

Agenda for a meeting of the Te Kauwhata Community Committee to be held in the St John Hall, 4 Baird Avenue, Te Kauwhata on **WEDNESDAY, 3 MARCH 2021** commencing at **7.00pm**.

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

3. DISCLOSURES OF INTEREST

4. CONFIRMATION OF MINUTES

Meeting held on Wednesday 3 February 2021

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5. SPEAKER

6. REPORTS

6.1 Te Kauwhata Works & Issues Report – February 2021

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6.2 Discretionary Fund Report to 22 February 2021

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6.3 Councillor’s Report

Verbal

6.4 Chairperson’s Report

Verbal

GJ Ion
CHIEF EXECUTIVE

Open Meeting

To	Te Kauwhata Community Committee
From	Gavin Ion Chief Executive
Date	24 February 2021
Prepared by	Matt Horsfield Democracy Advisor
Chief Executive Approved	Y
Reference #	GOV0509
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of the Te Kauwhata Community Committee meeting held on Wednesday 3 February 2021.

2. RECOMMENDATION

THAT the minutes of the meeting of the Te Kauwhata Community Committee held on Wednesday 3 February 2021 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

TKCC Minutes – 3 February 2021

MINUTES of a meeting of the Te Kauwhata Community Committee held at the St John Ambulance Rooms, 4 Baird Avenue, Te Kauwhata on **WEDNESDAY 3 FEBRUARY 2021** commencing at **7.00pm**.

Present:

Ms T Grace (Chairperson)
Cr JD Sedgwick
Ms J Allport (Secretary)
Mr J Cunningham
Ms A Van de Munckhof
Mr T Hinton
Mr C Howells
Mr B Weaver

Attending:

Mr V Ramduny (Strategic Projects Manager)
Mr J Marconi, Placemaking Advisor (Lakeside), Kainga Ora

APOLOGIES AND LEAVE OF ABSENCE

All members were present.

WELCOME

Ms Grace welcomed the Committee members and all others present.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Cunningham/Cr Sedgwick)

THAT the agenda for a meeting of the Te Kauwhata Community Committee held on Wednesday, 3 February 2021 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED

TKCC2102/01

DISCLOSURES OF INTEREST

Mr Hinton advised members of the Committee that he would declare a financial conflict of interest in item 6.3 [*Discretionary Funding Report to 15 January 2021*].

CONFIRMATION OF MINUTES

Resolved: (Mr Weaver/Mr Hinton)

THAT the minutes of a meeting of the Te Kauwhata Community Committee held on Wednesday, 2 December 2020 be confirmed as a true and correct record.

CARRIED

TKCC2102/02

SPEAKER: JASON MARCONI, KAINGA ORA

Mr Marconi introduced himself and provided information in relation to his role with Kainga Ora.

The Committee is looking forward to Mr Marconi attending future meetings to provide the Committee with updates.

Cr Sedgwick advised she was arranging a Q&A session with the community and extended an invitation to Mr Marconi to attend.

REPORTS

Te Kauwhata Works & Issues Report: January 2021
Agenda Item 6.1

The report was received [TKCC2102/02 refers] and discussion was held.

- **Dog Exercise Area:** It was noted that there were concerns with dog owners not removing dog faeces from the exercise area and surrounds. This was making the area less attractive for some dog owners – some of which had indicated that they no longer use the park.

ACTION: The Strategic Project Manager to speak to Community Connection Manager in relation to increasing awareness

- **Dog Agility Area:** Mr Hinton advised the committee that members of the rugby club would be assisting in completing this project and would also assist in installing the seating. It is anticipated that this project would be completed by the end of summer.
- **Te Kauwhata Community Garden:** Cr Sedgwick enquired as to progress with the community garden and was advised that there had been delays with the initiator of the garden being absent. This had resulted in delays with construction/completion.

ACTION: Mr Hinton and Ms Van de Munckhof to make contact with the person who initiated the garden to see if she is still available.

- **Travers Rd Walkway Loop:** The construction of the retaining wall would occur in the next financial year.
- **Te Kauwhata Blunt Road Walkway:** Mr Cunningham advised the easement had now been signed by the landowner and two quotes for construction of the walkway were being

sought. The Strategic Project Manager advised of the North Waikato Development Fund, which had been initiated when Spring Hill Corrections Facility was established. The Committee has input into how funds are used. Cr Sedgwick suggested that \$150,000 could possibly be used as seed funding for the walkway, to enhance community aspirations for development within the domain. This would require sign-off from the appropriate delegated authority at Council.

- TK Domain Lighting Plan: It was suggested that a further \$150,000 be made available from the North Waikato Development Fund to progress the Te Kauwhata Domain Lighting project and the construction of footpaths within the Domain. This would require sign-off from the appropriate delegated authority at Council.
- Te Kauwhata Freedom Camping Sign: The sign had been printed and was awaiting installation, which the Rugby Club is assisting with.
- Te Kauwhata Main Street Shrub/Garden Renewal: This project is on track.
- Innovating Streets Workshop: A brief had been provided to Boffa Miskell to develop concept drawings. *As an aside, it was noted that there had been occasions where work vehicles and trucks had been parking in no parking zones and the ambulance bay in front of the doctor's surgery on Main Street. Attempts had been made to dissuade this behaviour but with little success.*

ACTION: Cr Sedgwick to make enquiries at Waikato District Council as to any resources that could be provided to dissuade vehicles from parking in no parking areas.

- Rangiriri Cemetery: Project team were working on design options. This project would be completed this financial year.

RECOMMENDATION

Resolved: (Mr Weaver/Mr Howells)

THAT the Te Kauwhata Committee supports the use of \$150,000 from the North Waikato Development Fund to assist in funding the construction of the Te Kauwhata Blunt Road Walkway;

AND THAT the Te Kauwhata Committee supports the use of a further \$150,000 from the North Waikato Development Fund to assist in funding Te Kauwhata Domain lighting project and footpaths within the Domain;

AND FURTHER THAT the Chief Financial Officer approve the use of the funds as above.

CARRIED

TKCC2102/03

Councillor's Report

Agenda Item 6.2

Cr Sedgwick gave a verbal report and answered questions of the Committee.

Discretionary Fund Report to 15 January 2021

Agenda Item 6.3

The report was received [TKCC200*/02 refers] and discussion was held.

Resolved: (Ms Grace/Mr Howells)

THAT the Te Kauwhata Community Committee retrospectively approves payment:

- to Cornerstone Security Limited
- for the amount of \$500.25 (including GST)
- for CCTV maintenance at the Te Kauwhata Police Station.

Tabled Item: Two invoices Meredith Connell (Invoice #336748 dated 25/09/2020 for \$1,725.00 and Invoice #338886 dated 30/11/2020 for \$1,126.79) were tabled at the meeting.

Resolved: (Mr Weaver/Cr Sedgwick)

AND THAT the Te Kauwhata Community Committee approves payment:

- to the law firm Meredith Connell
- for the amount of \$2,851.79 (including GST)
- for legal advice for owners of land associated with WDC easement for Blunt Rd Walkway.

CARRIED

TKCC2102/04

Meremere Street Number Project

Agenda Item 6.4

The report was received [TKCC190*/02 refers] and discussion was held.

Resolved: (Mr Hinton/Mr Cunningham)

THAT the Te Kauwhata Community Committee supports the Toi Ako Te Kauwhata Meremere Street Number Project to be delivered in partnership with Creative Meremere;

AND THAT the Te Kauwhata Community Committee approves payment from the North Waikato Development Fund:

- to Te Kauwhata Community House
- for the amount of \$8,570 (plus GST)
- for the Meremere Street Number project.

CARRIED

TKCC2102/05

Chairperson's Report

Agenda Item 6.5

The chair gave a verbal report and answered questions from the committee. She advised that the Committee-owned noticeboard by the railway tracks had deteriorated and various componentry needed replacing.

ACTION: Chair to approach some maintenance companies to obtain quotes for the work that is required.

The Chair also tabled a Christmas Card that had been received from Andrew Bayly.

Questions from the floor

Was it still the intention for a railway station to be constructed at Te Kauwhata?

The Strategic Project Manager advised that funding had been ear-marked for a business case. The current proposed site was still only a potential location. The Council's Long Term Plan provides an indication that the timeframe for the business case was 2024/25.

There being no further business the meeting was declared closed at 8.40 pm.

Minutes approved and confirmed this day of 2021.

T Grace

CHAIRPERSON

Open Meeting

To	Te Kauwhata Community Committee
From	Clive Morgan General Manager Community Growth
Date	12 February 2021
Prepared by	Sandy Mason Personal Assistant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0509 / 3007068
Report Title	Te Kauwhata Works & Issues Report – February 2021

1. EXECUTIVE SUMMARY

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

2. RECOMMENDATION

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

3. ATTACHMENT

Works & Issues Report – February 2021.

TE KAUWHATA COMMUNITY COMMITTEE

WORKS & ISSUES REPORT – FEBRUARY 2021

	Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update
1.	Dog exercise area - Seats - Dog agility equipment	Andrew Brown and Duncan MacDougall	3 February 2021 It was noted that funding for the Te Kauwhata Domain will be considered through the Long-Term Plan (2021-2031). Tim Hinton indicated that the benches and the agility equipment will be installed by the Te Kauwhata Rugby Club before the summer is over.	Meeting of 3 March 2021 Cr Sedgwick has spoken with Council's Community Connections Manager (Megan May) who is responsible for the Parks and Reserves team. The parks team will install signs to advise users of the dog park to pick up their dog's mess. Council does not supply plastic bags. Tim Hinton to provide an update regarding the installation of the park benches and the agility equipment.
2.	Te Kauwhata walkway at the end of Blunt Road and adjacent to the Whangamarino Wetlands.	Paul McPherson	2 December 2020 The easement agreement has been signed by both Council and the landowners.	Meeting of 3 March 2021 A design solution for the walkway is required at the end of Blunt Road adjacent to the Whangamarino Wetlands. The Committee passed a resolution at its 3 February 2021 meeting approving \$150,000 from the North Waikato Development Fund to be used for the construction of the walkway subject to the approval by Council's CFO. A verbal update will be provided.
3.	Walkway loop via Travers Road, Wayside Road and Te Kauwhata Road	Gareth Bellamy	3 February 2021 The next phase of the project has been added to the Long-Term Plan (2021-2024) capital works programme for funding.	Meeting of 3 March 2021 No change from previous meeting.

	Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update
			<p>Remaining funds from the first phase have been carried forward. Community Projects will use these funds initially to consult with adjacent landowners and advance the design of the next phase. Once costed, the remaining funds will be assessed to see if there is sufficient to put out a contract that will complete the next stage. Otherwise, will await further LTP funding to be approved.</p> <p>A residual budget of \$128,758 is available. Design and enabling works (a retaining wall) will be scheduled through Waikato District Alliance to provide the platform for the future extension of the path to Wayside Road.</p>	
4.	Te Kauwhata Domain Plan Lighting Plan	TKCC Rugby Club	<p>2 September 2020 Mario Vodanovich attended the Committee meeting and indicated that a fundraising campaign had raised approximately \$10,000 but that \$60,000 is still needed for the lighting project.</p> <p>2 December 2020 Council's Funding and Partnership Manager, Nick Johnston, attended the Domain Committee on 25 November to talk about the funding opportunities for the lighting project.</p>	<p>Meeting of 3 March 2021 The Committee passed a resolution at its 3 February 2021 meeting approving \$150,000 from the North Waikato Development Fund to be used for the Domain (lighting, trail from squash club to Mahi Road) subject to the approval by Council's CFO. A verbal update will be provided.</p>

	Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update
5.	Te Kauwhata Domain – Freedom Camping Signs	Nick Johnston	3 February 2021 The sign has been made and will be installed by the Rugby Club.	Meeting of 3 March 2021 Tim Hinton to provide an update re: installation of the parking sign.
6.	Te Kauwhata Main Street Shrub Garden Renewal	Kim Wood	3 February 2021 Planting in Main Street will be undertaken in April 2021. This project remains on track as of January 2020. Kim Wood, Council's Technical Support Officer for Parks and Facilities has provided input into the development of the community garden.	Meeting of 3 March 2021 No change from previous meeting.
7.	Te Kauwhata 'Innovating Streets' Project	Jeanette Underwood (Waikato District Roading Alliance)	Ideas on how to make the area of the intersections of Te Kauwhata's Main Road/Saleyard and Mahi Roads more people-friendly are being called for, following a \$93,150 investment from Waka Kotahi NZ Transport Agency. The funding has been made available to the Te Kauwhata community through the organisation's "Innovating Streets" programme and via the Community Committee. The engagement process will see members of the community co-design the pilots with Waikato District Council and activate trials together. The Innovating Streets programme supports street change pilots using tactical urbanism techniques such as trials, pop-ups and interim treatments that make it safer and/or easier for people to move around or access community spaces. For Te Kauwhata, this means the project will be limited to the specific area noted, and temporary initiatives to improve safety and make the area more people-friendly will be piloted there.	Meeting of 3 March 2021 Councillor Sedgwick to provide an update as part of her Councillor's Report to the Committee.

	Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update
			<p>Jeanette Underwood is project managing this on behalf of Council.</p> <p>2 December 2020 A public engagement meeting took place on 12 November 2020 at St Andrews Church to elicit thoughts and ideas.</p> <p>Jeanette Underwood (Roading Alliance) attended as Council's representative.</p> <p>3 February 2021 A brief has been developed by Jeanette Underwood based on the responses/feedback received from the public engagement held in November 2020. The brief has been provided to Boffa Miskell.</p> <p>It was noted that there is potential for the project to be extended further up Main Street.</p>	
8.	Rangiriri cemetery on Te Wheoro Road	Cory Cullen and Mark Jansen	<p>2 December 2020 The work to extend the two driveways to connect to each other and creating new car parks at Rangiriri cemetery on Te Wheoro Road is in the planning and design stage.</p> <p>Iwi have been engaged with, advising them that works is going to be undertaken in 2021. Iwi and WDC will work together closer to the time to hold a karakia before any physical work begins.</p> <p>3 February 2021</p>	<p>Meeting of 3 March 2021 No change from previous meeting.</p>

	Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update
			<p>The Project Manager has met with the designing team to discuss concept designs. Options will be available February. Iwi have been engaged with, advising them that works are going to be undertaken in 2021. Iwi and WDC will work together closer to the time to hold a karakia before earthworks begins. The implementation of the project has been scheduled for late summer.</p>	

SERVICE DELIVERY

Community Projects Update

Rangiriri Cemetery Expansion

Design is continuing. The Waikato District Alliance are scheduling the work for late summer.

Walkway loop via Travers Road, Wayside Road and Te Kauwhata Road

The residual funds (\$129k) will be used to design and build a suitable low retaining structure and platform past the section of low road berm on the north side of Travis Road. This will enable future extension of the walkway to connect Moorfield Road to Wayside Road when further funding is secured.

Open Meeting

To	Te Kauwhata Community Committee
From	Alison Diaz Chief Financial Officer
Date	22 February 2021
Prepared by	Julie Kelly Support Accountant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0509
Report Title	Discretionary Fund Report to 22 February 2021

1. EXECUTIVE SUMMARY

To update the Committee on the Discretionary Fund Report to 22 February 2021.

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received.

3. ATTACHMENTS

Discretionary Fund Report to 22 February 2021

TE KAUWHATA COMMUNITY COMMITTEE DISCRETIONARY FUND REPORT 2020/21 (July 2020 - June 2021)
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As at Date: 22-Feb-2021

		GL	1,207,170.4
Commitments from Committee Meeting Minutes & Other Information			
2020/21 Annual Plan			4,198.00
Carry forward from 2019/20			42,189.00
Total Funding			46,387.00
Income			
Total Income			-
Expenditure			
26-Aug-20	Te Kauwhata Christmas Parade 2020	TKCC2008/05	2,020.00
05-Aug-20	Reimbursement of cost of gift basket of \$50.00 (incl GST) to Toni Grace	TKCC2008/04	43.48
04-Nov-20	Toni Grace - Renewal tekauwahtavillage.co.nz	TKCC2011/05	186.97
27-Nov-20	Cornerstone Security Pukekohe - Cameras offline	TKCC2012/05	435.00
Total Expenditure			2,685.45
Net Funding Remaining (excluding commitments)			43,701.55
Commitments			
13-Feb-19	Further development of playgrounds	TKCC1902/04	5,000.00
04-Sep-19	Playground equipment on the Village Green	TKCC1909/04	3,727.75
05-Feb-20	Further development of playgrounds	TKCC2002/04	3,000.00
05-Aug-20	Te Kauwhata Community Committee commit \$5000.00 towards security cameras in Te Kauwhata.	TKCC2008/04	5,000.00
02-Dec-20	Commitment of \$10,000.00 be made to Blunt Road Walkway	TKCC2012/03	10,000.00
03-Feb-21	Legal advice Meredith Connell (WDC easement for Blunt Rd Walkway)	TKCC2102/03	2,479.82
Total Commitments			29,207.57
Net Funding Remaining (Including commitments)			14,493.98