately 175m²</p> <p>BASIS OF ESTIMATE</p> <p>The following Architectural Plans dated 27 June 2019 where used for estimate purposes :</p> <p>Climax 1317_3D 20190624_climax 1317_combined</p> <p>EXCLUSIONS</p> <p>Train and train tracks</p> <p>Loose furniture, fitting & equipment, unless noted otherwise</p> <p>Various Electronic Installation, like - CCTV, Public Address, WiFi, PABX</p>				

ESTIMATE SUMMARY



Code	Description	Quantity	Unit	Rate	Total
	<p>Hard and Soft Landscaping</p> <p>No ablutions facilities</p> <p>No services beyond the confines of the boundary</p> <p>Finishes to walls and ceilings</p> <p>HVAC</p> <p>Fire Installations / Systems</p> <p><u>GENERAL EXCLUSIONS</u></p> <p>GST</p> <p>Escalation</p> <p>Out of hours working</p> <p>Phasing of the works</p> <p>IT costs</p> <p>Funding Risk</p> <p>Major market fluctuations</p> <p>Alternative procurement routes</p> <p>All legal and acquisition costs</p> <p>Development contributions</p> <p>Council and professional fees</p> <p>Professional Fees</p> <p>Disclaimers</p> <p>This feasibility estimate has been prepared by Beca on the specific instructions of our Client. It is solely for our Client's use for the purpose for which it is intended in accordance with the agreed scope of work. The overall cost should not be used for budgetary purposes. This report, whether in whole or in part, may not be disclosed to any person other than the Client and any use or reliance by any person contrary to the above, to which Beca has not given its prior written consent, is at that person's own risk. This report is subject to, and must be read in conjunction with, the assumptions, limitations and disclaimers set out in the estimate notes and elsewhere in the report.</p>				

ESTIMATE SUMMARY



Code	Description	Quantity	Unit	Rate	Total
	<p>In preparing this estimate, Beca has relied on the accuracy, completeness and currency of the information provided to it, and unless expressly stated or included in our agreed scope, Beca is not responsible for the accuracy, completeness and currency of that information. To the extent that the information is inaccurate or incomplete, the opinions expressed by Beca may no longer be valid and should be reviewed.</p> <p>This report should be read in its entirety and no portion of it should be relied on without regard to the report as a whole and the methodologies, processes and techniques adopted in its preparation as described in the report.</p> <p>While Beca believes that the use of the assumptions, as set out in section 4 and elsewhere in this report, are reasonable for the purposes of this study, Beca makes no assurances with respect to the accuracy of such assumptions and some may vary significantly due to unforeseen events and circumstances. To the extent that the conditions differ from those assumed in this report, the opinions expressed by Beca in this report may no longer be valid and should be reviewed.</p> <p style="text-align: right;">GFA</p>	268	m2		
	<p>1 SITE PREPARATION</p> <p>1.02 SITE CLEARANCE</p> <p>Digging up and removing rubbish, debris, vegetation, hedges, shrubs and trees not exceeding 200mm girth, bush, etc (assumed a level site)</p>	268	m2	20.00	5,360
	<p>2.04 PAD FOUNDATION INCLUDING EXCAVATION, CONCRETE, FORMWORK, BACKFILLING, ETC.</p> <p>500 x 500 x 700mm</p>	3	m3	2,800.00	8,400
	<p>2.05 CONCRETE IN FLOOR SLABS ON GRADE, INCLUDING REINFORCEMENT, HARDFILLING AND DAMP PROOF MEMBRANE</p> <p>100mm thick - Cast insitu slab</p>	14	m2	210.00	2,938
	200mm thick - Cast insitu slab - Verandah	93	m2	310.00	28,768
	250mm thick - Cast insitu slab	161	m2	360.00	57,964
	<p>3 FRAME</p> <p>3.05 STRUCTURAL STEEL IN COLUMNS</p>				

ESTIMATE SUMMARY



Code	Description	Quantity	Unit	Rate	Total
	All Steel members to be 250UC72.9	11,722	kg	10.00	117,216
	Allowance for bolts, plates and connections, etc (20% allowance)	2,344	kg	15.00	35,165
	6 ROOF				
	6.01 ROOF COVERING AND ASSOCIATED FLASHINGS				
	Longrun Steelroof Sheeting	292	m2	80.00	23,325
	125mm Aluminium box gutters	40	m	120.00	4,800
	80mm Diameter aluminium downpipes	20	m	80.00	1,600
	Allowance for sundry rainwater goods	1	Sum	5,000.00	5,000
	6.03 PURLINS, GIRTS, BRACING, ETC				
	<u>Purlins and girts, bolted to steel</u>				
	Cold-formed lipped channel purlins (200 x 75 x 25mm)	292	m2	90.00	26,240
	7 EXTERIOR WALLS AND EXTERIOR FINISH				
	7.04 PRECAST CONCRETE SPANDREL PANEL				
	200mm Thick precast concrete wall	83	m2	450.00	37,350
	7.11 NIBS, KERBS AND UPSTANDS				
	350 x 120mm Nib	29	m	250.00	7,250
	8 WINDOWS AND EXTERIOR DOORS				
	8.03 CURTAIN WALLING, INCLUDING GLASS				
	20mm Structural Glaze	175	m2	1,500.00	262,500
	8.04 ALUMINIUM, STEEL, TIMBER AND GLASS DOORS, INCLUDING GLAZING, FIXING, PAINTING, HARDWARE AND THE LIKE, WHERE AN INTEGRAL COMPONENT OF 8.01, 8.02 OR 8.03 ABOVE				
	1620 x 2100 x 42mm	1	no	5,000.00	5,000
	Motorised Industrial Roller Shutter Door, size 3000 x 4000mm high	1	no	10,000.00	10,000
	9 STAIRS AND BALUSTRADES				
	9.01 STAIRS				



ESTIMATE SUMMARY

Code	Description	Quantity	Unit	Rate	Total
	Non slip steel stair 1000mm wide with four risers on each side, meeting at a central 2000mm long common platform, overall size on plan 4240 x 1000mm wide	1	Sum	5,000.00	5,000
	9.02 HANDRAILS				
	1100mm Double rail steel balustrading	4	m	500.00	1,975
	12 FLOOR FINISHES				
	12.01 FLOOR FINISHES AND COVERINGS				
	Polished finish with epoxy coating to concrete	268	m2	15.00	4,020
	15 FITTINGS AND FIXTURES				
	15.04 SHELVING				
	Shelving	1	Sum	5,000.00	5,000
	19 ELECTRICAL SERVICES				
	19.05 DISTRIBUTION BOARDS				
	Distribution Board	1	Sum	5,000.00	5,000
	19.7 CIRCUIT WIRING TO POWER OUTLETS INCLUDING OUTLET FITTINGS				
	Small Power Allowance	1	Sum	5,000.00	5,000
	19.13 LIGHT FITTINGS				
	400 Watts including cabling	8	no	500.00	4,000
	1200mm including cabling	10	no	800.00	8,000
	22 DRAINAGE				
	22.01 STORMWATER DRAINS				
	Allowance to connect into existing drain	1	Sum	5,000.00	5,000
	24 SUNDRIES				
	Allowance for Signage	1	Item	5,000.00	5,000
	PRELIMINARIES AND GENERAL (12%)	1	Sum	82,424.45	82,424

ESTIMATE SUMMARY



Code	Description	Quantity	Unit	Rate	Total
	MARGIN (6%)	1	Sum	46,157.69	46,158
	CONTINGENCY (20%)	1	Sum	163,090.50	163,091
	Rounding	1	Sum	1,457.00	1,457
	TOTAL				980,000

Appendix 2

COMMUNITY SERVICES ASSESSMENT OF THE CLIMAX ENGINE SITE OPTIONS

A series of considerations for the optimum site for the Climax engine were raised and agreed with Russel Easton. These are a location that;

- Has a clear link to either the history or the function of the Climax engine
- Displays the engine to the maximum number of viewers - visitors and residents
- Considers the security of the engine

Community services believes that the following should also be considered as criteria:

- Enhance the reserve through providing for the use and enjoyment of reserve users
- Minimal impact on viewshafts to and from reserve; focus on visual connection to reserves from streets, sightlines of pedestrians, cyclists and drivers, visual amenity and CPTED
- Location not likely to be affected by or to affect trees
- Proposed asset wouldn't comprise future or planned activities on the reserve
- Location is unlikely to be affected by other council projects e.g. utility upgrades, roading projects, site redevelopments
- Geotechnically stable

The table below outlines Community Services' assessment of the options (options in bold are the report's preferred options):

Site	Pros	Cons	Other
Location 1 Memorial Park (where playground is)		The draft concept plan that has been prepared in partnership with mana whenua and key stakeholders hasn't provided for this feature. The concept plan developed together with mana whenua and key stakeholders proposes a Māra Hūpara Play Trail (natural play space) and Pavilion Function Space to be developed in this location.	Recreation Reserve

		Locating the Climax Engine here will impact of the visual amenity and viewshafts of the reserve in this location. The Climax Engine's only connection to the reserve specifically is as a recreation asset that children played on for 50 years. The proposal that it be a heritage asset that people could only view reduces its value to this reserve.	
Location 2 Te Awamutu Domain – Kimber's Corner (corner of Mutu and Gorst St)	Relatively unused area.	Several large trees in this corner, including a Japanese Cedar and a Gingko Biloba. Significant underground and overhead utilities. Close to walkway along Mangapiko Stream but not visible from it.	Recreation Reserve Would require relocation of picnic table
Location 3 End of Churchill St		Close to walkway along Mangapiko Stream but not visible from it . Constrains options for future redevelopment of this wider area.	WDC Freehold Managed by Property My understanding was that this area was being considered for a major redevelopment project as part of the TA Hub work
Location 4 Feature within Mahoe St carpark (carpark behind main road)	n/a	n/a	n/a
Location 5 Co-located in a building	n/a	n/a	n/a
Location 6 Selwyn Park - Entrance to town centre along Arawata St		Agree with assessment that it would compromise existing and future uses in the town's main reserve event space and also reduce viewshafts through to reserve. This would however be less of an issue if	Historic Reserve Note: if Gorst Ave was made a one way street as suggested at a TA Hub meeting there would be additional space that could be considered.

<p>Location 7 Albert Park – along SH3 southern entry</p>		<p>Te Ara Wai building is built and the existing i-site buildings were removed and the reserve reinstated.</p> <p>Cars travel fast along this road and already tricky to cross with children. Adding a feature that may result in more cars parked along here may not be ideal in terms of sightlines. Reasonable building footprint for a use not aligned to the reserve classification.</p> <p>Agree that of all of the proposed reserve options, the Albert Park option is the most viable however note strong concerns about amount of money required to develop a standalone viewing structure that isn't connected to any other destination features.</p> <p>Note: would require landscaping to integrate structure into the reserve.</p>	<p>Recreation Reserve</p>
<p>Location 8 Centre of TA Hub</p>	<p>n/a</p>	<p>n/a</p>	<p>n/a</p>
<p>Location 9 Located in heritage museum outside of Waipa</p>	<p>n/a</p>	<p>n/a</p>	<p>n/a</p>

TE AWAMUTU COMMUNITY BOARD REPORT



To: The Chairperson and Members of the Te Awamutu Community Board
From: Governance
Subject: **Quarterly Reports**
Meeting Date: 9 June 2020

1 SUMMARY

The District Growth and Water Services Quarterly Reports are included in the agenda.

2 RECOMMENDATION

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



To: The Chairperson and Members of the Strategic Planning and Policy Committee

From: Group Manager District Growth and Regulatory Services

Subject: **QUARTERLY DISTRICT GROWTH REPORT**

Meeting Date: Tuesday, 5 May 2020

1 EXECUTIVE SUMMARY

The purpose of this report is to provide the Committee with a quarterly update on matters relating to growth in the Waipā District. This includes matters arising at national, sub-regional, regional and district levels. This report is provided for information purposes and does not require any decision-making on the part of Elected Members. Please note that matters pertaining to capital projects and their associated risks will be separately reported to Council's Service Delivery and Audit & Risk committees respectively.

The following appendices accompany this report:

- [Appendix 1 – Waipā District growth cells](#)
- [Appendix 2 – Major resource consent applications.](#)
- [Appendix 3 – Building consents issued](#)
- [Appendix 4 – Applications determined by the District Licensing Committee](#)
- [Appendix 5 – Quarterly statistics for 2019/20](#)
- [Appendix 6 – Year on year statistics](#)
- [Appendix 7 – Submissions submitted on behalf of Council](#)

2 RECOMMENDATION

That the Strategic Planning and Policy Committee receive report titled 'Quarterly District Growth Report' (document number 10359847) of Wayne Allan, Group Manager District Growth and Regulatory Services.

3 NATIONAL LEGISLATION, REGULATIONS, PLANNING AND POLICY INITIATIVES

A number of documents were released by central Government for public submission in December 2019 and January 2020. Council has reviewed and submitted submissions in respect of the following:

Organisation	Document	Due Date	Status	Document #
MfE	Transforming the resource management system: opportunities for change	3 Feb 2020	Submitted	10383987
MfE	Landfill Levy Changes	3 Feb 2020	Submitted	10369569
DIA	Fire & Emergency NZ Funding Review	5 Feb 2020	Submitted	10356597
Transport & Infrastructure Select Committee	Land Transport (NZTA) Legislation Amendment Bill	5 Feb 2020	Submitted	10351743
Environment Select Committee	Urban Development Bill	14 Feb 2020	Submitted	10364087
Health Select Committee	Taumata Arowai – Water Services Regulator Bill	4 Mar 2020	Submitted	10368593
Transport & Select Committee	Infrastructure Funding & Financing Bill	5 Mar 2020	Submitted	10370643
MfE	Proposed NES for the Outdoor Storage of Tyres	25 Mar 2020	Submitted	10384158
MfE & DoC	NPS for Indigenous Biodiversity	14 Mar 2020	Submitted	10373591
MoH	Burial & Cremations Act 21964 reforms	14 April 2020	Submitted	10376029

Elected Members were engaged on the preparation of submissions subject to the limitations imposed by consultation timeframes. Where submissions were not able to be endorsed by Council as a whole, they were signed by the Mayor or Chief Executive

4 SUB-REGIONAL STRATEGIC PLANNING INITIATIVES

Hamilton Waikato Metropolitan Spatial Plan

During the early part of the quarter, work on the Hamilton Waikato Metropolitan Spatial Plan project was directed at compiling a first draft of the plan. The project plan envisaged being able to undertake a round of consultative engagement with partner organisations, iwi and key stakeholders before June 2020. By the third week of March

2020, it was evident that events relating to the unfolding Covid-19 pandemic had overtaken the project and its timeframes.

While work continues on the project, there has been an immediate shift in focus from addressing long term growth issues, to focusing on those aspects that can be prioritised as short term recovery projects. A key reason for this shift in emphasis has been the realisation that the negative social and economic impacts of the Covid-19 pandemic are likely to be considerable at a local and sub-regional levels¹.

Other sub-regional strategic project initiatives that have continued in this quarter under Future Proof comprise:

Sub-Regional Three Waters Study

Work on phase one has concluded and we are now awaiting confirmation of funding for phase two from the Department of Internal Affairs (if obtained, this would comprise a major share of the required funding). Most of the local government partners have confirmed their funding commitments.

The key output for phase two is a Programme Business Case (PBC). The PBC will identify projects that require project level indicative and detailed business cases. As part of the phase one work, a high level wastewater assessment for the Hamilton-Waikato Metro Spatial Plan has been progressed. This assessment is considered a stepping stone requirement for a phase two business case.

Housing Preference Assessment

At the end of March 2020, Future Proof partners appointed Market Economics, City Matters, and First Research, to carry out an assessment of housing preferences across the sub-region to better inform our strategic planning for residential development.

The study centres on First Research doing a household survey in May of select urban catchments across the three council areas: Waikato, Hamilton and Waipa. To help the consultants prepare for this survey, staff from the three councils are providing GIS map information as well as key information about what housing types are currently provided for in our district plans. The study is expected to be concluded by July 2020 and this timeframe is not currently expected to be affected by the Covid-19 pandemic.

Sub-Regional Industrial Land Study

In the latter part of 2019, Future Proof partners commissioned GMD to undertake a study of industrial land capacity across the Future Proof sub-region. The final report of this study was completed in February 2020 and presented to Future Proof partners.

¹ In an attempt to restrict the spread of the Covid-19 virus between March and April 2020, severe restrictions were imposed on peoples movement, interaction and economic activity by most national governments around the world and including New Zealand. The consequent cessation of a huge amount of global economic activity has rapidly led into a pronounced global and local economic recession.

The study found that there was sufficient industrial land available across the sub-region to meet currently anticipated 30 year requirements. A copy of the final report can be read on the Future Proof website:

<https://futureproof.org.nz/assets/FutureProof/Documents/REPORT-Industrial-Land-Study-Output-1-FINAL.pdf>

Proposed National Policy Statement on Urban Development (NPS-UD)

Under the existing National Policy Statement on Urban Development Capacity (NPS-UDC), a second assessment of housing and business land capacity across the Future Proof sub-region is required by the end of 2020. With the gazettal of the proposed NPS-UD expected later this year, there have been discussions between Hamilton City Council staff and Ministry for the Environment, and informal agreement that the assessment of land capacity be suspended for the time being. The expectation is that the next full housing and business assessment will be tied into the Long Term Plan for 2024-2034 but greater clarity is expected before the end of year.

5 DISTRICT LEVEL STRATEGIC PLANNING

Ngāhinapōuri village concept plan

Planned engagement on the draft Ngāhinapōuri Village Concept Plan has been deferred due to the impacts of the Covid-19 pandemic, and in particular the restrictions imposed by the Alert Level 4 lockdown. Once Council offices reopen, it is anticipated that we will be able to engage with partners and key stakeholders, and the wider community.

Kihikihi urban development plan

Work on this project has been paused due to the implications of the Covid-19 pandemic.

T6 growth cell structure plan (St Leger Road, Te Awamutu)

The Structure Plan was adopted by the Council at its extraordinary meeting on 7 April 2020.

T11 growth cell structure plan (Cambridge Road, Te Awamutu)

The Structure Plan was adopted by the Council at its extraordinary meeting on 7 April 2020.

C4 growth cell structure plan (Lamb Street, Leamington, Cambridge)

Further technical reports were provided to Council in December 2019 and January 2020. The draft structure plan is out for public feedback.

C1, C2 and C3 growth cells (Cambridge Road, Cambridge)

The C1, C2 and C3 Master Plan has been completed. Waipā's consents for stormwater discharge are with the Regional Council. Discussions are underway on detailed conditions and final approval is expected to be provided soon.

For C1, there are on-going enquiries around development opportunities. Council is commencing land purchase for the construction of critical stormwater assets.

With respect to C2, discussions are continuing with the Ministry of Education on the new primary school site. Discussions are also underway with developers and the respective development agreements are being drafted. Detailed design of key stormwater, roading, water and wastewater infrastructure to service the developments has commenced with associated land purchase negotiations.

A resource consent application has been received from Chartwell Properties to develop part of the C3 area, with Council lifting the deferred zoning for this area in December.

Pirongia town concept plan refresh

Aecom have been appointed as the planning consultants to work with Council's Strategy department on this project. The project is in the middle of an initial round of community engagement to gather the community's ideas for the future development of Pirongia. Due to the Covid-19 pandemic, the period of engagement has been extended until after the Council offices reopen. The project timing could be pushed out further because of the pandemic implications.

6 DISTRICT PLANNING DEVELOPMENT AND IMPLEMENTATION

District Plan

Several matters have approved by the Strategic Planning and Policy Committee to proceed to the next stage of the plan change process. Specifically, the matters include among others, potential changes to provisions relating to permeable and impermeable surfaces, miscellaneous technical improvements, and sites of significance to Māori.

Work continues on implementing the National Planning Standards, while further updates on various National Policy Statements will be available later in 2020. These include the National Policy Statement for Urban Development, National Policy Statement for Highly Productive Land, National Policy Statement for Freshwater Management, and National Policy Statement for Indigenous Biodiversity.

Staff are working on reviewing the district plan changes that might support with economic growth post COVID 19. Related plan changes are:

- Staff are expecting a Private Plan Change for the T2 growth cell to be lodged in the next few months relating to a private development, structure plan and uplifting the deferred zone status.
- Staff have started progressing a plan change to update the mechanism in the current district plan for uplifting deferred zones. This will address technical and legal issues relating to the current plan provisions and enables zoning to be uplifted as developments progress.
- Further reviews of the plan change programme will be reported as these are finalised.

Development Infrastructure

Most large earthworks construction sites, for example T1 and T8 growth cells, have been shut down due to COVID 19. The earthworks season officially ends from 1 April 2020 with limited earthworks being allowed to continue if consented by Waikato Regional Council under the winter works umbrella.

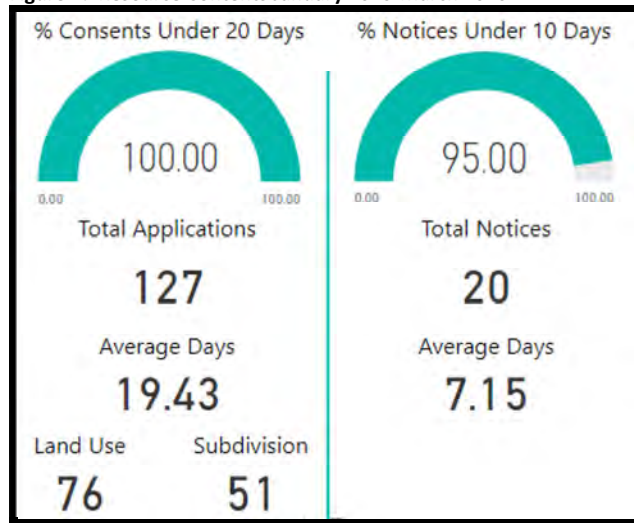
We have reached out to developers to better understand their programmes now that a move to Level 3 COVID-19 has been announced. We have also begun to make plans for delivering the on-site inspections required for works to continue whilst keeping our team members safe and adhering to the guidelines and limitations.

Resource Consents

Below is a summary of consents that were approved during the quarter (January to March). This covers all types of applications during this period. The list of major applications is attached (Appendix 2).

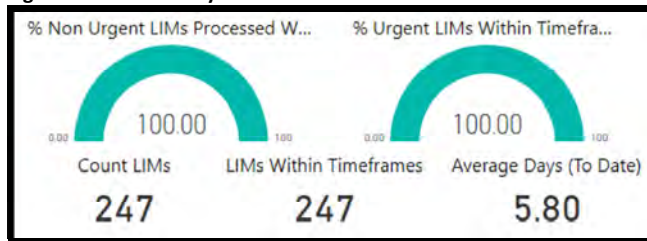
The number of resource consents completed during this quarter is down on last quarter as there were 89 landuse consents and 56 subdivision consents completed last quarter and 76 landuse consents and 51 subdivision consents completed this quarter. However, 100% of all resource consents were processed statutory time-frame.

Figure 1: Resource Contents January 2020-March 2020



The number of LIMS completed during this quarter is also down on last quarter as there were 274 LIMS completed last quarter and 247 LIMS completed this quarter.

Figure 2: LIMS January 2020-March 2020



The Senior Consents Planner position was filled by an internal candidate, Hannah Divehall who was a planner in the Consents team.

Over the last quarter 16 consents were outsourced to consultants for processing on an as-needed basis. This equates to 14% of the total number of consents received during this quarter, which is a good result considering we have one planner vacancy.

Building Compliance

There were 292 building consents issued with a total value of \$85,525,111. This included 128 new dwellings. When compared to the same period in 2019 this is an decrease of 52 building consents issued.

Of the 109 building consents for new dwellings:

- 66 were in Cambridge
- 23 in Te Awamutu or Kihikihi and
- 20 were spread across the remainder of the district.

There were 240 Code Compliance Certificates issued for completed work compared to 238 for the same period in 2019.

The significant building consents issued in the quarter are:

- 162 Ossie James Drive, Commercial Premises, Travis & Naomi Pocock Trust, \$2,000,000
- 1866 Cambridge Road, Wing of 3 Care Cottages, Te Awa Lifecare Villages Ltd, \$3,000,000
- 128 Ossie James Drive, Industrial Warehouse & Offices, Eric Anderson, Bridget Anderson & Lionel Lamb, \$1,150,000
- 148 Ossie James Drive, Seven Commercial Units, Raygar Properties, \$2,250,000
- 809 Bond Road, Workshop & Offices, Pmd Enterprises Ltd, \$1,350,000
- 128 Gorton Road, Stage 1 Coolstore, Whitehall Fruitpackers Holdings Ltd, \$3,673,171
- 16 Wickham Street, Civil & Site Works, Les Harrison Properties, \$2,500,000

7 MONITORING AND ENFORCEMENT

Monitoring and Enforcement

118 calls and complaints were received in the second quarter of the year regarding breaches of the Waipā District Plan and a further 40 complaints about resource consent conditions. Complaints were fielded that concerned amenity values, noise & dust issues from building sites, setbacks and signage. All complaints were responded to within four days as required under the team's KPI. This is roughly a 50% increase on the previous quarter's total of 110 complaints.

149 complaints were received regarding breaches of Council's Bylaws or other regulations, just about double the number received in the previous quarter. 52 of these concerned complaints of littering with many of these occurring on isolated rural areas and of these 70 parking complaints were received, again similar in number to the previous quarter. 12 of these concerned HT vehicles parked within the residential zones.

24 inquiries were received and responded to regarding the swimming pool barrier inspection requirements, 99 swimming pool barrier inspections were conducted during the quarter. This was a significant increase over the previous quarter and these visits are now ahead of schedule. Changes to the information pamphlet on this topic are being made following public feedback.

In total Council's Enforcement team responded to and dealt with 331 complaints and queries in the quarter as well as conducting 99 swimming pool barrier inspections.

Animal Control

The total number of calls to the animal control team was down overall, and across the major complaint types, the only exception being barking complaints which increased by approximately 40 percent.

The number of dogs known to Council remains at over 8500 with 190 (2 percent) unregistered.

With the move to Level 4 COVID-19 restrictions Council has maintained a response to urgent dog incidents, and is undertaking as much administrative “business as usual” as possible with all staff working remotely. There has also been an increase in education to dog owners surrounding care of animals during this period. The after-hours contractor has remained in place to respond to urgent after-hours complaints.

Staff are investigating the feasibility of entering a “Section 16” agreement with Hamilton City Council which would allow staff from the two Councils to assist each other during emergencies.

Environmental Health

The number of licensed premises has grown with the issue of licences to new premises primarily as parts of new developments. Additional resourcing allowed some older renewal applications to be progressed. The number of visits to food operators and licensed premises were at a similar level as the previous quarter which are both affected by the Christmas/New Year break.

The hot and dry summer season saw a significant increase in dust nuisance complaints. These were often the result of approved earthworks and other developments. The majority of these were passed to the Regional Council for investigation.

The number of noise complaints remained on-par with previous quarters. There were no seizures, though one premises was entered in order to silence a continuous sounding alarm.

Level 4 COVID-19 restrictions have seen the entire Environmental Health team working remotely. In field response is to immediate risks to health only. A significant number of enquiries have been received from food and other businesses in relation to their ability to trade under the restrictions.



Wayne Allan

GROUP MANAGER DISTRICT GROWTH AND REGULATORY SERVICES

8 SUPPORTING INFORMATION: ASSESSMENT OF PROPOSAL

STATUTORY AND POLICY REQUIREMENTS

Legal and regulatory considerations

This has been addressed in the body of the report.

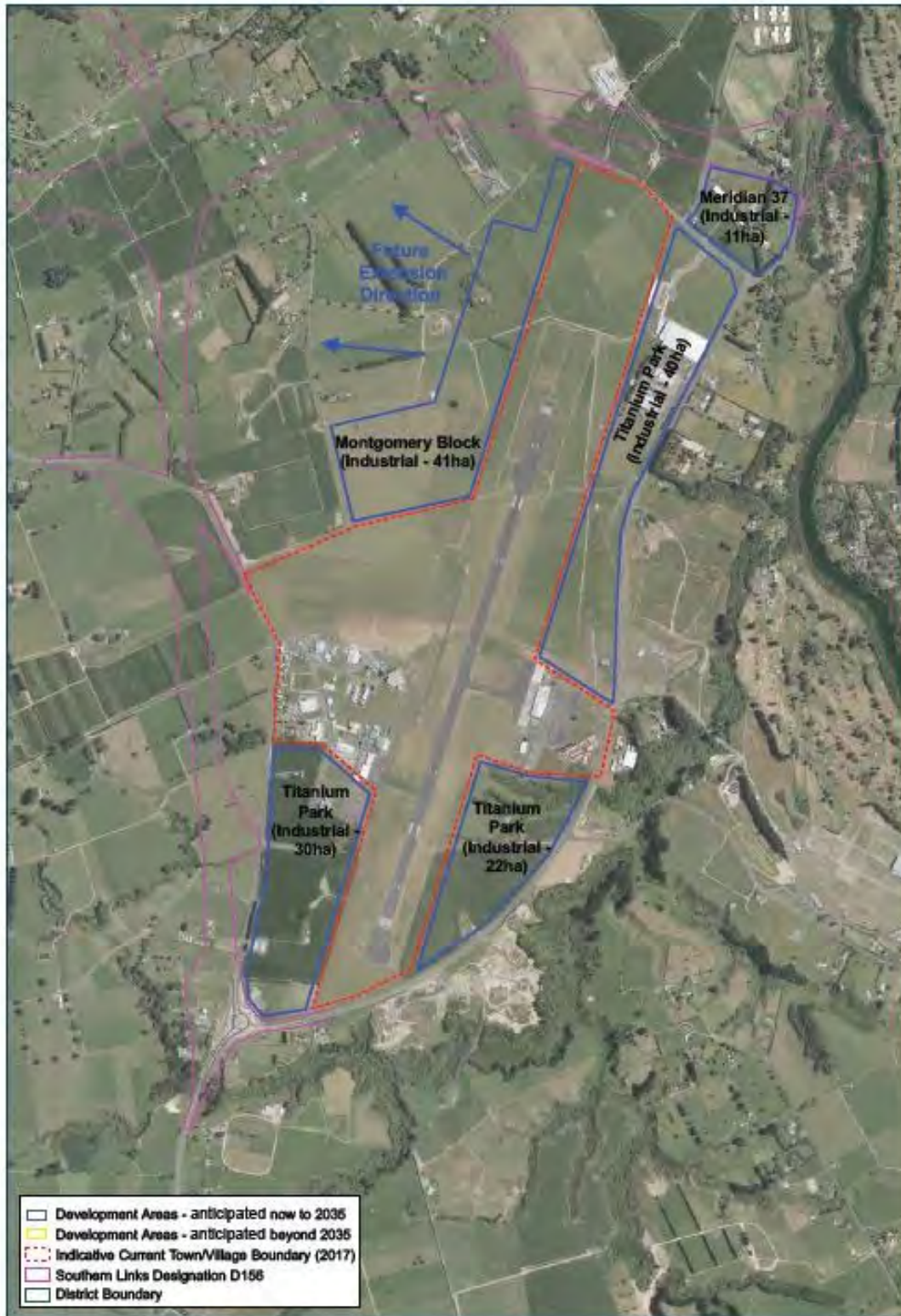
APPENDIX 1: WAIPĀ DISTRICT GROWTH CELLS

CAMBRIDGE GROWTH CELLS



GROWTH CELL	STATUS UPDATE
Cambridge North	Only about 34ha of Cambridge North remain to be developed. St Kilda is practically fully developed.
C1	Master plan complete. Council commencing strategic land purchases for supporting infrastructure. Stormwater discharge consent approval expected soon.
C2	Master plan complete. Discussions continue with Ministry of Education regarding new primary school site. Discussions also underway with developers and development agreements are being drafted. Council in discussion regarding strategic land purchases for supporting infrastructure. Comprehensive Regional Council stormwater discharge consent approval expected soon.
C3	Masterplan complete. Stormwater discharge consent approval expected soon. A resource consent application has been made by Chartwell properties to develop a portion of the site that is already zoned residential.
C4	In a developer-led initiative a draft Structure Plan has been prepared. It has notified for public feedback.
C5	No action is being undertaken on this growth cell.
C6	Zoned deferred residential and earmarked for development post 2035.
C7	Large lot residential approximately 20% developed
C8	No Structure Plan. Earmarked for residential development post 2035. Due to stormwater management issues, a half of the cell could be large lot residential.
C9	Industrial zoned. Approximately only 15% developed. Council is providing water and wastewater connections to this area currently
C10	Undeveloped deferred industrial zoned. The area is expected to begin to be developed in the short term. The area will be serviced with Council infrastructure through the C8 growth cell.
C11	Identified for industrial development, a structure plan has been approved for the 60ha Bardowie portion of the cell. Within this structure plan 35ha, is currently being stage developed to accommodate the new APL manufacturing facility.

HAMILTON AIRPORT GROWTH CELLS



GROWTH CELL	STATUS UPDATE
Titanium Park	Airport business zoned with structure plan. Approximately 45% is developed. Development is currently constrained by limited Council provision of water and waste water services to the entire Airport node.
Meridian 37	Industrial zoned approximately 35% developed.
Montgomery Block	Airport business zoned. A structure plan is being prepared for this undeveloped block.
Montgomery Block extension	Rural zoned. Anticipated for development post 2035.

KARĀPIRO GROWTH CELLS



GROWTH CELL	STATUS UPDATE
K1	Zoned deferred large lot residential. Although there is no structure plan for this cell, is approximately 40% developed. This cell is earmarked for current development
K2	Zoned deferred large lot residential. This cell is earmarked for development post 2035

NGAHINAPOURI GROWTH CELLS



GROWTH CELL	STATUS UPDATE
N1	Zoned large lot residential. There is developer led structure plan for this cell and development can proceed on this currently undeveloped farm land
N2	Zoned deferred large lot residential, this cell is earmarked for development subject to landowner and developer interest and meeting the requirements for uplifting the deferred zone status
N3	Zoned deferred large lot residential. This cell is earmarked for development after 2035

OHAUPŌ GROWTH CELLS



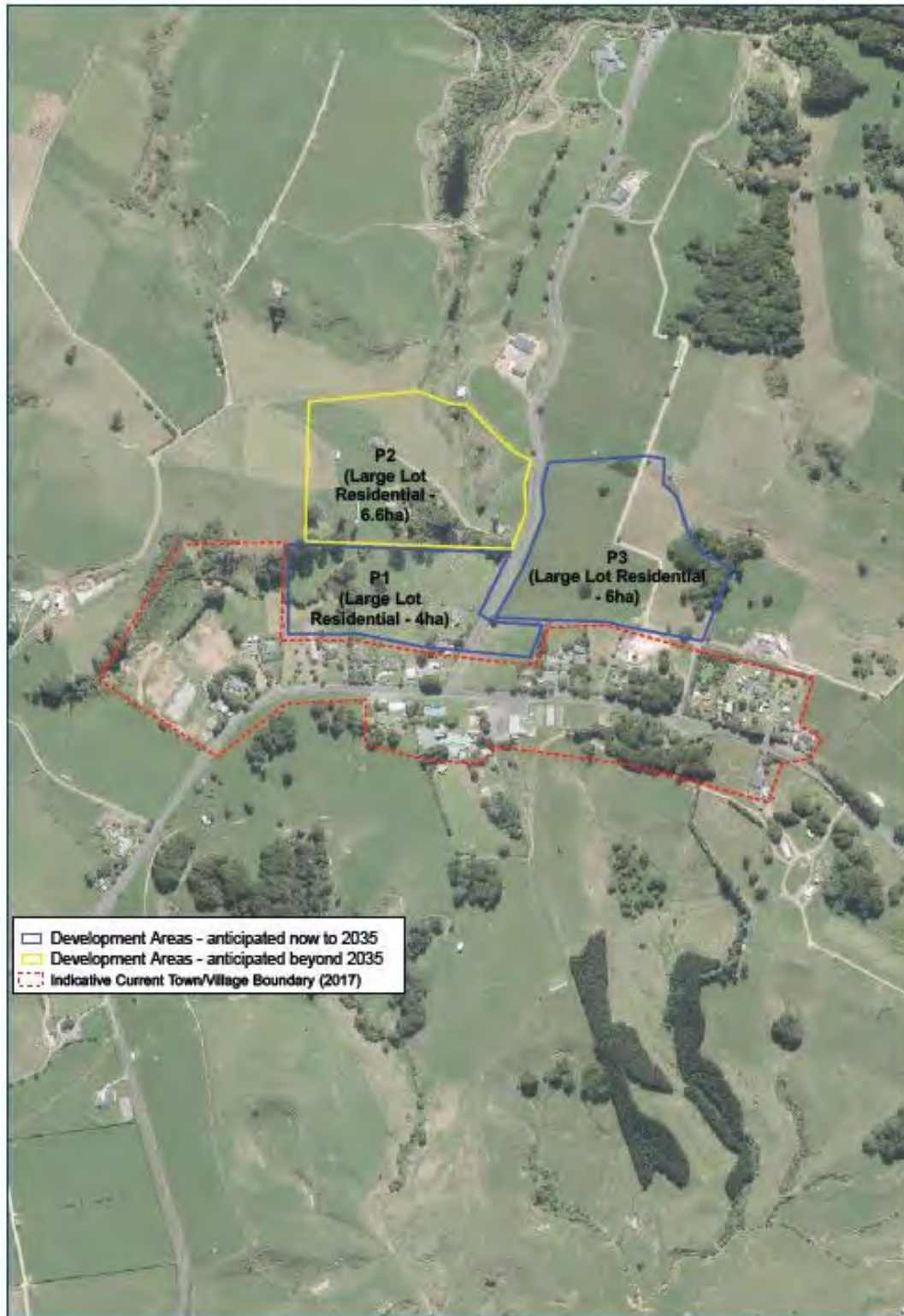
GROWTH CELL	STATUS UPDATE
O1	This cell is zoned large lot residential with a structure plan and is approximately 85% developed.
O2	Zoned deferred large lot residential, this cell is earmarked for development post 2035.
O3	Zoned deferred large lot residential, this cell is earmarked for development post 2035.
O4	Zoned deferred large lot residential, this cell is earmarked for development post 2035.

PIRONGIA

There is no staging of growth areas within Pirongia as all growth has been identified as being within the current town boundaries.



PUKEATUA GROWTH CELLS



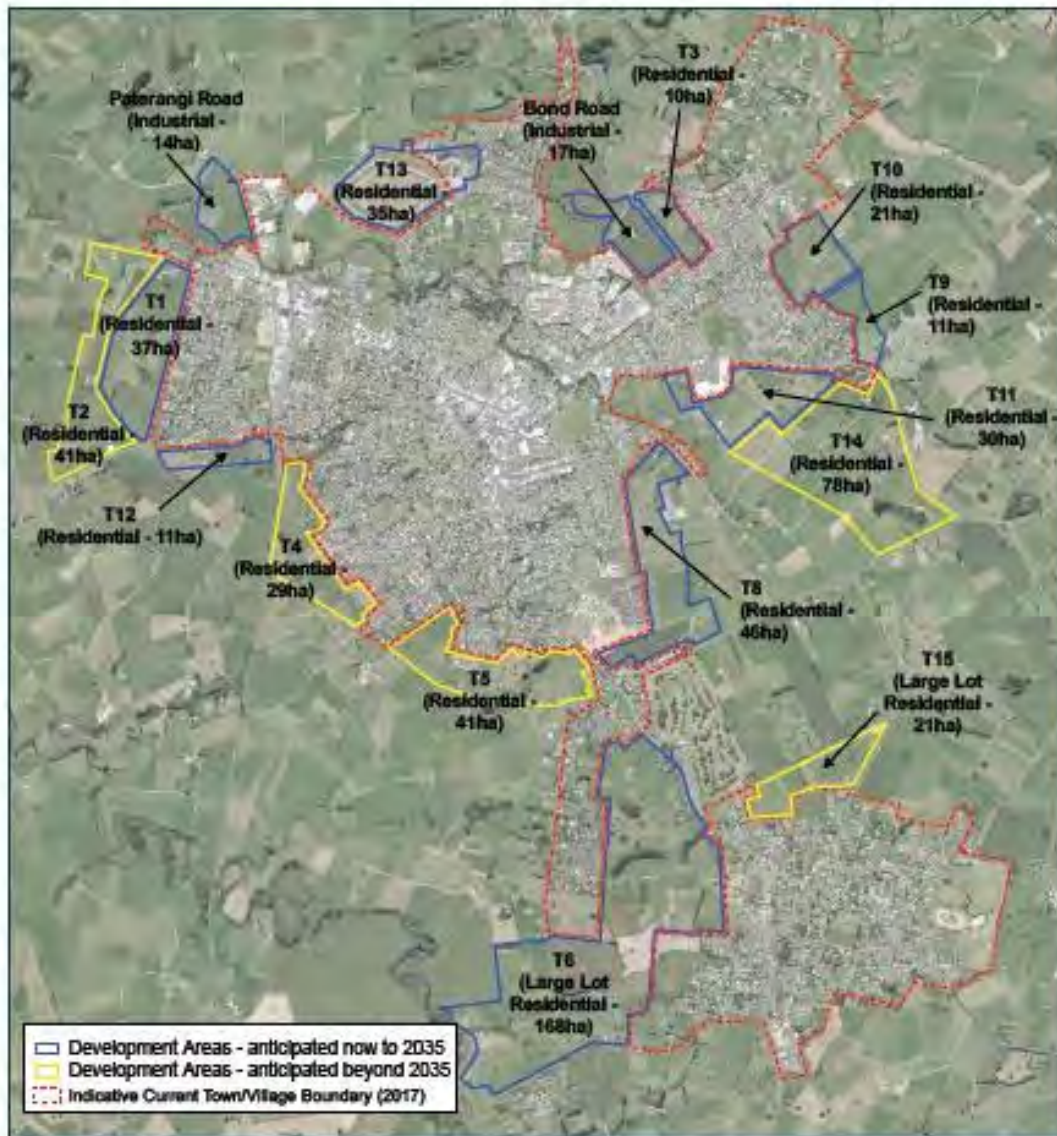
GROWTH CELL	STATUS UPDATE
P1	Zoned deferred large lot residential, this undeveloped cell is available for development subject to landowner and developer interest and meeting the requirements for uplifting the deferred zone status.
P2	Zoned deferred large lot residential, this cell is earmarked for development post 2035.
P3	Zoned deferred large lot residential, this undeveloped cell is available for development subject to landowner and developer interest and meeting the requirements for uplifting the deferred zone status.

RUKUHIA GROWTH CELLS



GROWTH CELL	STATUS UPDATE
R1	Zoned deferred large lot residential, this largely undeveloped cell is available for development currently subject to landowner and developer interest and meeting the requirements for uplifting the deferred zone status.
R2	Zoned deferred large lot residential, this undeveloped cell is available for development currently subject to landowner and developer interest and meeting the requirements for uplifting the deferred zone status.
R3	Zoned deferred large lot residential, this undeveloped cell is available for development currently subject to landowner and developer interest and meeting the requirements for uplifting the deferred zone status.
R4	Zoned deferred large lot residential, this cell is earmarked for development post 2035.
R5	Zoned deferred large lot residential, this cell is earmarked for development post 2035.

TE AWAMUTU AND KIHIKIHI GROWTH CELLS



GROWTH CELL	STATUS UPDATE
T1	Has a development plan and is zoned residential. This entire growth cell is currently being developed.
T2	Zoned deferred residential however a private plan change is expected in 2020.
T3	Zoned deferred residential, this growth cell is earmarked for development after 2035.
T4	Zoned deferred residential, this growth cell is earmarked for development after 2035.
T5	Zoned deferred residential, this growth cell is earmarked for development after 2035.
T6	Zoned for deferred large lot residential, this growth cell has a Council approved structure plan and is now available for landowners and developers to submit resource consent applications for its development. Depending upon the extent of developer interest there will probably need to be a services agreement with the Council regarding securing supporting road and stormwater management infrastructure.
T8	Most of this growth cell has an approved structure plan and is now zoned residential. Stage 1 and approximately 30% of the growth cell is currently being developed.
T9	This growth cell is zoned residential and has an approved structure plan. Approximately 50% is currently being developed for housing.
T10	This growth cell is zoned deferred residential and is likely to be developed after 2035.
T11	Zoned deferred residential, with a Council endorsed structure plan. Landowners and developers are expected to proceed with resource consent applications for the subdivision and upliftment of the deferred zoning to develop housing in this growth cell.
T12	Zoned deferred residential, development is not anticipated until after 2025. Approximately 50% of the cell has existing residential development.
T13	Zoned deferred residential, this growth cell is unlikely to be developed until after 2035.
T14	Zoned deferred residential, this growth cell is unlikely to be developed until after 2035.
T15	Zoned deferred large lot residential, a development plan is being prepared for much of this growth cell by the majority land owner who is keen to proceed with subdivision.

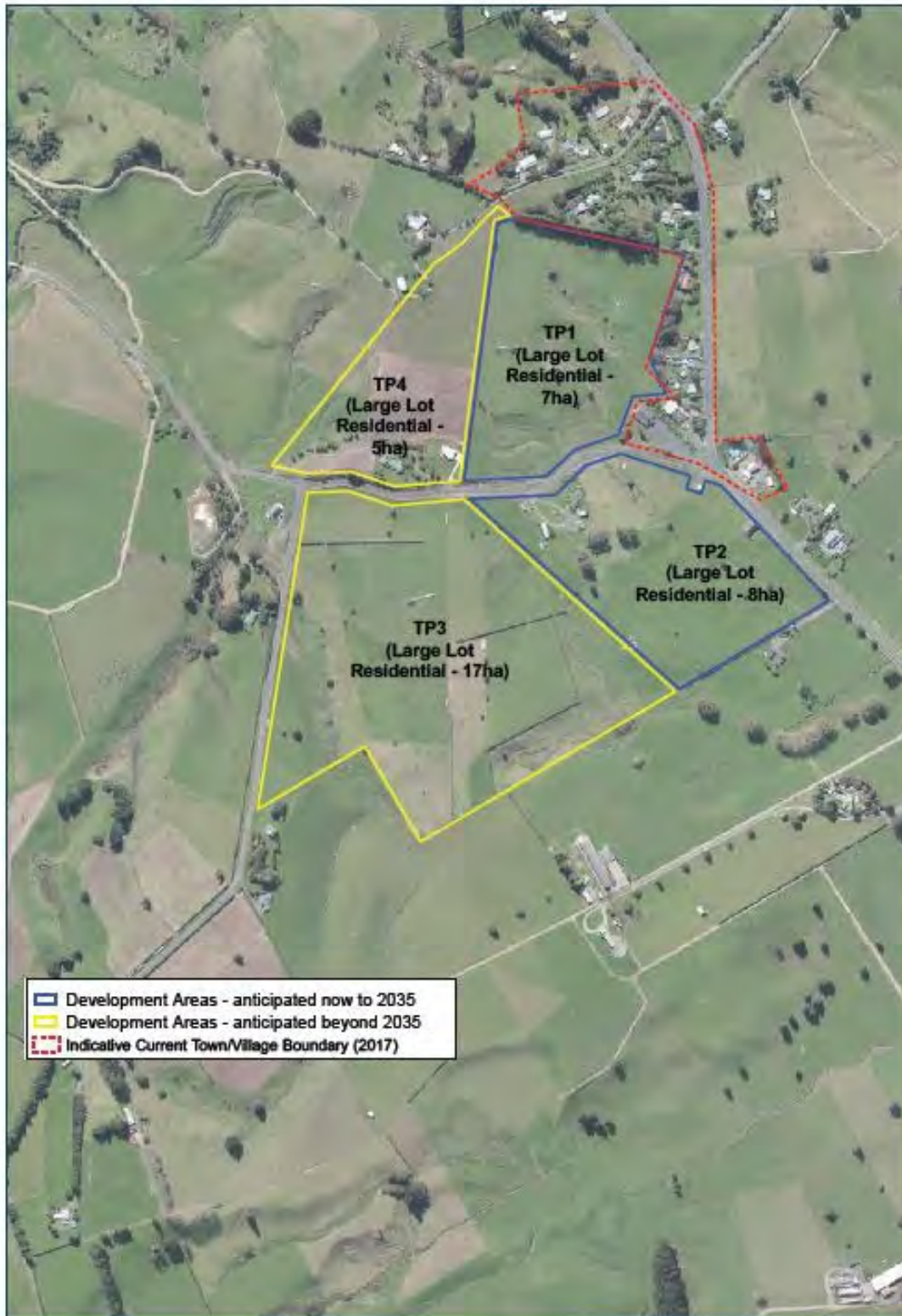
GROWTH CELL	STATUS UPDATE
Bond Road	Zoned for industrial development, a development plan has been prepared and this growth cell is being developed currently. Approximately 70% developed.
Paterangi Road	Zoned deferred industrial, an infrastructure plan is being prepared for this undeveloped growth cell to facilitate its development

TE MIRO GROWTH CELLS



GROWTH CELL	STATUS UPDATE
TM1	Zoned deferred large lot residential, this largely undeveloped cell is available for development subject to landowner and developer interest and meeting the requirements for uplifting the deferred zone status
Tm2	Zoned deferred large lot residential, this undeveloped cell is available for development subject to landowner and developer interest and meeting the requirements for uplifting the deferred zone status
TM3	A consent application has been received for the subdivision and upliftment of the deferred status of this cell.

TE PAHU GROWTH CELLS



GROWTH CELL	STATUS UPDATE
TP1	Zoned deferred large lot residential, this undeveloped cell is available for development subject to landowner and developer interest and meeting the requirements for uplifting the deferred zone status.
TP2	Zoned deferred large lot residential, this largely undeveloped cell is available for development subject to landowner and developer interest and meeting the requirements for uplifting the deferred zone status.
TP3	This deferred large lot residential zoned cell is earmarked for development after 2035.
TP4	This deferred large lot residential zoned cell is earmarked for development after 2035.

APPENDIX 2: MAJOR RESOURCE CONSENT APPLICATIONS

Appendix 3: Lodged and in progress					
Number	Applicant/agent	Address	Proposal	Status/key points	Planning/engineering contacts
LU/0215/18	Fonterra Co-Operative Group Limited	140 Laurent Road, Cambridge	To use land for irrigation or Dairy Manufacturing and all associated Waste	Waiting for technical review regarding odour to be completed, then proceed with planner's report on notification.	Sara Brown - BCD
LU/0239/19	J Swap Quarries	Taotaoroa Quarry	Extend existing quarry	Waiting to receive response from applicant following review of the Quarry Management Plan. Once we receive confirmation, Council planner will proceed with planner's report on notification.	Hayley Thomas
LU/0324/19	Cambridge Specialist Centre	21 Hamilton Road, Cambridge	Establish and operate medical centre (gastro-enterology clinic)	Limited notified, 3 submissions received, hearing to be scheduled.	Simone Williams
SP/0036/20	3Ms of Cambridge GP Limited	1863, 1865, 1871 and 1881 Cambridge Road, Cambridge	Subdivision of the c2 Growth cell for public Assets	Consent report being prepared	Hayley Thomas

Appendix 3: Lodged and in progress					
Number	Applicant/agent	Address	Proposal	Status/key points	Planning/engineering contacts
LU/0029/20	AJ McLeod & WD Jacobs	73 Papesch Road, Te Awamutu	Establish and operate a function centre with associated accommodation (Pirongia Pines)	Limited notified, submissions close 7 May 2020.	Victoria Gorter
LU/0057/20	Fonterra Co-Operative Group Limited	308 Fencourt Road, Cambridge	Establish and operate a new wastewater treatment facility	To be publicly notified	Kathryn Drew - BBO

Approved					
Number	Applicant/agent	Address	Proposal	Status/key points	Planning/engineering contacts
LU/0299/19 & SP/0025/20	Sloane Street Limited	1913 Cambridge Road, Cambridge	Medical Facility in the Deferred Residential Zone	Approved	Hayley Thomas
LU/0306/19	Stride Property Limited	16 Wickham Street, Hamilton	Establishment and operation of a refuse and recovery park within the Rural Zone	Approved	Hayley Thomas
LU/0308/19	Land Information New Zealand	Tokanui Hospital and The Crescent, Tokanui Village	Establish two new wastewater pump stations within the Rural Zone	Approved	Hayley Thomas

APPENDIX 3: BUILDING CONSENTS ISSUED

JANUARY 2020												
Project Type*	Cambridge	#	Kakepuku	#	Maungatautari	#	Pirongia	#	Te Awamutu	#	Total Value	Total No
Pool	\$140,000	3	\$58,000	1			\$132,000	3	\$60,000	1	\$390,000	8
Dwelling	\$13,640,967	28	\$441,000	1			\$2,554,000	5	\$1,567,000	5	\$18,202,967	39
Commercial - Industrial	\$1,018,000	4	\$997,000	1			\$2,180,000	2	\$1,485,000	3	\$5,680,000	10
Implement Shed			\$258,000	3	\$153,600	3	\$92,309	2	\$52,000	1	\$555,909	9
Alterations and Additions	\$348,000	4	\$45,000	1			\$100,000	1	\$250,000	1	\$743,000	7
Garage	\$198,000	5			\$50,000	1	\$47,270	2	\$30,000	1	\$325,270	9
Transportable Dwelling	\$1,354,751	4					\$660,000	3			\$2,014,751	7
Plumbing / Drainage									\$8,000	1	\$8,000	1
Re-Sited Dwelling	\$99,000	1									\$99,000	1
Marquee	\$4,000	1	\$5,000	1					\$1,000	1	\$10,000	3
Solid Fuel Heater							\$2,000	1			\$2,000	1
Grand Total	\$16,802,718	50	\$1,804,000	8	\$203,600	4	\$5,767,579	19	\$3,453,000	14	\$28,030,897	95

FEBRUARY 2020												
Project Type*	Cambridge	#	Kakepuku	#	Maungatautari	#	Pirongia	#	Te Awamutu	#	Total Value	Total No
Commercial - Industrial	\$4,269,000	8			\$250,000	1	\$1,630,000	3	\$495,000	3	\$6,644,000	15
Detached Habitable Building					\$45,000	1					\$45,000	1
Dwelling	\$7,203,396	16			\$2,593,985	6			\$3,380,014	9	\$13,177,395	31
Implement Shed	\$179,660	3	\$156,000	4	\$140,000	2					\$475,660	9
Pool	\$132,000	2			\$45,000	1	\$50,000	1	\$52,200	1	\$279,200	5
Garage	\$183,600	4							\$27,965	1	\$211,565	5
Fence	\$9,430	2					\$5,000	1			\$14,430	3
Transportable Dwelling	\$610,000	2					\$415,000	2			\$1,025,000	4
Alterations and Additions	\$130,000	2					\$61,500	2	\$174,224	3	\$365,724	7
Deck/Pergola			\$30,000	1							\$30,000	1
Retaining Wall									\$500,000	1	\$500,000	1
Re-Sited Dwelling			\$120,000	2			\$195,000	1			\$315,000	3
Plumbing/Drainage							\$2,000	1			\$2,000	1
Solid Fuel Heater							\$4,000	1			\$4,000	1
Grand Total	\$12,717,086	39	\$306,000	7	\$3,073,985	11	\$2,362,500	12	\$4,629,403	18	\$23,088,974	87

MARCH 2020												
Project Type*	Cambridge	#	Kakepuku	#	Maungatautari	#	Pirongia	#	Te Awamutu	#	Total Value	Total No
Dwelling	\$12,413,770	22			\$1,693,931	5	\$1,641,156	3	\$2,691,000	9	\$18,439,857	39
Garage	\$87,400	3	\$26,880	1	\$30,000	1	\$176,468	4	\$171,436	5	\$492,184	14
Commercial - Industrial	\$695,600	5	\$700,000	1	\$3,698,171	2	\$5,150,000	3	\$1,355,000	2	\$11,598,771	13
Alterations and Additions	\$296,500	6	\$140,000	1	\$110,000	1	\$103,500	2	\$200,000	3	\$850,000	13
Transportable Dwelling	\$2,120,294	8					\$445,000	2			\$2,565,294	10
Plumbing/Drainage	\$20,000	3									\$20,000	3
Implement Shed			\$30,500	1	\$70,000	1	\$98,330	3			\$198,830	5
Pool	\$39,800	1			\$99,291	1					\$139,091	2
Retaining Wall	\$24,000	1									\$24,000	1
Carport			\$8,099	1							\$8,099	1
Deck/Pergola	\$38,000	2									\$38,000	2
Solid Fuel Heater	\$9,500	2	\$9,000	2					\$12,614	3	\$31,114	7
Grand Total	\$15,744,864	53	\$914,479	7	\$5,701,393	11	\$7,614,454	17	\$4,430,050	22	\$34,405,240	110

APPENDIX 4: APPLICATIONS DETERMINED BY THE DISTRICT LICENSING COMMITTEE

Applicant name	Associated premises	Licence type
RHODES Anthony Hugh	ALEXANDRA HOTEL	Manager
Leamington Rugby Sports Club Incorporated	Leamington Rugby Sports Club	Special Licence
Kihikihi Polo Club Incorporated	Kihikihi Polo Club	Special Licence
SHARMA BATRA Nitika	Pak n Save Te Awamutu	Managers Certificate
MCFARLANE Paula Jane	PIRONGIA BOWLING CLUB	Managers Certificate
BRIDLE John Alber	Riverside Golf Club	Managers Renewal
RI RA Events Limited	Cambridge Town Hall	Special Licence
TeAwa Lifecare Village Limited	Te Awa Lifecare	On Licence
Cambridge Raceway Limited	Cambridge Raceway	On Licence Variation
Liquid Events Limited	Mystery Creek Events Centre	Special Licence
RedBerry (Cambridge) Limited	Redberry Supermarket	Temporary Authority
Shakira Atherton	STABLES ON ALPHA	Manager Renewal
BOWMAR Diana Lai-Kuang Chow	COSANA	Manager Renewal
MOORE Monique	Tivoli Cinema Limited	Manager Renewal
Profile Farms Limited	Takapoto Estate VARIATION	On Licence Renewal
Caryn's NZ Limited	The Chill House Cambridge	On Licence
Profile Farms Limited	Takapoto Estate	On Licence
Gourmet Delicious Limited	Clementine	On Licence
Taylor Street Limited	The Clubhouse Cafe & Sports Bar	Temporary Authority - ON
Taylor Street Limited	The Clubhouse Cafe & Sports Bar	2nd off temporary Authority
LIST Morgan Holly Jayne	Five Stags Leamington	New Manager
MUNIER Gurjashan Singh	BREWS KIHIKIHI	Manager Renewal
GOSAVI Prathamesh Sadanand	Jet Park Airport Hotel and Conference	Manager Renewal
The Alex Limited	Five Stags	On Licence renewal
The Alex Limited	Five Stags	OFF Licence renewal
MARSH Jareth Nathan	Pak n Save Te Awamutu	Manager Renewal
HALL Susie	Te Awamutu and District Memorial RSA (Inc)	New Manager
SINGH Varinder Pal	Prince Albert Tavern	Manager Renewal

Applicant name	Associated premises	Licence type
Owen Swan	The Woolshed (Graduation)	Special Licence
Te Awamutu Golf Club Incorporated	Te Awamutu Golf Club (Beca Staff Golf Day & FMG Staff Golf Day)	Special Licence
Te Awamutu Golf Club Incorporated	Te Awamutu Golf Club (Commsafe Fundraiser)	Special Licence
GOBLE Michael William	Pak n Save	Managers Renewal
CRAIG Madison Betty Rose	The Alexandra Hotel	New Managers
BAHUGUNA Rajesh	Heart of India Restaurant Limited	New Managers
Sanctury Lodge Maungatautari Limited	OUT IN THE STYX	Temp Auth
Te Pahu Hall Society Incorporated	Te Pahu Hall Fundraiser	Special Licence
KartSport Hamilton Incorporated	Hamilton Kart Club (post racing events)	Special Licence
NAGAPPAN Devipriyaa	INDIAN KOHINOOR	New Managers
BARTOSIAK Nicholas John	TE AWAMUTU BOWLING CLUB	New Managers
NOBILE Lara Lo	Podium	New Managers
ANDERSON Sonya Christine	Coopers Function Centre	New Managers
SNEHAL DUSHYANT MORE	MASONIC HOTEL	New Managers
PATMORE Joanne Shirley	Cambridge Liquorland	New Managers
AISLABIE Megan Georgia	Five Stags Leamington	New Managers
PATEL Ravindra Kumar	Red Berry Supermarket	Managers renewal
Redberry (Cambridge) Limited	REDBERRY SUPERMARKET	New off Licence
Kimberly Louise Blake	Henley Hotel	New Managers

APPENDIX 5: QUARTERLY STATISTICS FOR THE 2019/20 FINANCIAL YEAR

	1 Jul - 30 Sep	1 Oct – 31 Dec	1 Jan – 31 Mar	1 Apr – 30 Jun	Total
Resource consents					
Number of complaints	29	23	40		92
Number of compliance investigations	44	37	54		135
Number of breaches detected	12	8	9		29
Number of abatement notices issued	0	0	0		0
Number of infringement notices issued	0	0	0		0
Number of warning letters issued	12	8	0		20
District Plan					
Number of complaints	87	77	118		282
Number of compliance investigations	87	77	118		282
Number of breaches detected	30	28	25		83
Number of abatement notices issued	0	1	0		1
Number of infringement notices issued	0	0	0		0
Number of warning letters issued	8	28	25		61
Bylaw – vehicle parking					
Parking complaints	95	58	70		223
Infringement tickets	15	19	11		45
Warning letters	25	0	15		40
Bylaw – illegal dumping					
Dumping complaints	25	28	52		105
Infringement notices	0	1	0		1
Warning letters	0	0	0		0
Bylaw – trees overhanging footpath					
Tree complaints	1	16	12		29
Warning letters	1	12	12		25
Bylaw – long grass (fire hazard)					
Long grass complaints	1	0	15		16
Warning letters	1	0	15		16
Resource Management Act / Bylaw - signs					
Illegal signs removed	0	0	0		0

		1 Jul - 30 Sep	1 Oct – 31 Dec	1 Jan – 31 Mar	1 Apr – 30 Jun	Total
Noise						
Excessive noise complaints	Total (all wards)	143	220	200		563
	CB/Maungatautari	70	92	104		266
	TA/Kakepuku	61	100	86		247
	Pirongia	12	28	10		50
Unreasonable noise complaints		10	27	25		62
Abatement notices issued		0	0	0		0
Infringement notices issued		0	0	0		0
Written noise directives issued		12	47	38		97
Verbal noise directives issued		14	22	39		75
Stereo equipment seizures		0	4	0		4
Bylaw – fire and smoke						
Fire and smoke complaints		7	15	14		36
Bylaw – other nuisance complaints						
Nuisance complaints		12	16	49		77
Animal control						
Total complaints and requests for service		1137	830	755		2722
Aggression complaints		16	13	5		34
Attack or bite on animal		15	20	9		44
Attack or bite on child		0	1	0		1
Attack or bite on adult		4	11	3		18
Barking		96	86	144		326
Breach of bylaw	Dog off lead	5	6	3		14
	Fouling in public place	2	0	1		3
	Dog in prohibited area	0	1	1		2
	Multi dogs on property	0	1	0		1
Bin or sign requests / maintenance		2	3	7		12
Rushing in public		6	10	13		29
Dog worrying stock		1	5	0		6
General info / admin		635	354	297		1286
Lost / found dog notifications		66	78	54		198
Welfare		13	8	8		29
Unregistered		7	4	21		32
Wandering		237	201	162		600
Stock on roads / trespassing		32	27	27		86

	1 Jul - 30 Sep	1 Oct – 31 Dec	1 Jan – 31 Mar	1 Apr – 30 Jun	Total
Other (e.g. classified dogs)	0	1	0		1
Animal control – Dogs					
Registered (total)	8132	8343	8529		8529
Un-registered (total)	417	257	190		190
Impounded	107	85	51		243
Re-homed ²	10	4	4		18
Claimed ²	85	71	40		196
Euthanized ²	12	9	3		24
Stolen / escaped	0	0	1		1
In pound / foster care at end of quarter	15	1	3		3
Menacing dog classification (total)	119	118	128		128
Dangerous dog classification (total)	8	6	7		7
Infringement notices issued	25	16	24		65
Food and health premises					
Food / premises complaints	8	3	9		20
Registered food control plans (total)	246	250	251		251
Registered national programs (total)	30	49	48		48
Outstanding food and health premises registrations / inspection fees (total)	4	2	2		2
Food Act audits	61	34	36		131
Non-compliances	0	0	0		0
Infringements	0	1	0		1
Improvement/other notices	4	2	0		6
Registered health premises	80	80	81		81
Health premises inspections	5	8	1		14
Alcohol licensing					
Licensed Premises Complaints	1	1	2		4
Premises visits (excluding CPO)	16	13	24		16
Controlled purchase operations (CPO) ³					
- Premises visited	0	13	0		13
- Premises with breaches detected (selling alcohol to minors)	0	4	0		4
Check food availability operation ⁴					

² Provisional figures pending outcome of dog registration process /dogs currently impounded.

³ Operations in conjunction or undertaken by NZ Police and/or DHB.

⁴ Operations in conjunction or undertaken by DHB.

	1 Jul - 30 Sep	1 Oct – 31 Dec	1 Jan – 31 Mar	1 Apr – 30 Jun	Total
- Premises visited	0	0	0		0
- Premises with breaches detected	0	0	0		0
Number of current on-licences	68	70	74		74
Number of current off-licences	32	32	32		32
Number of current club licenses	30	30	31		31

APPENDIX 6: YEAR ON YEAR STATISTICS

	2016/17	2017/18	2018/19	2019/20 YTD
Resource consents				
Number of complaints	63	121	120	92
Number of compliance investigations	104	171	160	135
Number of breaches detected	9	35	51	29
Number of abatement notices issued	1	2	0	0
Number of infringement notices issued	0	0	0	0
Number of warning letters issued	9	33	51	20
District Plan				
Number of complaints	250	319	376	282
Number of compliance investigations	195	319	376	282
Number of breaches detected	50	44	122	83
Number of abatement notices issued	0	4	2	1
Number of infringement notices issued	0	0	0	0
Number of warning letters issued	50	40	32	61
Bylaw – vehicle parking				
Parking complaints	285	368	347	223
Infringement tickets	96	291	173	45
Warning letters	101	211	181	40
Bylaw – illegal dumping				
Dumping complaints	134	120	112	105
Infringement notices	2	4	2	1
Warning letters	1	0	0	0
Bylaw – trees overhanging footpath				
Tree complaints	58	33	24	29
Warning letters	33	14	23	25
Bylaw – long grass (fire hazard)				
Long grass complaints	27	56	3	16
Warning letters	25	23	2	16
Resource Management Act / Bylaw - signs				
Illegal signs removed	9	0	0	0

		2016/17	2017/18	2018/19	2019/20 YTD
Noise					
Excessive noise complaints	Total (all wards)	888	928	789	563
	CB/Maungatautari	459	478	364	266
	TA/Kakepuku	379	415	375	247
	Pirongia	52	35	53	50
Unreasonable noise complaints		77	92	56	62
Abatement notices issued		0	0	0	0
Infringement notices issued		0	0	0	0
Written noise directives issued		39	20	73	97
Verbal noise directives issued		192	109	67	75
Stereo equipment seizures		0	1	4	4
Bylaw – fire and smoke					
Fire and smoke complaints		157	83	90	36
Bylaw – other nuisance complaints					
Nuisance complaints		63	104	72	77
Animal control					
Total complaints and requests for service		4837	5009	4295	2722
Aggression complaints		91	91	64	34
Attack or bite on animal		46	85	59	44
Attack or bite on child				2	1
Attack or bite on adult				14	18
Barking		80	546	476	326
Breach of bylaw	Dog off lead	37	15	11	14
	Fouling in public place	11	8	3	3
	Dog in prohibited area	8	3	2	2
	Multi dogs on property	3	8	6	1
Bin or sign requests / maintenance		12	24	18	12
Rushing in public		10	38	47	29
Dog worrying stock		48	13	5	6
General info / admin		2556	2514	2038	1286
Lost / found dog notifications		307	354	321	198
Welfare		27	48	37	29
Unregistered		71	57	48	32
Wandering		1049	1080	989	600

	2016/17	2017/18	2018/19	2019/20 YTD
Stock on roads / trespassing	134	161	124	86
Other (e.g. classified dogs)	0	1	5	1
Animal control – Dogs				
Registered (total)	4837	8229	8561	8529
Un-registered (total)	-	76	135	190
Impounded	440	477	466	243
Re-homed ⁵	32	28	35	18
Claimed ⁵	342	359	389	196
Euthanized ⁵	45	53	35	24
Stolen / escaped	2	0	1	1
In pound / foster care at end of year	15	4	4	3
Menacing dog classification (total)	95	113	118	128
Dangerous dog classification (total)	5	6	8	7
Infringement notices issued	133	148	121	65
Food and health premises				
Food / premises complaints	34	19	15	20
Registered food control plans (total)	118	264	241	25
Registered national programs (total)			54	4
Outstanding food and health premises registrations / inspection fees (total)	0	12	9	2
Food Act audits	177	91	224	131
Non-compliances	Not recorded separately.	Not recorded separately.	7	0
Infringements	Not recorded separately.	Not recorded separately.	2	1
Improvement notices	Not recorded separately.	Not recorded separately.	3	6
Registered health premises	261	74 ⁶	80	8
Health premises inspections	39	6	15	14
Alcohol licensing				
Inspections of Licensed Premises	Not recorded separately.	80	63	4

⁵ Provisional figures pending outcome of dog registration process /dogs currently impounded.

⁶ This figure is reduced due to changes in reporting. Food and health premises are now recorded separately.

	2016/17	2017/18	2018/19	2019/20 YTD
Controlled purchase operations (CPO) ⁷				
- premises visited	20	18	16	13
- premises with breaches detected (selling alcohol to minors)	1	0	3	4
Food availability operators				
- Premises visited	0	0	0	0
- Premises with breaches detected	0	0	0	0
Number of current on-licences	62	63	66	74
Number of current off-licences	31	31	32	32
Number of current club licenses	29	29	31	31

⁷ Operations in conjunction or undertaken by NZ Police and/or DHB.

APPENDIX 7: SUBMISSION SUBMITTED ON BEHALF OF COUNCIL

- Transforming the resource management system: opportunities for change
- Landfill Levy Changes
- Fire & Emergency NZ Funding Review
- Land Transport (NZTA) Legislation Amendment Bill
- Urban Development Bill
- Taumata Arowai – Water Services Regulator Bill
- Infrastructure Funding & Financing Bill
- Proposed NES for the Outdoor Storage of Tyres
- NPS for Indigenous Biodiversity
- Burial & Cremations Act 21964 reforms



To: The Chairperson and Members of the Service Delivery Committee
From: Manager Water Services
Subject: **Water Services Quarterly Report**
Meeting Date: 19 May 2020
File Reference: 004.06

1 Executive Summary

The purpose of this report is to provide information on the activities pertaining to the Water Services Team's activities for January 2020 to March 2020. This report contains matters that are of a purely administrative nature, or information that does not require a decision from Council. As such, this report does not address any matters that are significant in terms of Council's obligations as set out in the Local Government Act 2002.

This quarter has been a challenging and busy time for the Water Services Team. The drought and very low stream flow and dam level at the Te Tahi water source led to Water Alert Level 4 for Te Awamutu and Pirongia. Above capacity demand in the Pukerimu supply also led to Water Alert Level 4.

This put increased pressure on the Networks Team to deliver sufficient drinking water, manage demand, and respond to and repair any leaks urgently. The Team did an excellent job in very trying circumstances. With the recent change in the weather, and careful management, the dam has returned to normal levels, and although the stream is still at a low flow, the Water Alert Levels were relaxed to Level 2 and are now returned to no Alert Levels as demand significantly reduced. Demand at Pukerimu has reduced so Alert Levels have also been removed there.

Having been challenged and kept busy with the drought, along came the Covid-19 event. We have changed our operational practices to ensure essential workers are working safely with the risks around Covid-19. To ensure we have adequate cover,

onsite training has been activated to train four more staff in the basics and essentials of water and wastewater treatment. This provides a level of contingency in case any of our staff were affected by the virus.

We have only been responding to emergency situations during the Covid-19 Alert Level 4; major leaks, “no water” situations or wastewater overflows. Compliance monitoring has been continued by our Shared Services partners. With major upgrades at both Wastewater Treatment Plants underway, this has led to increased site presence to ensure the plants continue to operate well.

For this reporting period (and financial year to date), the treatment plants are compliant for both Bacteria and Protozoa.

Reticulation zones are fully compliant for this reporting period. However, audits have identified two non-compliances for the Pukerimu scheme in July and October. The in-house audit identified that an inadequate number of E.coli and Total Coliform samples were scheduled for the months of July and October. The zone could achieve compliance from November onwards, however, is likely to be marked as non-compliant for the entire year.

Procedures are being reviewed to ensure this error does not occur moving forward, but does demonstrate the value of undertaking audits to give assurance around compliance and to provide opportunities to improve our services.

The Three Waters Master-Planning project has been completed with the draft report currently being reviewed. This is a major achievement and places the Council in a good position to understand the requirements for waters infrastructure over the next 30 years. Along with the Three Waters models that will guide the need for future water infrastructure to service growth; both new assets and capacity of existing assets that connect to growth cells.

With the recent transition of Waikato District Council water services to Watercare, The Waikato District Council has decided to exit the Shared Services arrangement. The termination agreement is currently being discussed between the three parties.

The Water Services Team, and how we deliver for current and future demands has been assessed, and a Team restructure is planned over the next quarterly reporting period.

2 Recommendation

That

- a) *The information contained in the report (document number 10386879) of Martin Mould, Manager Water Services, be received.*

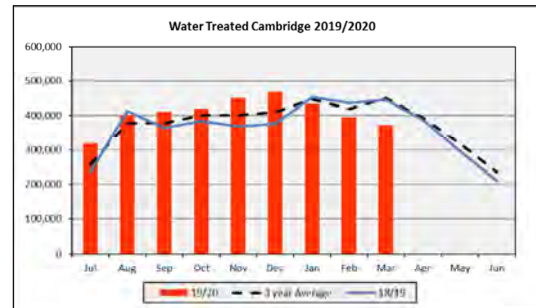
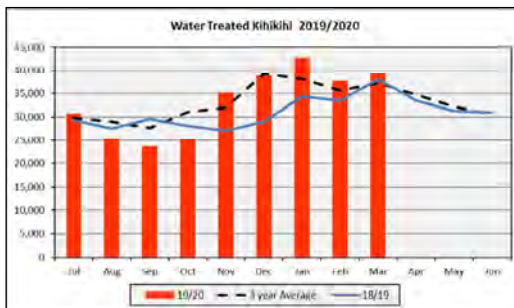
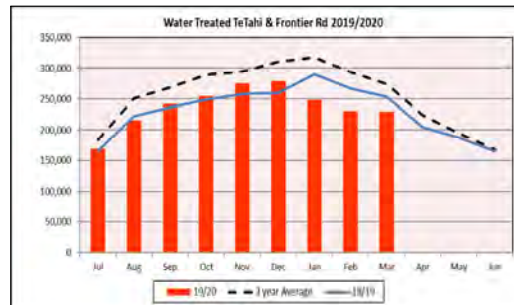
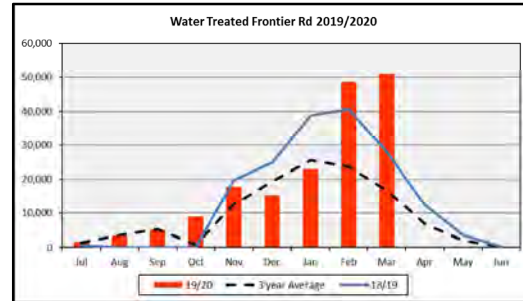
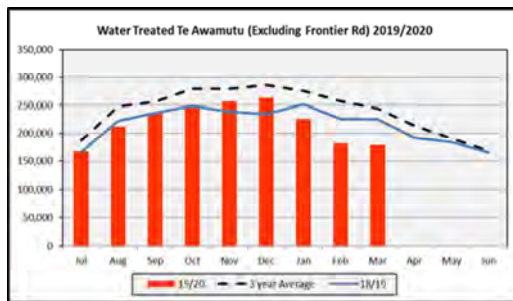
3 Financials

Reported to Council separately through the Finance and Corporate Committee.

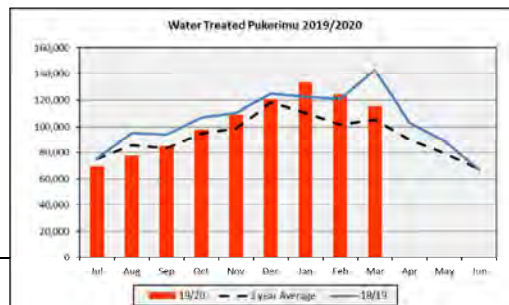
4 Water Demand

4.1 Current Demand – Water Production

The first quarter of 2020 has been particularly challenging from a water demand perspective. The trends shown below reflect the increase in water demand in each of the schemes leading up to the implementation of the water Alert Levels (see section 5.3), which then showed a positive change in the behaviours resulting in a reduction in water demand.



See below for Cambridge consumption



Notes on trends

Water consumption in Cambridge has had to be partially estimated for this quarter. Due to the consumers on the Hicks Spring line being transferred to the new line supplied by the Karapiro Water Treatment Plant, previous reports included the full flow from Hicks Road Spring although most consumers were connected to the new supply.

The process of changing consumers over to the new line supplied from Karapiro Water Treatment Plant began in approximately July 2019. However, as there is no flowmeter recording the daily change in consumption, we had to continue using the total take from the Springs in the reporting. Apart from four properties, all other consumers had been transferred over by the beginning of January 2020. The average daily consumption for the remaining users on the Hicks line is 105 m³. While we are still officially taking all the Spring's water, the majority is returning to the stream via the overflow at the Balance Tank. This overflow point does not have a flowmeter.

5 Demand Management Activities

5.1 Water Management Plan (WMP)

A District Wide Water Management Plan has been finalised and completed, which includes an update to the district's Drought Management Plan. The plan was submitted to Waikato Regional Council in April 2020 to satisfy water take consent conditions.

5.2 Education Campaign

Water Meters:

- “High water user” letters are triggered by a review of water consumption for each quarter. The Revenue Team compares water consumption between current and previous quarters for each property and if there are significant differences, a letter is sent. This letter encourages the occupiers to check for possible leakage.

Table 1: Breakdown of high water user letters sent across the district for the quarter.

Water Scheme	Jul - Sept 2019	Oct – Dec 2019	Jan – Mar 2020	High usage letters status
Cambridge	191	168	268	Increase Billed in February 20
Kihikihi, Te Awamutu & Pirongia	106	135	118	Decrease Billed in Jan 20
Pukerimu & Ohaupo	26	27	24	Decrease Billed in March 20
Water audits (across the district)	34	33	23	Water audit suspended from 21/3/20, until further notice, due to COVID-19 restrictions.

- The Water Auditor position assisted the Demand Management Officer to deal with water restriction queries and complaints throughout the summer, meter issues and leaks. This included visits with businesses to support them through the drought.

5.3 Summer Campaign

- Waipa initiated Water Alert restrictions later than previous years this summer, and these were implemented on a scheme-by-scheme basis as required (see Table 2).
- This is the highest number of Alert Level changes we have ever completed in one season.
- Water supply availability was severely impacted this year, and drought was declared in February across the Waikato Region (note the last declared drought was in the 2012/13 summer season). No rainfall was received in December through to February across the district, and only 5mm was received in March at Te Tahi.
- Water Alert Level 4 was implemented on 12 February 2020 in a drastic attempt to drive down demands to prolong the very limited water held in storage (Te Awamutu scheme) and ease pressures of plant operating capacities (Pukerimu scheme). This is the first time this Alert Level has ever been reached in Waipa.
- Alert Level 1 was implemented across Cambridge and Kihikihi at these times as well due to drought conditions, low Waikato River levels, and increased pressure on the Cambridge schemes due to bulk water filling, which ceased in Te Awamutu and was redirected to Cambridge.
- Water supply availability was of major concern in the Te Awamutu scheme this summer.
- Increased demands due to the mainly rural supply scheme (and effects of hot weather and drought on agriculture), were the main drivers in the Pukerimu scheme this summer.

Table 2: Water Alert Level changes district-wide in the 2019-20 summer alert season

Date	Alert Level	Area
20 January 2020	Alert Level 1	Te Awamutu and Pukerimu
31 January 2020	Alert Level 3	Te Awamutu and Pukerimu
12 February 2020	Alert Level 4	Te Awamutu and Pukerimu
12 February 2020	Alert Level 1	Cambridge and Kihikihi
25 March 2020	Alert Level 2	Te Awamutu and Pukerimu
25 March 2020	Alerts lifted	Cambridge and Kihikihi
1 May 2020	Alerts lifted	Te Awamutu and Pukerimu

5.4 Water Alert Tool

This was introduced in January to help Waipa residents look up the water Alert Level that applied to their address, as there was some, as the Alert Levels were applied by scheme, not as a blanket across the whole district.

https://vega.intramaps.co.nz/IntraMaps/MapControls/Waip/Generic90/index_wat_eralert.html

Month	Number of hits
January	376
February	2684
March	829
April	214
May	7

6 Levels of Service & Performance Measures

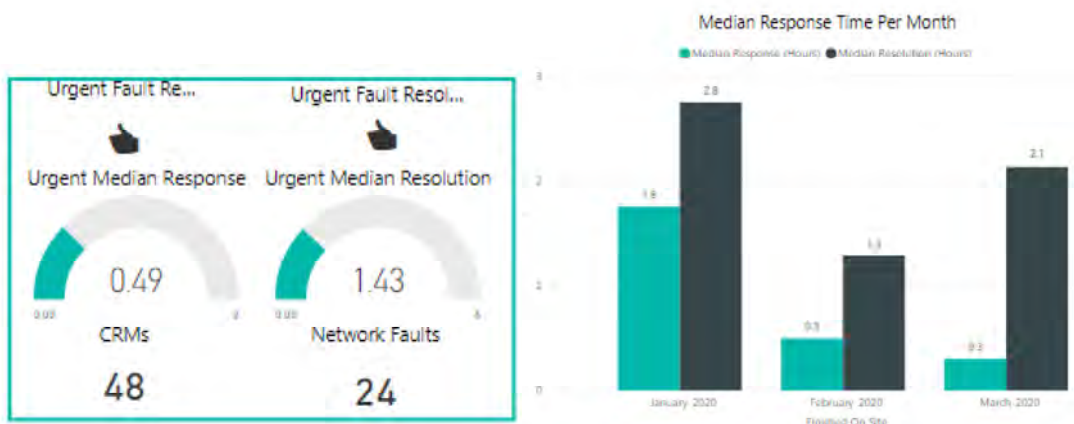
At 11:59 on Wednesday, 25 March 2020, New Zealand went into Level 4 Covid-19 lockdown. As a consequence of this, only urgent network failures were being responded to. This was the case for four weeks, and ended at 11:59 on Monday, 27 April 2020. This will have impacted the levels of service but will most likely be seen in the statistics for the April – July report.

The Customer Request based measures shown below are part of the Department of Internal Affairs (DIA) Non-Financial Performance Measures.

6.1 Water

Urgent Water Network Faults

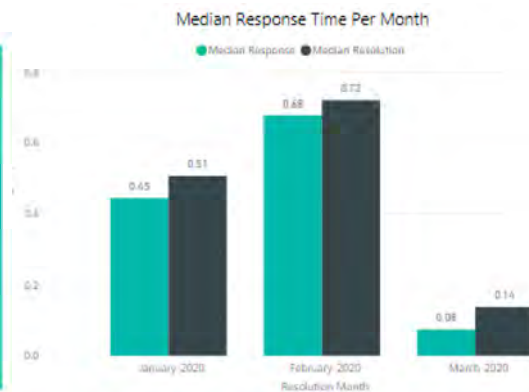
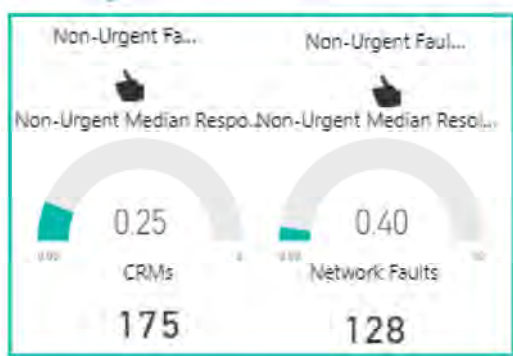
Median response and resolution time (hours) for call-outs in response to a fault of unplanned interruption to the network: urgent



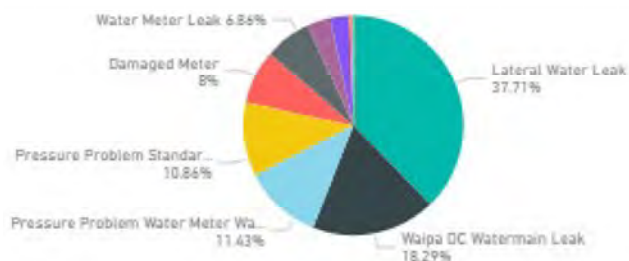
Non-Urgent Water Network Faults

Median response and resolution time (days) for call-outs in response to a fault of unplanned interruption to network: non-urgent

Sensitivity: General

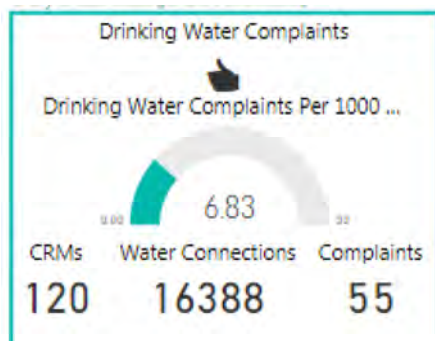


Categories

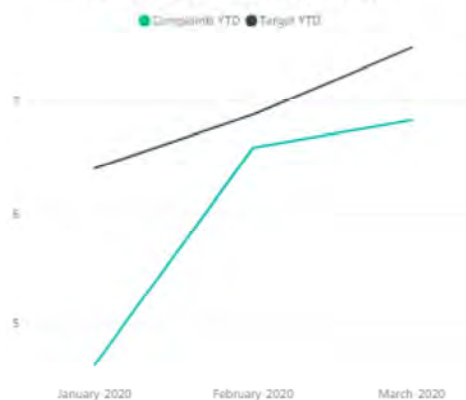


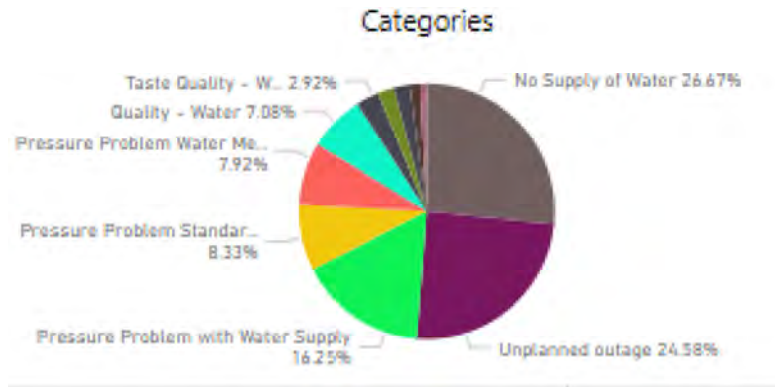
Drinking Water Complaints (Per 1000 Connections)

The total number of complaints received about any of the following: odour, system faults, blockages, and response to any of these issues (per 1000 connections)



Complaints Per 1000 & Target (YTD)





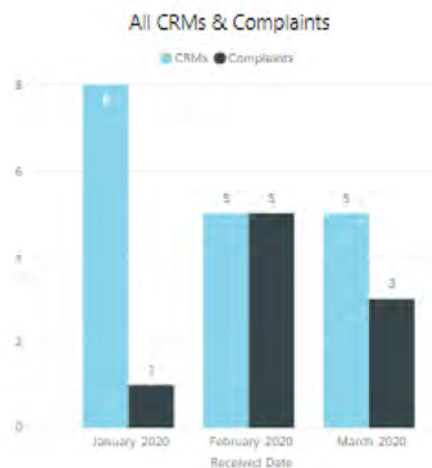
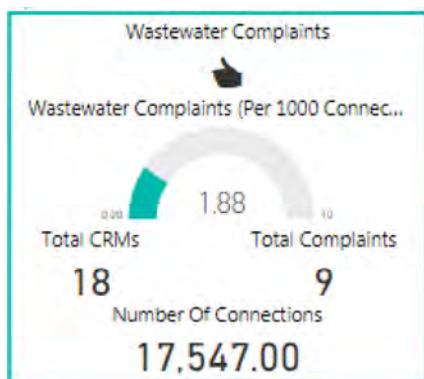
A sharp increase in complaints was experienced in January and February of this year. This was due to the unprecedented move to Alert Level 4 during the very dry summer. To manage water use the reticulation was managed by lowering the pressure in some areas to minimise water waste. This resulted in a number of issues with no water, but this was managed over time and ensured there was enough water preserved in the raw water storage dam to mitigate the need for a more extreme response.

6.2 Wastewater - Dry Weather Sewerage Overflows and Response to Call Outs

During this period there were no overflows or calls to respond to issues. The majority of complaints relate to odour issues at Taylor's Road, Vogel Street and Alpha Street in Cambridge.

Wastewater Complaints (Per 1000 Connections)

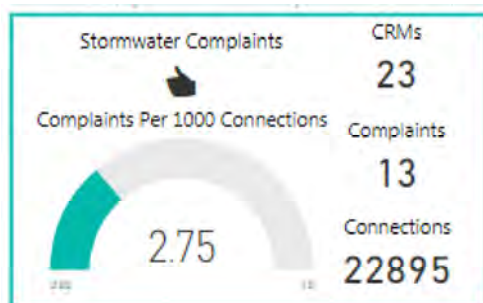
The number of complaints received about any of the following: odour, system faults, blockages, and the response to any of these issues



6.3 Stormwater

Stormwater Complaints (Per 1000 Connections)

The number of complaints received about the performance of the stormwater system (per 1000 connections)



6.4 Flooding Events (including Habitable Floors Affected)

There were no events during this period.

6.5 Compliance – Drinking Water Standards July is the start of the Compliance year

Water Supply Drinking Water Standards (KPI Measures) – Treatment Plants

Treatment Plants		Bacterial Compliance												
		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Cambridge	Alpha St	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes				Yes
	Hicks Rd	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes				Yes
	Karapiro	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes				Yes
Te Awamutu & Pirongia	Te Tahī	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes				Yes
	Frontier Rd	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes				Yes
Kihikihi	Rolleston St	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes				Yes
Ohaupo & Pukerimu	Parallel Rd	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes				Yes
Commentary	All requirements of the Drinking Water Standards, bacterial compliance were met for the water treatment plants													

Treatment Plants		Protozoa Compliance												
		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Cambridge	Alpha St	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes				Yes
	Karapiro	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes				Yes
Te Awamutu & Pirongia	Te Tahī	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes				Yes
	Frontier Rd	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes				Yes
Kihikihi	Rolleston St	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes				Yes
Ohaupo & Pukerimu	Parallel Rd	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes				Yes
Commentary	All requirements were tested and met compliance													

Water Supply Drinking Water Standards (KPI Measures) – Reticulation Zones

Reticulation Zones		Bacterial Compliance												
		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Cambridge		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes				Yes
Karapiro Village		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes				Yes
Kihikihi		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes				Yes
Maungatautari		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes				Yes
Ohaupo		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes				Yes
Pirongia		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes				Yes
Pukerimu		No*	Yes	Yes	No**	Yes	Yes	Yes	Yes	Yes				No
Te Awamutu Township		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes				Yes
Commentary:	Recent in-house audit identified an inadequate number of E.coli and Total Coliform samples were scheduled for the month of July and October. The zone could achieve compliance from November onwards, however, is likely to be marked as non-compliant for the entire year. Procedures are being reviewed to ensure this error does not occur moving forward.													

Wastewater Consent Compliance (KPI Measures)

	Target	YTD
Abatement Notices	0	2
Infringement Notices	0	0
Enforcement Orders	0	0
Convictions	0	0
Commentary:	Two Abatement Notices received for Cambridge Wastewater Treatment Plant which are currently being responded to with works to address the issues raised.	

Stormwater Consent Compliance (KPI Measures)

	Target	YTD
Abatement Notices	0	0
Infringement Notices	0	0
Enforcement Orders	0	0
Convictions	0	0
Commentary:	No notices, orders or convictions related to stormwater consent compliance.	

7 Risk Management

7.1 Health & Safety Assessments and Events

- Safety assessments have been completed across all contracts and activities managed within the Waters Services Team. All assessments found that practices are compliant, but that a list of risks for the Team needs rationalising to identify the highest risks to enable greater focus on these.
- There have been concerns raised with our contractors and their approach to confined space entry processes. These included monitoring for hydrogen sulphide gas where breathing apparatus was required.
- External investigations were commenced at three sites. These related to where a member of the public was exposed to an unprotected pothole at a work site, a road-side pole was hit by a work vehicle, and a diesel spill occurred on a work site. Investigations are undertaken wherever an incident has occurred (irrespective of whether an injury occurred) so that any learnings can be identified and improvements implemented.

7.2 Health & Safety – initiatives

- Two Safety/Hazard Alerts have been issued to notify staff of increased risks in the workplace.
- The Team has reviewed their list of health and safety risks and created a “Top 6 Risks”. These top six are based on health and safety priorities over the various audits now being undertaken. Once these are sufficiently mitigated or eliminated there will be a review of the next critical six risks.
- A permit to work procedure (ensuring appropriate competence of staff or suppliers entering sites) covering high risk tasks has been developed and is in the process of consultation stage. This will be implemented as an induction type process which must be completed before staff or suppliers are allowed to work on sites.

- New measures have been put into place to protect staff during the Covid-19 response, including responding only to emergency/urgent events during the Level 4 lockdown and physical distancing measures.
- Regular health and safety meetings take place to facilitate good work practices across the service and to make improvements to the written processes.
- The current Job Safety Analyses (JSAs) are being reviewed.

8 Activity Management

8.1 Asset Planning

Renewals

In the coming three months the Assets Team will be running the 2020/2021 renewals profiles for all the Three Waters. Every year the pipe renewals profile identifies pipes in poor condition within archaeological or culturally sensitive sites, or pipes that are in poor condition that are within private property. These poor condition pipes in the past have been parked in the 'too difficult' basket. This year, with time now available, the Water Assets Team is able to properly plan and will endeavour to include these more challenging pipe renewals within the 2020/2021 pipe renewals scopes.

Three Waters Master Planning

The Three Water Master planning is progressing very well with completion tracking as planned by the end of February 2020. A Three Water Master Plan Base Line Report has been issued that identifies issues and trigger points across the Three Waters over the next 30 years. The main headlines from the report are that additional water reservoir capacity will be required in Cambridge; emergency storage at our wastewater pump stations will start to become limited; and the stormwater network will require some significant upgrades to accommodate climate change. These problem statements have been converted into Business Cases with cost estimates currently being worked through for different options and scenarios. A GIS layer is in the early stages of development and will ultimately identify the Three Waters future projects that will align with the projects within the Long Term Plan.

Storm Water Model Update

The stormwater model update is also progressing well with the model completed to an unverified level of detail, and independently peer reviewed. The next stage is to verify the stormwater model which will require level surveys to be undertaken across the district to refine the levels of potential flood hazards, and to improve upon the accuracy of the LiDAR survey. This work will be undertaken over the coming 18 months, and the verification stage will unlock the sensitive issue of flood hazards and properties at risk.

8.2 Maintenance & Service Contracts

Water Meter Reading Contract (27-19-06)

Since November 2019, Wells Instrument and Electrical Services Ltd has been appointed to read water meters for Waipa District Council. Meters currently read

include all commercial/industrial and residential customers across the Waipa district. This contract was temporarily suspended during Level 4 lockdown but has resumed at Level 3. Current performance of the contractor is satisfactory.

Stormwater Maintenance Contract (27-19-01)

Since August 2019 Waipa's stormwater maintenance contract has been undertaken by Camex Ltd. This contract was partially suspended during Level 4 lockdown, with only essential work taking place, but has now resumed at Level 3.

The contract includes cyclical inspection and reactive maintenance of our stormwater network, treatment devices and structures, outlets, ponds and swales, and the Council maintained rural drainage network.

Waipa District Water Network Asset Inspections Contract (27-19-35)

Since November 2019, Waipa Civil Ltd has been engaged to inspect assets for Waipa District Council. The 12 months initial stage of this contract aimed for the assessment and general maintenance requirements of 20% of the assets within a 5km radius of Cambridge CBD. This contract was temporarily suspended during Level 4 lockdown but has now resumed at Level 3. At present, contractor performance on this contract is adequate.

8.3 Projects – Water Renewals 2019-2020

27-18-15 District Wide Ridermain Installation 18/21

Three-year contract to carry out installation of rider mains across the district until 30 June 2021. The contract was awarded to Waipa Civil. Contract scope for separable portion B (Financial Year 19/20) has now been completed; two variation works pending due to Covid-19 Alert Level 3. It has been agreed with the contractor that the variation works will be carried out once the Alert Level goes down, as the works involve physically entering private properties for flushing purposes.

27-19-03 District Wide Watermain Renewals 19/21

A two-year contract to carry out watermain replacement across the district. The contract was awarded to Cambridge Excavator Ltd (Camex). The project has been delayed due to Covid-19 Level 4 lock-down. The contractor's health and safety plan to tackle Covid-19 Alert Level 3 requirements has been accepted and the contractor has now resumed works at Jary Road. The completion date is expected to be extended to late July 2020.

27-19-45 District Wide Flowmeter Installations 19/20

A contract to carry out flowmeter installations across the district. The contract was awarded to Cambridge Excavator Ltd (Camex). The Contractor's health and safety plan to tackle Covid-19 Alert Level 3 requirements has been accepted and the contractor has now resumed works starting by exposing the existing services. The completion date for this project is expected to be extended to late June 2020.

8.4 Projects – Wastewater Renewals 2019-2020

27-18-37 District Wide Wastewater CCTV 18/21

A three-year contract to carry out CCTV pipe inspections across the district until 30 June 2021. This contract was awarded to Hydrotech Ltd. The contractor's health and safety plan to tackle Covid-19 Alert Level 3 requirements has been accepted and the contractor has now resumed working in Te Awamutu. The completion date is expected to be extended to late May or early June 2020.

27-19-04 District Wide Sewer Pipe Renewals 2019/20

A contract for relining 6.4km of wastewater pipes across the district. The contract has been awarded to Reline NZ Ltd and commenced in November 2019. The contractor's health and safety plan to tackle Covid-19 Alert Level 3 requirements has been accepted and the contractor has now resumed works. The completion date is expected to be extended to late May 2020.

27-19-26 District Wide Sewer Pump Station Renewals 19/20

Contract for the renewal of district wide sewer pumps. Work for 2019/ 2020 includes eight sewer pump replacements and one pump station electrical cabinet replacement. The works programme is dependent on pump procurement timeframes but is expected to be completed within the current financial year.

8.5 Projects – Stormwater Renewals 2019-2020

27-19-05 District Wide Stormwater Network Renewals 19/20

Contract for the rehabilitation of stormwater pipes across the district. The contract is split into two separable portions, with Separable Portion 1 covering locations in Te Awamutu (11) and Cambridge (4), which includes the replacement of 10 manholes as well as the relining of five pipelines by CIPP method (Cured In Place Pipe). The contract was awarded to Cambridge Excavator Ltd (Camex). Work commenced in December 2019, and Separable Portion 1 is due for completion by the end of May 2020. This contract was temporarily suspended during Level 4 lockdown, but has resumed at Level 3.

We are currently investigating adding upgrade works on Carlton Street to contract.

8.6 Major Capital Project Delivery Update

Cambridge Wastewater Treatment Plant

Short Term Consent hearing date was not set prior to the Covid-19 lockdown date. Waikato Regional Council has confirmed they will be working through hearing dates once Covid-19 levels reduce further. Initial indications of timing is likely to be late 2020. Upgrade works (excluding operational sludge removal) ceased during Covid-19 level 4 lockdown and have not recommenced under Level 3. The implications on the programme are currently being assessed.

An update on the sub-regional/long term upgrade detailed business case is provided as another agenda item within this meeting.

Te Awamutu Wastewater Treatment Plant Upgrade

This project was progressing as planned with Spartan Construction well into the programme of works until the Level 4 lockdown. The contract was temporarily suspended during the Level 4 lockdown, but has resumed at Level 3. A re-programming is taking place for the upgraded plant to be operational and commissioned prior to the Waikeria discharge commencing.

Parallel Road Water Supply Upgrades

The raw watermain contract ceased during Covid-19 Level 4 and works have not yet recommenced. The contract is working through the return to work programme to ensure worker safety and procuring the required PPE gear to implement a safe working place.

The treatment plant portion of the project has continued to progress well during the lockdown as this involved design work only. Early procurement of some critical equipment has been enabled to try mitigate any Covid-19 delays on the programme.

The treated watermain (from Parallel Road to Te Awamutu) has recommenced from Level 3, with progress going well.

Waikeria Wastewater Project

Work ceased during Covid-19 Level 4 and has now recommenced where possible during Level 3.

Waikeria Wastewater Project

Work continues on all four portions that make up the Waikeria Wastewater Project:

Waikeria Wastewater Pump Station

The pump station wet well chamber has now been excavated to depth and the floor has been constructed. The tanks bases for the two 750m³ above ground storage tanks have been completed, and the works are continuing on the ground improvements for the inlet works and the sites control building.

Waikeria to Kihikihi Rising Main

Works are progressing with pipe being installed on Waikeria Road. The contractor is tracking behind programme on this work package and the project Team will continue to monitor this. Works will commence on SH3 in June.

Albert Park Wastewater Pump Station

Excavations for the emergency storage tanks are now complete. Work is focused on safely excavating the final pit for the pump station wet well.

Albert Park to Paterangi Road Rising Main

Pipes have now been installed from Albert Park through to the Churchill Street/Mutu Street intersection. Works are now commencing on the next stage of the pipeline

from the Churchill Street/Mutu Street intersection along Mangapiko Street towards Racecourse Road.

The entire contract remains on track for all works to be completed and the system to be operational by the end of 2020.

9 Shared Services

Waipa District Council has been working with Hamilton City Council and Waikato District Council for a number of years, developing and enhancing the shared service provisions between the partner Councils. There are currently 19 people employed within the Shared Services Team, undertaking activities of Tradewaste, Sampling and Analysis and the Smart Water programme. Waikato District Council, which has transferred delivery of its Three Waters to Watercare, has decided to leave the Shared Service and the three Councils are currently discussing the termination agreement and implications for the remaining two Councils.

9.1 Smart water:

Hamilton City Council and Waipa District Council have been working together across the summer to align Alert Levels where possible. Challenges of this summer have been discussed in the Demand section of this report. Hamilton City Council and Waipa District Council continue to work closely on this project.

9.2 Trade Waste:

There were 16 non-compliances detected over the reporting period; these were all resolved within the timeframe the Trade Waste Team set for the consent holders.

Trade Waste

- 378 active customers in Waipa, including 205 Controlled, 19 Conditional, 144 Permitted and 10 tankered customers.
- 299 audits undertaken during the period January – March 2020 across the sub-region. This is slightly decreased from the last quarter due to no audits being undertaken in the last week and half of March 2020.

9.3 Sampling and Analysis:

Monitoring and analysis is ongoing, changes have been made in relation to Covid-19, but compliance sampling is consistent.

Sampling and Analysis

- The Sampling and Analysis Team collected 2,853 samples and completed 19,627 tests on those samples across the sub-region during the period January – March 2020.
- The new laboratory instrumentation was expected to be delivered in March, However Covid-19 has meant that construction and delivery has been delayed.

10 General

10.1 Water Reform Update

Since the Cabinet Papers on Water Reform were released in July 2019, development of the formation of a drinking water regulator has been undertaken.

Taumata Arowai – The Water Services Regulator Bill

The bill establishes the new water regulator, and provides for its objectives, functions, operating principles and governance arrangements.

The bill was introduced to Parliament on 11 December 2019, with its first reading on 17 December 2019. Submissions to the bill closed on 4 March, with 73 being received. Council provided a submission in support of the new regulatory body, noting how Council is implementing the principles of working in partnerships with other Councils, and providing Council's feedback on pertinent points in the bill.

The full submission can be read here: https://www.parliament.nz/resource/en-NZ/52SCHE_EVI_93442_HE7110/0ab3230a20123b1429caee6ca98843f22f13f502

A report is due on 17 June 2020 to Parliament from the Health Committee.

A Taumata Arowai Establishment Unit has been formed.

The Water Services Bill, which will detail the new drinking water regulatory system, provisions for source water protection, and Taumata Arowai's wastewater and stormwater functions, is expected to be introduced to Parliament later this year.

11 Current/Upcoming (April – June)

11.1 Memorandum of Understanding (MoU) between Council and Iwi

A final draft of the MoU for the Cambridge Wastewater Treatment Plant has been prepared, with wording agreed with Iwi. A separate report on this will be presented at this meeting.

11.2 Network Maintenance

Stormwater and wastewater networks are being inspected and maintained in readiness for the winter period, under planned maintenance activities.

Activities on the water network such as hydrant testing and mains flushing will recommence following the lifting of the water Alert Levels across the district.

11.3 Water Services Team review

Later in May a consultation into the proposed new Water Services structure will commence. There will be a consultation process, at which point submissions will be reviewed. Implementation of the new structure is anticipated to take place in early July.

Sensitivity: General



Martin Mould
Manager Water Services



Approved by: Dawn Inglis
GROUP MANAGER SERVICE DELIVERY

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: 09 June 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 30 April 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 \$50,870.66 have been committed from the current year, with \$45,870.66 having been paid to date.

There is a balance of \$15,556.87 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	60,670.66	
		60,670.66
Uncommitted funds		<u><u>15,556.87</u></u>
Summary of Uncommitted Funds		
Annual Grants		<u>15,556.87</u>
		<u><u>15,556.87</u></u>

TE AWAMUTU COMMUNITY BOARD

Summary of Committed Funds

	Committed	Expenditure	Balance
Current Year Commitments			
Commitments 2019/20	50,870.66	45,870.66	5,000.00
Current Year CommitmentsTotal	50,870.66	45,870.66	5,000.00

Prior Year Commitments

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

Total Commitments

60,670.66	45,870.66	14,800.00
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Commitments 2019/20

	Resolution No	Committed	Expenditure	Balance
Discretionary Grants	6/19/101	36,225.00	31,225.00	5,000.00
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	-
Total		50,870.66	45,870.66	5,000.00

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: **Discretionary Fund Applications**
Meeting Date: 9 June 2020

1 SUMMARY

Two applications for discretionary funding have been 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 application 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

2 RECOMMENDATION

That the discretionary fund applications from CommSafe (Document 103950831) and Central Kids Kihikihi Kindergarten (Document 10405504) be received.



Waipa District Council
 101 Bank Street
 Private Bag 2402
 Te Awamutu 3840
 Phone 0800 924 723
 Fax 07 872 0033

Community Discretionary Fund Application Form

CDF200521779

Criteria and process

APPLICATION PROCESS

If funds are still available after the August round the boards and committee will consider applications for financial assistance during the course of the year, for projects before 30 June 2019.

APPLICATION CRITERIA

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. For the 2018/19 funding round, higher priority will be given to applications for local community projects, with less priority on operating costs.
3. All applications must be supported by a copy of the applicant's most current bank statement as well as a bank deposit slip. Applications without these financial records attached will not be considered. If there is a budget for the proposal, a copy should be attached (this may include quotes for equipment, works or services).
4. 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.
5. Applications cannot be received for expenses or events that have already happened (retrospective).
6. 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 etcetera.

COMPLETING THE APPLICATION FORM

- Applicants should identify the community board or PWC to which they are applying, which will be where their group or organisation resides or carries out its activities.
- Successful applicants will be paid by direct payment into their group/organisation's bank account. We must have a bank deposit slip or recent bank statement summary included with your application to verify the account name and number before payment can be processed.
- If you would like help or advice in completing this form contact the council's Community Board Officer.
 - Phone: 0800 924 723
 - Email: info@waipadc.govt.nz

Please select the board(s) and/or committee you are applying to:

- Te Awamutu Community Board (Te Awamutu/Kakepuku Wards – includes Kihikihi)

Details of club/organisation

Full legal name (as shown on your bank account)	CommSafe
What are the objectives of your club/organisation and how do they promote local services or facilities within your community?	CommSafe was established approximately in 2006 under the name of Te Awamutu Safer Community Charitable Trust with a mission statement of "Working together throughout the Te Awamutu environs to build safer and healthier communities". Over the past years the organisation has expanded the coverage of aspects as requested by community demand.
How long has your organisation been active within the Waipa district?	14 years
Where are any facilities used by your organisation located?	Kihikihi Memorial Hall, 19 Lyon Street, Kihikihi
Are they on private property?	Yes
What is the activity/services period of your organisation? (example - all year or seasonal March to October)	All year
How many members in your organisation (including volunteers)?	30

Proposal for financial assistance

What is the proposed project/activity that you are seeking financial assistance for?	CommSafe is seeking assistance to pay the annual cost for the online database system.
Te Awamutu Community Board	3000.00
What is the benefit to your community if any financial assistance is available?	CommSafe uses an online database system to communicate with its members of the community. A regular newsletter (often weekly or fortnightly) outlines a variety of criminal activities which have occurred throughout the area and been reported to the Community Safety Officer (CSO) contracted by CommSafe. The CSO administers and grows Neighbourhood Support; predominantly in the western parts of the Waipa District encompassing Te Awamutu, Kihikihi, Pirongia, Ohaupo and the rural areas between. This communication keeps the communities updated with any crime in their area encouraging the residents to remain vigilant of potential perpetrators.

Financial details

What is the legal status of your organisation?:	Charitable Trust
Charities Commission registration no.	CC10002
Is your organisation GST Registered?	Yes
GST Number	96-467-222
What is the chief source of your income? (i.e. membership subs, fundraising, entry fees, sponsorship)	Fundraising / donations / sponsorships
Attach a copy of your CURRENT BANK STATEMENT	2019 COMMSAFE Financial statements signed.pdf

NOTE: Applications without financial records attached will not be considered.

Do you have any budget and/or quotes for your proposal to attach?	Yes
Please attach your copy here	CommSafe - Cashflow Forecast year ending 31 March 2021.xlsx.pdf

Please list what financial assistance you have received from others in the last financial year? e.g. Council and or Community Board funding, Community Trusts, Trust Waikato, NZ Lotteries, Gaming Machine Trusts, Creative Communities Scheme.

Organisation	Waipa District Council
Purpose	Community Safety Officer Contract Contribution
Amount (\$)	40000.00
Year	2019

Organisation	Otorohanga Council
Purpose	Community Safety Officer Contract Contribution
Amount (\$)	5000.00
Year	2019

Applicant Organisation Details

Commonly used name (if different from your organisations full legal name)	CommSafe
Physical Address	19 Lyon Street, Kihikihi, Te Awamutu 3800
Is the postal address the same as the physical address?	Yes
Organisation email address. A copy of this application will be sent to this address when the form is submitted.	[REDACTED]
Website (if applicable)	www.commsafe.co.nz

Contact Person Details

Name	Chris Smith
Position in organisation	Trustee
Daytime contact number	[REDACTED]

Alternative Contact Person Details

Name	Stuart Hampton
Position in organisation	Trustee
Daytime contact number	[REDACTED]

Declaration

We, the undersigned persons, hereby declare that the information supplied here on behalf of our organisation is correct.


We consent to Waipa District Council collecting the personal contact details provided, and retaining and using these details. Information may be included in a public meeting agenda. We acknowledge our right to have access to this information. This consent is given in accordance with the Privacy Act 1993.

Is the contact person signing this application?	Yes
Person Completing Name	N/A
Person Completing Position In Organisation	N/A
Person Completing Daytime Contact Number	N/A
Verification of identification (e.g. drivers license, passport)	[REDACTED]

Date	12/05/2020
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WAIPA DISTRICT COUNCIL

0800 924 723 | info@waipadc.govt.nz | www.waipadc.govt.nz | facebook.com/WaipadistrictCouncil

Is the alternative contact person signing this application?	Yes
Alternative Contact Name	N/A
Alternative Contact Position In Organisation	N/A
Alternative Contact Daytime Contact Number	N/A
Verification of identification (e.g. drivers license, passport)	
Date	12/05/2020

The above persons may be contacted during the day if clarification of information is required.

APPLICATION FORM FOR COMMUNITY DISCRETIONARY FUND

Please select the board(s) and/or committee you are applying to:

Te Awamutu Community Board (Te Awamutu/Kakepuku Wards – includes Kihikihi)

Details of club/organisation

Name: Central Kids Kihikihi Kindergarten, Kihikihi
part of the Central North Island Kindergarten Trust

What are the objectives of your club/organisation and how do they promote local services or facilities within your community?

Central Kids Kihikihi Kindergarten is located in the rural town of Kihikihi, with an expansive outdoor area, providing ample space for children to explore and be physically active. The indoor area is inviting and rich in resources and learning opportunities. Kihikihi Kindergarten is an enviroschools kindergarten, with a commitment to sustainability where children develop a love of the natural environment, make sense of their world, and develop ways to take care of Papatūānuku. We have a well-established teaching team, who are fully trained, registered and experienced and are committed to providing high quality early childhood education. Central Kids Kihikihi's vision is to provide a positive, warm, and inviting environment where children, parents, and whānau are valued and welcomed. We believe that relationships are the key to quality education and we develop positive reciprocal relationships with children, their families, and the community. Our kindergarten whakataukī encompasses all that we do and believe at Central Kids Kihikihi. "Mā tō ako, mā te tipu, ka neke whakamua tātou. As we learn and as we grow, we move forward together".

Central Kids Early Education has been providing high quality, accessible and affordable early childhood education and care since 1951. We operate 49 kindergartens and 8 full day care centres between Whitianga in the North, Taumarunui in the South and Ōpōtiki in the East. Head office is centrally located in Putaruru. The Board of Trustees of the Central North Island Kindergarten Trust govern our registered Charitable Trust. Central Kids is not for profit - all funds are returned directly to supporting our kindergartens to be able to offer what communities need. We offer a child-led, learning through play philosophy that enables children to grow at their own pace, socially, emotionally, physically and cognitively (thinking creatively, problem solving, decision making). We offer education and care for children from 2 to 6 years of age. Our Kindergartens have a long-standing history in our communities and have continued to grow and evolve as the needs of families/whānau change over time. Our philosophy is underpinned by our core values of;

- Ko ngā tamariki te pūtake – children are central to all that we do
- Mana ki e tangata – maintain the dignity and standing of others
- Tiakana a Papatūānuku – protect and enhance the environment
- Manaakitanga – gain mana through generosity and goodwill

How long has your organisation been active within the Waipā district?
Kihikihi Kindergarten has been operation since 1967

<p>Where are any facilities used by your organisation located? 5 Linden Street, Kihikihi 3841</p> <p>Are they on private property? Our kindergarten is a Ministry building of which we have a 33% equity.</p>
<p>What is the activity/services period of your organisation? (example - all year or seasonal March to October) All year with 4 term breaks Seasonal period : n/a</p>
<p>How many members in your organisation (including volunteers)? 57 children on the roll currently with 4 teachers and 1 x administrator We do have some parents who volunteer to help with gardens, end of term clean-up etc. Average around 10 helpers per term.</p>
<p>Proposal for financial assistance</p> <p>What is the proposed project/activity that you are seeking financial assistance for?:</p> <p><u>Request:</u> Kihikihi Kindergarten are requesting assistance to install outdoor blinds to our new carpentry shed to make the building weather proof and secure. Photos of our carpentry shed are attached to this application and show need for us to make this area water tight. With winter well on its way we are keen to have these installed asap. Our team and supporting families and community have fundraised \$2056.76 towards this project and we would love the support of the Waipa DC Discretionary Fund of \$3791.10 to enable us to progress this work. We attach the budget and 2 quotes with our preferred provider 0800 Sunshade.</p> <p>The carpentry shed offers a much loved activity for our children and offers many learning opportunities for them. The use of this area is currently limited by the weather. Having PVC blinds would mean our tamariki can make use of our carpentry room in all weather conditions. Another positive outcome for us would be that the shed and its contents would be secured after hours. Our carpentry shed also includes a storage area for our garden equipment and provision for collecting rain to water for our established garden and fruit trees. We are an Enviroschools kindergarten where we promote sustainability practices in our everyday programme.</p> <p><u>Background:</u> Central Kids Kihikihi Kindergarten have been working towards our playground upgrade since 2003 and have been proactive in saving and fundraising for this improvement. This has been a staged approach and our most recent stage/project was to build a permanent children's carpentry area. This has allowed the children to:</p> <ul style="list-style-type: none"> • learn skills and have access to real tools • construct their creations • use mathematical concepts and problem solving skills • learn to communicate with each other and work as a team • to learn about re-using materials, re-purposing and recycling which will have benefits beyond the carpentry area as we embark on our journey towards a more sustainable kindergarten.

We raised considerable funds ourselves to make this project happen and we were also fortunate to receive grant funding towards the carpentry shed build project.

Original Project Budget:

Lottery Waikato Community	\$12,000.00
KihiKihi Kindergarten Fundraising/budget contribution	\$12,000.00
Mitre 10 donated materials	\$ 367.92

We now want to make this new carpentry shed weatherproof but are restricted by budget constraints and our fundraising efforts exhausted in bringing the project to this point. We are concerned by the impact of Covid on the financial position of our families and believe further fundraising may be limited in the short to medium term. Central Kids Kihikihi Kindergarten thank you for your consideration of our funding request.

What is the benefit to your community if any financial assistance is available?

Benefit to the Community

- By providing a safe, dry and healthy multi use carpentry shed/outdoor area/activity for our tamariki to use we are:
 - o meeting their educational needs by being able to provide/utilise the carpentry shed for more methods of play/learning – no matter what the weather
 - o providing a weatherproof and secure storage area for our valuable outdoor play equipment and resources which will extend their life and deter stealing of these resources after hours
 - o aiding in the trust parents place in our centre to look after their tamariki by not only providing additional learning opportunities in this space but also by keeping them warm and dry and healthy in the process.
- We will become a stronger community service as we will be able to offer a larger range of activities and opportunities for our children during all types of weather.
- As a community Kindergarten we are proud for our community of Kihikihi to share in the use of our facility for community events outside of our operational hours. This brings our community together and is an extension of whakawhanaungatanga

Financial details

What is the legal status of your organisation?:

Charitable Trust Incorporated Society Other Charitable Trust
Charities Commission registration no. (if applicable) CC48506

Is your organisation GST Registered?: Yes No

If Yes, your GST Number: 109-699-101

What is the chief source of your income? (i.e. membership subs, fundraising, entry fees, sponsorship):

MOE Funding
Grants
Donations
Fundraising
Fees

<input checked="" type="checkbox"/>	Attach a copy of your latest complete ANNUAL ACCOUNTS or FINANCIAL STATEMENTS, and CURRENT BANK STATEMENT (Please indicate if accumulated funds are tagged for a specific purpose, e.g. building fund)		
<input checked="" type="checkbox"/>	Attach a copy of any budget for your proposal and any quotes obtained.		
NOTE: Applications without financial records attached will not be considered.			
Please list what financial assistance have you received from others in the last three years? e.g. Council and or Community Board funding, Community Trusts, Trust Waikato, NZ Lotteries, Gaming Machine Trusts, Creative Communities Scheme.			
Organisation	Purpose	Amount (\$)	Year
Lottery Community Grant	Carpentry Shed	\$12,000.00	26.02.19

Applicant Organisation Details
Full legal name (as on your bank account): Central North Island Kindergarten Trust trading as Central Kids Kindergartens
Common use name (if different): Central Kids Early Education for Central Kids Kihikihi Kindergarten
Contact person: Sue McCandlish – Head Teacher 07 871 4545 or [REDACTED]
Postal Address: 5 Linden Street, Kihikihi 3841
Street Address: 5 Linden Street, Kihikihi 3841
Email (and website if applicable) : ht.kihikihi@centralkids.org.nz https://www.centralkids.org.nz/portfolio-item/kihikihi-kindergarten/


Declaration
We, the undersigned persons, hereby declare that the information supplied here on behalf of our organisation is correct.
We consent to Waipa District Council collecting the personal contact details provided, and retaining and using these details. Information may be included in a public Meeting Agenda. We acknowledge our right to have access to this information. This consent is given in accordance with the Privacy Act 1993.

Name of person completing form: Robyn Adlam

Signed : 

Date: 28/05/2020

Position in Organisation: Grants Administrator

Daytime Contact Number: 

Alternative contact person Donovan Clarke

Signed: 

Donovan Clarke
Chief Executive Officer
Date: 28/5/20

Position in Organisation: CEO

Daytime Contact number: 

The above persons may be contacted during the day if clarification of information is required.

TE AWAMUTU COMMUNITY BOARD REPORT



To: The Chairperson and Members of the Te Awamutu Community Board
From: Keryn Phillips, Governance Officer
Subject: **Extension of Discretionary Funding**
Meeting Date: 9 June 2020
Document: 10409448

1 SUMMARY

In September 2019, the Te Awamutu Community Board allocated \$1,000.00 of its discretionary fund to Children 1st Charitable Trust to help it promote emotional resilience and confidence in children through its 'Being My Best' initiative.

Due to schools closing in the nationwide lockdown for Covid-19, the trust had to pause the programme, and is unable to use all the funding before the 30 June 2020 deadline.

Children 1st Charitable Trust has requested that the Te Awamutu Community Board allow the trust to retain the unspent portion of the grant and use it when the schools open to the public to complete the programme.

2 RECOMMENDATION

That

- a) *The 'Extension of Discretionary Funding' report (Document 10409448) of Keryn Phillips, Governance Officer be received; and*
- b) *Due to the implications of Covid-19 the Te Awamutu Community Board approve the remainder of the \$1,000.00 grant provided to Children 1st Charitable Trust in September 2019 be extended to accommodate schools reopening to the public.*

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: 9 June 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.)



To: The Chairperson and Members of the Te Awamutu Community Board
From: Governance
Subject: **Next Meeting**
Meeting Date: 9 June 2020

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