

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, 2 FEBRUARY 2022** commencing at **7.00pm.**

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

3. DISCLOSURES OF INTEREST

4. CONFIRMATION OF MINUTES 2
 Meeting held on Wednesday, 1 December 2021

5. REPORTS

- | | | |
|-----|---|---------------|
| 5.1 | Te Kauwhata Wastewater Treatment Plant Upgrade Overview and Discharge Consent Application Preparation Methodology | 10 |
| 5.2 | Community Led Development Workplan Presentation | 18 |
| 5.3 | Te Kauwhata Works and Issues Report – January 2022 | 25 |
| 5.4 | Discretionary Fund Report – 22 January 2022 | 33 |
| 5.5 | Second Quarter Service Request Report to December 31 2021 | 36 |
| 5.6 | Councillor’s Report | <i>Verbal</i> |
| 5.7 | Chairperson’s Report | <i>Verbal</i> |

GJ Ion
CHIEF EXECUTIVE

Open Meeting

To	Te Kauwhata Community Committee
From	Gavin Ion Chief Executive
Date	24 January 2022
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, 1 December 2021.

2. RECOMMENDATION

THAT the minutes for the meeting of the Te Kauwhata Community Committee held on Wednesday 1 December 2021 be confirmed as a true and correct record.

3. ATTACHMENTS

TKCC Minutes – 1 December 2021

MINUTES for a meeting of the Te Kauwhata Community Committee held via Audio Visual Conference on **WEDNESDAY, 1 DECEMBER 2021** commencing at **7.00pm**.

Present:

Ms T Grace (Chairperson)
Cr JD Sedgwick
Ms J Allport (Secretary)
Mr J Cunningham
Mr T Hinton
Mr B Weaver

Attending:

Mr V Ramduny (Strategic Projects Manager)
L Hughes (Te Kauwhata Community House)
S Howard (Watercare)
C Nutt (Waters Contract Relationship Manager)
K Wood (Open Spaces Project Coordinator)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr Weaver/Cr Sedgwick)

THAT an apology be received from Ms A Van de Munckhof.

CARRIED

TKCC2112/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Weaver/Ms Grace)

THAT the agenda for the meeting of the Te Kauwhata Community Committee held on Wednesday, 1 December 2021 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received;

AND THAT the following items, additional to that within the agenda, be discussed at an appropriate time during the course of the meeting;

- **Wastewater Upgrade Project Review**
- **Update on the Te Kauwhata Draft Domain Plan**

CARRIED

TKCC2112/02

DISCLOSURES OF INTEREST

Mr Hinton advised members of the Committee that he would declare a financial conflict of interest in item 6.1 [*Works and Issues Report*].

CONFIRMATION OF MINUTES

Resolved: (Mr Cunningham/Mr Weaver)

THAT the minutes of the meeting for the Te Kauwhata Community Committee, held on Wednesday, 3 November 2021, once amended be confirmed as a true and correct record.

CARRIED

TKCC2112/03

ACTIONS

The report was received [*TKCC2112/02 refers*] and following discussion was held.

Item	Who To Action	Status
Draft Te Kauwhata Domain Plan Committee members to provide feedback to the Chair for collation and submission to Ms Wood and the Domain Committee by 8 November 2021	Committee	Actioned

SPEAKERS

Te Kauwhata Community House – Rangitahi Mural Project Agenda Item 5.1

Ms Hughes provided the following presentation and discussion was held:

Ms Hughes presented the proposal, developed by Toi Ako, for the installation of a mural on the side of Te Kauwhata's Community House. Ms Hughes advised that the aim of Toi Ako is to bring the community together via creative means. This is the third year of their operation and have been operating with the creative community with the support of WDC and the Ministry for Arts, Culture & Heritage.

Ms Hughes advised that the mural project has been in the pipeline for some months. The mural itself would be situated on the side of the Community House. A builder has recommended that the mural be created on a structure away from the wall of the building which could be moved at a later date. The mural had been designed by Peter Boskie (sketch of mural passed around to committee members) but youth would be painting the mural. Ms Hughes advised that the cost of those involved in creating the mural had been covered and she was seeking the cost of paint and installation of the mural from the Committee's fund.

Cr Sedgwick asked if the local iwi had been consulted. Ms Hughes advised that they hadn't been consulted specifically in relation to this project but she had spoken to Glen Te Puhi more generally. Ms Hughes noted that no customs were being referenced in the mural but she would send a copy of the sketch to iwi to ensure they were happy with what was being proposed.

There was discussion in relation to the material that would be used on which the mural would be created. There was discussion as to the process by which funding would proceed if the Committee agreed to funding the project. Mr Ramduny confirmed that, if the Committee agreed to fund this project, it would be funded via the Committee's discretionary fund.

It was noted that funding for the mural project would be via the Council's old process (as opposed to the new process that had been introduced to the Committee in a previous meeting). It was further noted that there would be funding workshops in the New Year to assist the Committee in transitioning to the new process.

The Committee would make a decision as to whether or not it wished to support this project at a later stage in the meeting.

Wastewater Upgrade Project Review Process Agenda Item 5.2

The Waters Contract Relationship Manager and Mr Howard provided the following presentation and discussion was held:

The Waters Contract Relationship Manager introduced herself as Waikato District Council's Waters Contract Relationship Manager who works closely with Watercare. Mr Howard then introduced himself as a consents planner at Watercare's Te Rapa office. The Committee was advised that the current consent to discharge wastewater expires in 2028 but there is a clear commitment from WDC for a new discharge consent to be in place by 2024.

Part of the new consent application is to consult with tangata whenua and to investigate any impacts the new location may have in terms of environmental impact and climate change.

Mr Howard advised that a website will be launched to introduce the wastewater project. There are some preferred options in terms of the location of the new wastewater treatment plant however these were still being investigated.

Because the briefing paper for this presentation hadn't been received and read by Committee members, the Waters Contract Relationship Manager and Mr Howard advised that they would make themselves available for the February 2022 meeting at which time the Committee would have had the opportunity to review the briefing paper.

Update on the Draft Domain Plan Agenda Item 5.3

Open Spaces Project Coordinator provided the following presentation and discussion was held:

Open Spaces Project Coordinator advised that the Committee's comments had been incorporated to the draft domain plan and that the plan had been presented to the Te Kauwhata Domain Committee. The next steps are to itemise and prioritise the new components of the plan and assess and how these will be funded. Open Spaces Project Coordinator noted that the proposed plan would go out to the community for comment. Cr Sedgwick commented that she thought this unnecessary however we should advise the community what is planned.

Open Spaces Project Coordinator shared the up-to-date version of the draft and provided information as to the changes within this draft. There was discussion in relation to various components of the draft. Various points are noted below.

- Mr Weaver commented that the area to be surfaced with Astro-turf did not appear large enough for adult sport. Ms Wood advised that this area was intended for school/junior practice space.
- There was considerable discussion in relation to the proposed location of the destination playground and whether or not its proposed location was appropriate. It was suggested to the Committee members that they read WDC's Playground Strategy on its website and suggested that Committee members visit other, similar playgrounds within the district such as the playgruonds at Lake Whakanoa, Papahua in Raglan and Ngaruawahia. Mr Howells suggested that the destination playground could be relocated to #24 and that this would also be an ideal area for additional toilet facilities (WDC's policy is that playgrounds must be close to toilet facilities).
- Mr Howells commented that the plan may be cramming in too many different types of facilities in the area opposite the existing car park which may cause vehicle congestion and suggested that at least part of the space could be used for additional parking. Mr Hinton advised that the proposal included filling in an open drain which would create an additional, 40 more parking spaces. Mr Weaver supported Mr Howells' comments in relation to 'de-cluttering'.

- Ms Grace supported the development of all-weather surfaces for sports and noted that currently Te Kauwhata is lacking facilities for youth sports.

Open Spaces Project Coordinator noted that the plan will remain in draft format until the Reserve Management Plan is completed at which point it will go out for consultation with the Community. Open Spaces Project Coordinator further advised that Council were looking at putting a policy in place to have draft plans accepted outside of the reserve management plan process. The Strategic Project Manager noted that the consultation process does not need to be formal.

REPORTS

Te Kauwhata Works & Issues Report – August 2021

Agenda Item 6.1

The report was received [TKCC21/12/02] and discussion was held.

- Dog Exercise Area: The Strategic Project Manager enquired as to whether or not Mr Hinton had had conversations with the Men's Shed and the College. Mr Hinton advised that this has not been possible due to COVID lock-downs and restrictions.
- Walkway at end of Blunt Road: Mr Cunningham advised has been working with Transpower in relation tendering for this work.
- Walkway Loop: There was nothing further to add to the presented report.
- Te Kauwhata Domain Plan: There was nothing further to add to the presented report.
- Innovating Streets Project: To be removed from the Works & Issues report
- Rangiriri Cemetery: To be removed from the Works & Issues report.
- New Emergency Services Hub: This item is to be added to the Committee's February 2022 agenda.

Discretionary Fund Report to 19 August 2021

Agenda Item 6.2

The report was received [TKCC21/12/02 refers] and discussion was held.

Rangitahi Mural Project: The Committee was happy to support this project and provide funding for the full amount applied for of \$2377.84.

2021 Christmas Parade: Mr Weaver enquired as to what would happen in relation to the funding allocated for the Christmas Parade that has had to be cancelled this year due to COVID restrictions. Ms Grace suggested that the cost of the parade be identified and earmarked for next year's parade to ensure there is sufficient funds available to support the event.

Resolved: (Ms Grace/Mr Howells)

THAT the discretionary fund report be received;

AND THAT the Te Kauwhata Community Committee approves payment from its discretionary fund:

- to Te Kauwhata Community House
- for the amount of \$2,377.84
- for the Rangitahi Mural Project;

AND THAT the Te Kauwhata Community Committee approves funding be held:

- by the Events Committee for the cancelled 2021 Christmas Parade
- for the amount of \$3,684.10 held be used for the 2022 Christmas Parade.

AND THAT the Te Kauwhata Community Committee agreed that the money held by the Events Committee be returned to the Te Kauwhata Community Council's discretionary fund if it is not utilised for the 2022 Christmas Parade.

CARRIED

TKCC2112/04

Councillor's Report

Agenda Item 6.4

Cr Sedgwick provided a verbal report and answered question from the Committee.

Three new bylaws were being proposed:

- Dog Control;
- Easter Trading; and
- Speed Limits.

Cr Sedgwick encouraged the Committee to read the bylaw and to reach out to community contacts to make submissions on the proposed changes.

Open Meeting

To	Te Kauwhata Community Committee
From	Carole Nutt Waters Contract Relationship Manager
Date	26 November 2021
Prepared by	Stephen Howard Watercare Senior Planner
Report Title	Te Kauwhata Wastewater Treatment Plant Upgrade Overview and Discharge Consent Application Preparation Methodology

I. EXECUTIVE SUMMARY

The Te Kauwhata wastewater treatment plant (WWTP) presently has resource consent to discharge treated wastewater to a tributary of Lake Waikare. WWTP upgrade planning is underway now, where a membrane aerobic bioreactor (MABR) will be installed. This will replace the existing oxidation pond and aquamat treatment that was consented in 2012.

The best practical option for discharge is not yet determined, where any final solution should balance factors such as environmental effects, affordability community aspirations/well beings and adherence to kaitiakitanga needs of tangata whenua.

Waikato District Council (Council) has commenced a project to determine the best discharge option and lodge a new discharge consent application with the Waikato Regional Council. It is vital that any discharge investigations and decision is undertaken in a manner that ensures that the Te Kauwhata Community Committee, the wider community, key stakeholders, and tangata whenua can:

- understand the application processes, and
- contribute meaningfully to the ultimate solution, through robust engagement and partnership with Council.

This paper provides brief information on the history of WWTP consenting, application preparation methods, a brief engagement strategy and planned 'next steps' to progress matters.

2. RECOMMENDATION

THAT the report, Te Kauwhata Wastewater Treatment Plant Upgrade Overview and Discharge Consent Application Preparation Methodology be received;

AND THAT the tabled report be used by the Te Kauwhata Community Committee as a reference to understand present wastewater treatment plant upgrade status, and planned activities to prepare a discharge consent application alongside the Te Kauwhata Community and Tangata Whenua.

3. BACKGROUND INFORMATION AND EXISTING CONSENT STATUS

The image below shows the existing WWTP site, with a discharge location into Lake Waikare. An indicative location for the state-of-the-art MABR upgrade is shown within the image. This is to start construction in 2022 to improve environmental performance trends and cater for recent growth. At the time of issue of the existing discharge consent in 2012, Council signed a consent agreement which forms part of consent obligations. This committed to 'in good faith' investigations to occur on alternative land-based discharge options that would allow discharge to Lake Waikare to cease. October 2024 was the indicative start date used for the decommissioning of the existing discharge infrastructure allowing for the surrender of the existing discharge consent and acquirement of a new discharge consent.

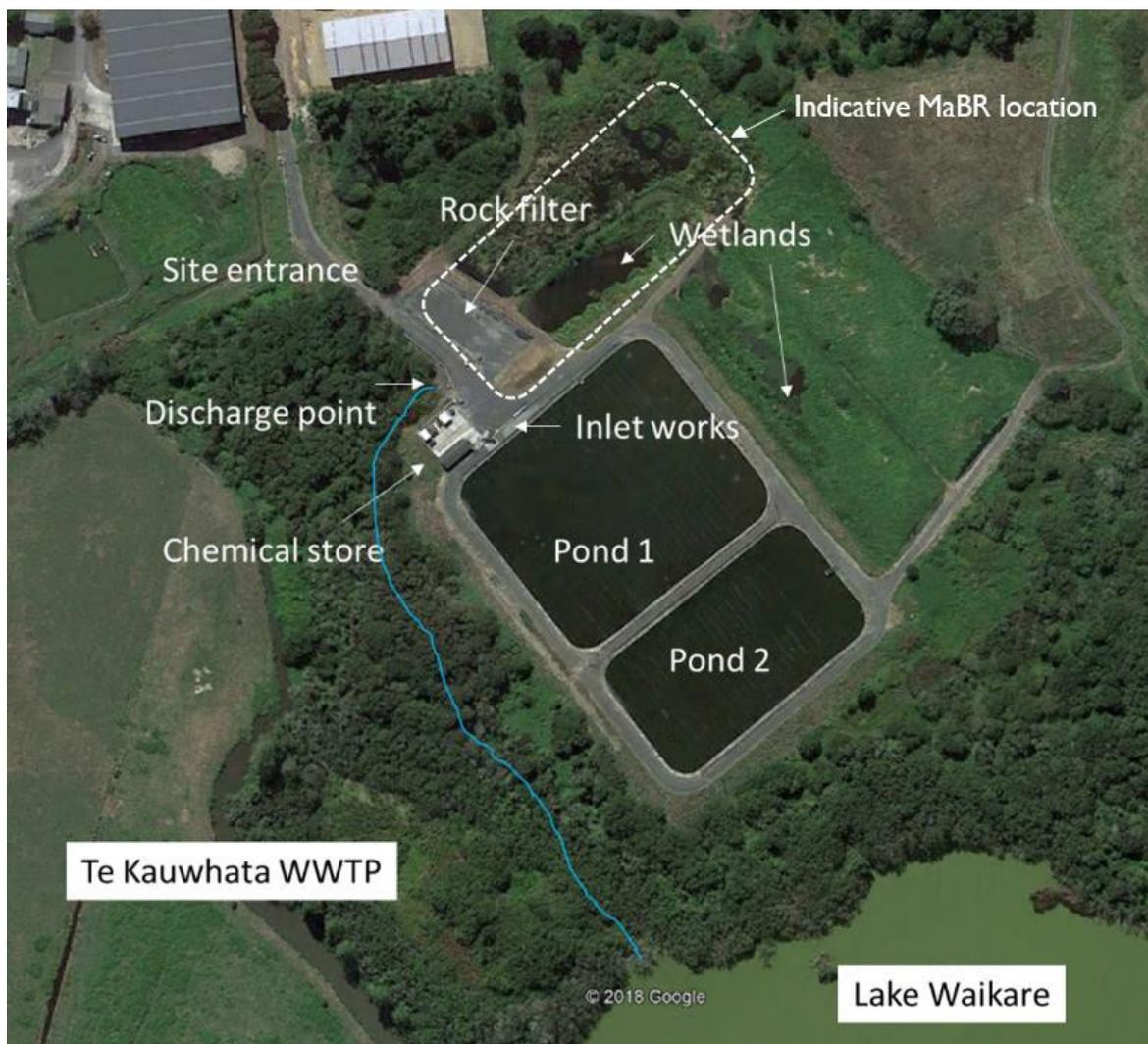


Image 1: Aerial view of the existing Te Kauwhata WWTP

4. APPLICATION PREPARATION STAGES AND ENGAGEMENT NEEDS

The ‘Best Practical Option’ or ‘BPO’ describes the treatment and discharge activities that any resource consent is ultimately applied for.

Once issued, the consent then allows for:

- construction of necessary infrastructure upgrades, and;
- commissioning of the upgraded plant, to allow legal discharge to resume in a manner where any new consent limits are met.

The BPO framework is integrated within the Resource Management Act (RMA), where principles provide a roadmap for application preparation and subsequent assessment by the consenting authority (i.e. the Waikato Regional Council).

Attachment I presents the relevant RMA legislation which requires that:

- regional plan rules are to direct an applicant to determine the BPO for an activity;
- any discharge consent issued by consenting authority must adopt the BPO, and
- any application received by a consenting authority should have regard to alternative options, that have been discounted.

These RMA needs inform an application process, which is described in the image below. Key features shown include:

- an initial ‘**full list**’ of options that is refined through subsequent assessment stages
- the need for agreed **project objectives**, where any final BPO should be closely aligned with the outcomes established earlier and finally
- where **engagement** is an over-arching activity that occurs through all stages.

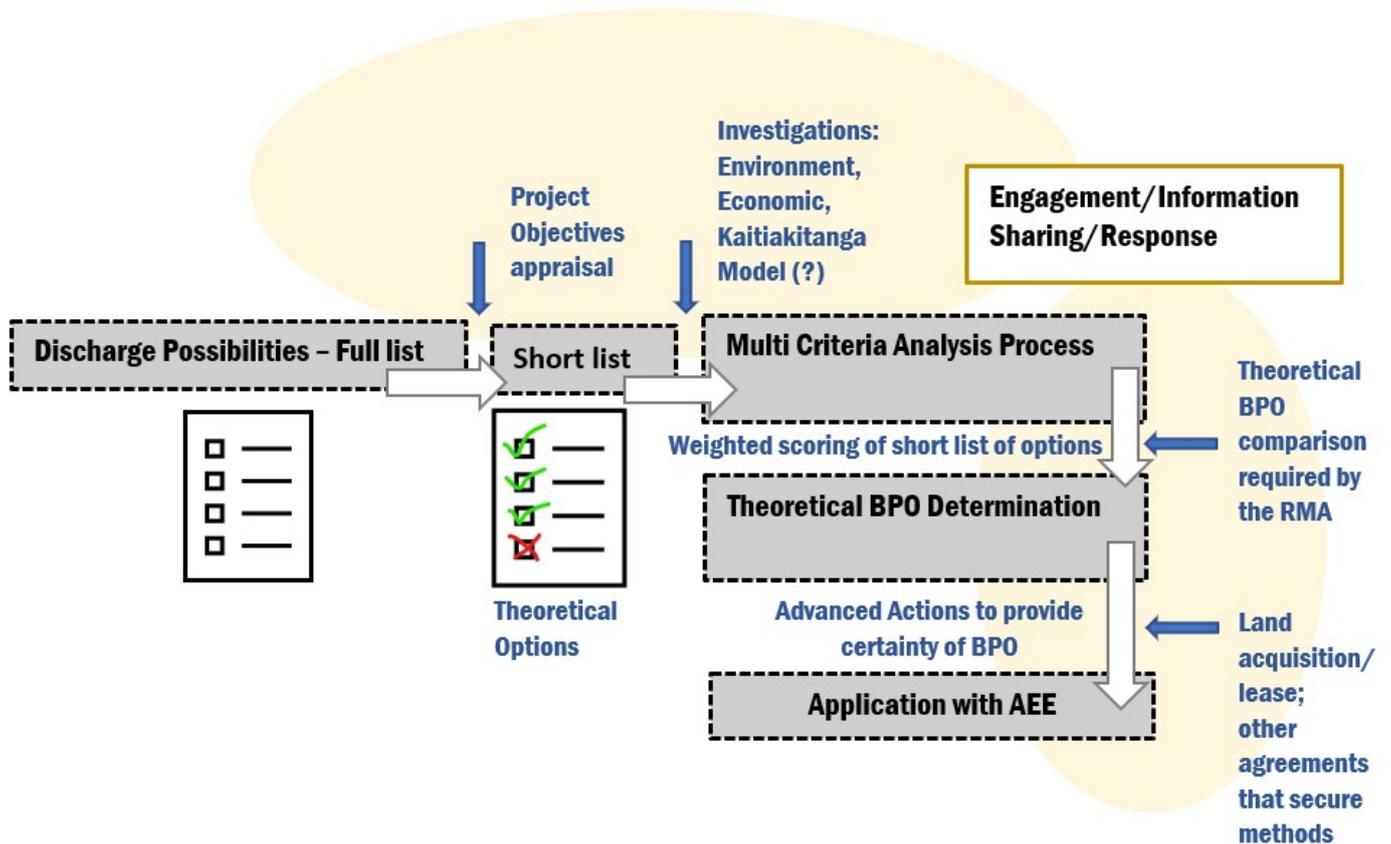


Image 2: Overview of application preparation processes

(a) Project Objectives

Successful projects will start with designing a set of jointly owned aspirations for the BPO, at the onset of a project. These objectives will then provide an assessment standard for comparison and analysis between potential discharge solutions. Attachment 2 includes a draft set of potential objectives, that may provide a suitable starting point for discussion with the community and tangata whenua. Objective finalisation will be an initial project task once an engagement structure is in place. A discharge consent application is presently being prepared for the Raglan WWTP also. For comparison, it is useful to include agreed project objectives that were established alongside the Whāingaroa community and tangata whenua.

(b) 'Full list' of discharge options

Image 2 highlights that a 'full list' of discharge options is constructed at the onset of a project, which is refined to a single BPO through project stages. Attachment 3 includes a full list of discharge possibilities for the Te Kauwhata WWTP. This list may shorten prior to focused investigations, this will be determined once an engagement structure is in place. Again, for comparison, Attachment 3 includes the Raglan consenting project short list, finalised after sincere engagement.

(c) Engagement

Image 2 illustrates that engagement is an over-arching principle for BPO optioneering. Engagement is a core RMA principle and part of Waikato District Councils commitment to the community and tangata whenua with all Council workstreams.

First steps in successfully launching such a project are to capture all interested parties and introduce the project. The formation of a 'Key Stakeholder and Community Group' of such people will be beneficial by allowing Council to make consistent, direct, and progressive contact throughout the application preparation. The Te Kauwhata Community Committee and existing Te Kauwhata Wastewater Treatment Consultation Group (TKWTCCG) provide an existing core engagement group, there will be other groups and individuals also. To ensure a full list of interested individuals and groups can be compiled, this will be a task undertaken by the project team in the new year.

Legislation requires a differing tier of engagement with tangata whenua, to meet the principles of the RMA. Council has the staff dedicated to ensuring tangata whenua are supported and properly resourced through this engagement, and that necessary protocols are adhered to throughout. There will be ability to form an effective tangata whenua partnership forum, where Council Pouhono Iwi ki te Haapori (Council Community and Iwi Relations Team) will advise on methods to achieve this. There is experience within the project team on how to effectively work alongside communities and tangata whenua in a true partnership and appropriate frequency. Physical meetings, e-meetings and drop-ins are all part of this.

5. CONCLUSION AND NEXT STEPS

This paper is intended to be an introduction to consenting project. The project team looks forward to receiving committee advice and working alongside members in the future. The project team includes Watercare (Waikato) members who provide management, technical reporting and undertake application preparation, and Waikato District Council members who will be submitting the application and fully support the community and tangata whenua engagement and information delivery needs.

6. ATTACHMENTS

- Attachment 1 - RMA Provisions
- Attachment 2 - Project Objective Development
- Attachment 3 - Discharge Possibilities

Attachment I: RMA Provisions

<p>direction is offered in Section 70(2) of the RMA, which provides:</p> <p><i>the statutory guidance for Regional Councils to include regional plan discharge rules requiring the adoption of the <u>best practical option</u> to prevent or minimise adverse effects on the environment of any discharge of a contaminant.</i></p>
<p>Section 108(2)(e) of the RMA which relates to the conditions of any resource consent issued where the holder is to:</p> <p><i>adopt <u>the best practicable option</u> to prevent or minimise any actual or likely adverse effect on the environment of the discharge.</i></p>
<p>Section 108(8) of the RMA places further obligation on the consent authority issuing any discharge consent with the direction that:</p> <p><i>before deciding to grant a discharge permit, the consent authority shall be satisfied that having regard to the discharge and receiving environment, and <u>other alternatives</u> that inclusion of drafted conditions are the most efficient and effective means of preventing or minimising any actual or likely adverse effect on the environment</i></p>
<p>PART I Interpretation and application - RMA 1991</p> <p>best practicable option: <i>in relation to a discharge of a contaminant or an emission of noise, means the best method for preventing or minimising the adverse effects on the environment having regard, among other things, to:</i></p> <ul style="list-style-type: none"> <i>(a) the nature of the discharge or emission and the sensitivity of the receiving environment to adverse effects; and</i> <i>(b) the financial implications, and the effects on the environment, of that option when compared with other options; and</i> <i>(c) the current state of technical knowledge and the likelihood that the option can be successfully applied</i>

Table I: Relevant RMA sections that provide the BPO framework for resource consent application preparation, and further assessment by the consenting authority

Attachment 2: Project Objective Development

EARLY POTENTIAL PROJECT OBJECTIVES FOR THE TE KAUWHATA WWTP DISCHARGE SOLUTION <i>for discussion and refinement</i>	
The aim of the project is to identify the best practicable option to use, and discharge reclaimed water generated by then Te Kauwhata MABR. The joint aspiration for the project is to:	
	Contribute towards the protection and restoration of the health and wellbeing of the Waikato River catchment
	Recognise and uphold the cultural values of mana whenua
	Retain flexibility and adaptability for future, sustainable, long-term solutions
	Keep the overall costs of service to affordable levels
	Contribute towards greenhouse gas emission reduction targets
	Keep communities healthy
	Practically apply reclaimed water re-use philosophy

Table 2: Draft objectives for discussion

EXAMPLE: PROJECT OBJECTIVES FOR THE RAGLAN WWTP DISCHARGE CONSENT PROJECT	
The aim of the project is to identify the best practicable option to provide wastewater services for the Whāingaroa community. In doing this we aim to:	
	Keep communities healthy
	Protect the environment, particularly the water quality and ecology of the Whāingaroa Harbour
	Recognise the significance of the Whāingaroa Harbour to hapū and support the kaitiaki management of customary fishing
	Protect the community use of the area, along with the visitor experience
	Work in partnership with the community and hapū
	Retain flexibility for future, sustainable, long-term solutions including potential reuse of treated wastewater
	Keep the overall costs of the wastewater solution to affordable levels

Table 3: Raglan WWTP Discharge Consent Project Objectives (2020) presented as an example

Attachment 3: Discharge Possibilities

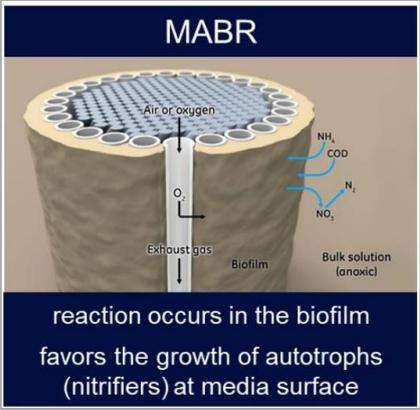
Secured Treatment	Discharge Possibilities
Membrane aerated biofilm reactor (MABR) 	Full discharge to private land, with a likelihood of winter storage Combined discharge of reclaimed water to public land, with an alternative winter discharge Discharge of reclaimed water to the Waikato River Discharge of reclaimed water to Lake Waikare Discharge of reclaimed water to an alternative location Reclaimed water re-use

Table 4: Te Kauwhata draft list of discharge possibilities

	Treatment	Discharge
A	Existing treatment process + tertiary membrane	New harbour outfall
B	Membrane Bioreactor (MBR) and UV disinfection	New harbour outfall
C	MBR and UV disinfection	Freshwater diffuse discharge
D	Existing treatment process + tertiary membrane	Combined public land discharge and new harbour outfall
E	Existing treatment process	Private land discharge and storage
F	Existing treatment process + tertiary membrane	Combined private land discharge and new harbour outfall
G	MBR and UV disinfection	Combined public land discharge and new harbour outfall

Table 5: Raglan Short list of treatment and discharge options (2020)

Open Meeting

To	Te Kauwhata Community Committee
From	Jason Marconi Economic Development Advisor
Date	26 January 2022
Reference #	GOV101
Report Title	Community Led Development Workplan Presentation

1. EXECUTIVE SUMMARY

Attached is the presentation for the Community Led Development Workplan.

2. RECOMMENDATION

THAT the Community Led Development Workplan Presentation be received.

3. ATTACHMENTS

Community Led Development Workplan Presentation.



COMMUNITY LED DEVELOPMENT

Communities working together to achieve their visions and aspirations

What is community led development?

- Community voice and views
- Empowering community members
- Community led initiatives guided by local leaders
- Key questions to be addressed- then framed by aspirational goals or vision

What does the community development team do?

“Empowering communities to lead their own development”

- Empower and support communities to lead their own projects
- Connect project groups or individuals to other organisations that can assist
- Broker community / council conversations
- Link communities with funders

Our principles

- Build on existing strengths and assets
- Bring people together to share local visions
- Empower diverse and collaborative local leadership
- Create pathways for easy planning



Key Work Streams

- Provide community workshops that enable train groups increasing their capacity and skills
- Provide upskilling for specific needs through mentoring, coaching and '1 on 1' sessions
- Create a database of key agencies and organisations and build relationships
- Create strong internal (Council) relationships to streamline how the organisation can support community led projects
- Ensure Economic Development and Community Led Development are synergised
- Help community groups navigate through council processes
- Continuously improve communication mechanisms between communities and council

2022...

Workshop program

- 12 workshops covering governance, planning and funding.
- 4 'drop in' sessions
- Follow up: CLD advisors to support groups following workshops

Blueprints and other community aspirations

- Confirm community aspirations align with blueprint aspirations
- Identify key community leaders and groups who can lead these aspiration projects
- Support activation of community led projects
- Connect agencies and organisations to relevant projects

HOW CAN COMMUNITY BOARDS & COMMITTEES HELP?

- Connect community groups with the CLD team
- Promote the workshop program
- Fund/match fund locally led projects
- Communicate with CLD team when new community aspirations are identified
- A shift from 'business as usual' dominated board meetings to a community development focus



Open Meeting

To | **Te Kauwhata Community Committee**
Report title | **Te Kauwhata Works and Issues Report -
January 2022**

1. Purpose of the report Te Take moo te puurongo

The purpose of this report is to update the Committee on works and issues arising from the previous meeting.

2. Staff recommendations Tuutohu-aa-kaimahi

THAT the Te Kauwhata Works and Issue Report - January 2022 be received.

3. Attachments Ngaa taapirihanga

Attachment 1 – Works and Issues Report – January 2022

Date:	2 February 2022
Report Author:	Vishal Ramduny – Strategic Projects Manager
Authorised by:	Vishal Ramduny – Strategic Projects Manager

TE KAUWHATA COMMUNITY COMMITTEE
WORKS & ISSUES REPORT

January 2022 (FOR 2 FEBRUARY 2022 MEETING)

	Works/Initiative	Council Actionee	Timeline and progression of works and issues	Status update
1.	Dog exercise area - Benches - Dog agility equipment	Megan May	<p>Meeting of 3 November 2021</p> <p>Megan May has advised that the installation of signs at the dog park to advise users to pick up their dog's mess have been installed.</p> <p>Tim Hinton indicated that the installation of the dog agility equipment is work in progress (weather and the Covid lockdowns have affected this (the College has been closed). Tim will however approach Menshed and Lions to see if they can help.</p> <p>Meeting of 1 December 2021</p> <p>Tim Hinton will approach Menshed and the Lions Club with a view of getting them to assist with the equipment installation.</p>	<p>Meeting of 2 February 2022</p> <ul style="list-style-type: none"> • Tim Hinton to provide a verbal update on the installation works.
2.	Te Kauwhata walkway at the end of Blunt Road and adjacent to the Whangamarino Wetlands.	Paul McPherson	<p>Meeting of 1 December 2021</p> <p>A reminder that Transpower had closed off its EOI process and endorsed an application for funding to proceed to the next phase. The final document is due in January 2022 and that the application is for \$45,000.</p>	<p>Meeting of 2 February 2022</p> <p>Multi-year Walkway Contract is in development. Expect to go to the market in February.</p>

	Works/Initiative	Council Actionee	Timeline and progression of works and issues	Status update
			<p>Council's Community Projects team has a 3-year programme of walkways - which it is currently bundling up into a multi-year contract including the Blunt Rd section. It's still in the Project Planning stage to get all the sites prioritised, budgeted, and scheduled before pulling the contract together. The Blunt Road site will be a priority with the aim of it being completed this summer.</p> <p>\$150,000 from the North Waikato Development Fund has been allocated to this project.</p>	

	Works/Initiative	Council Actionee	Timeline and progression of works and issues	Status update
3.	Te Kauwhata Domain Plan	Kim Wood	<p><u>Background</u></p> <ul style="list-style-type: none"> - TKCC resolved in 2021 that \$100K the North Waikato Development Fund be used as seed funding to seek further investment for the purposes of upgrading the domain, and in particular the walkway/fitness trail. - There is \$62k allocated in year 2 of Council's Long-Term Plan (2021-2031) for improvements in the Domain, and \$216,112 for the Domain walkway. - Domain to be included in Reserves and Sports Park Management Plan is to be consulted on as per statutory requirements (Reserves Management Act). - Council will be renewing the Village Green Playground with some minor upgrades. Council will be able to begin planning for the new destination playground at the Domain for the next LTP round (there is no capital budget in the current LTP). - Kim Wood convened workshops with both the Te Kauwhata Domain Committee and the Te Kauwhata Community Committee in late 2021 to co-design the Domain Concept Plan. <p>Meeting of 1 December 2021</p> <p>Kim Wood presented the draft Domain Plan Concept Plan to the Te Kauwhata Community Committee. The consensus was that the Plan was looking good. Kim was to provide the Plan to the Committee for any further feedback.</p> <p>Next step: Kim to start developing a programme of works (and which is aligned to the Te Kauwhata Blueprint) for a workshop</p>	<p>Meeting of 2 February 2022</p> <p>No update, Kim Wood will liaise with the TKCC and Domain Committee to arrange a date for the next workshop for the development of the works programme.</p>

	Works/Initiative	Council Actionee	Timeline and progression of works and issues	Status update
			with the Te Kauwhata Community Committee early in the new year.	
4.	Alternative site for the Te Kauwhata Fire Station	Anthony Averill	<p><u>Background</u></p> <ul style="list-style-type: none"> - The Te Kauwhata Fire Station building requires structural strengthening, but as the current building is reaching the end of its economic life and the site is considered too small to meet the current and future operating requirements, the local Fire Chief (Glen 'Mush' Whitaker) has asked Fire and Emergency NZ (FENZ) to investigate other viable site options. - Glen particularly favours land currently held by Waka Kotahi / NZTA at Wayside Road because of proximity to the Expressway. - The land parcels are the ex-DOC land being part Section 93 Block XV Maramarua SD (04390/325.02) which comprises roughly 6 hectares. This site is legally complex, and the Crown is currently working to resolve acquisition, and disposal issues associated with this site. - The other parcel is at the "Auckland end" of Wayside Road and is Section 21 SO 511041 held in RT 716439 . This site is roughly 2 hectares, but slightly less desirable in term so of emergency response times. - Both Waka Kotahi and Waikato Tainui are aware of potential interest of FENZ in this site. 	<p>Meeting of 2 February 2022</p> <p>Anthony Averill, Strategic Property Manager is progressing three related matters:</p> <ul style="list-style-type: none"> a) Section 93 Block Wayside Road– Held by DoC and being transferred to Waka Kotahi– this is currently being worked through between the Departments, before a site here can be confirmed for transfer to FENZ. b) Sec 21 Block –Wayside Road (north) – held by Waka Kotahi. The land has been declared surplus and is working through the Right of First Refusal Process. c) 126 Waerenga Road Site. The former owner has declined the offer back. This site is available for sale or other uses. Various options being compiled and will

	Works/Initiative	Council Actionee	Timeline and progression of works and issues	Status update
			<ul style="list-style-type: none"> - Michelle Smart had separate conversations with Daryl Trim (FENZ Area Commander), Alan Doherty (Deputy Commander) and with Glen Whitaker which explored the possibility of using the Council owned property at 126 Waerenga Road (a.k.a. the Mouse House) as the site for subregional emergency services hub and helicopter landing pad. This may potentially involve leasing all or part of that land on concessional terms to an Emergency Services Trust (similar to the arrangement that Council entered at Tuakau a few years ago). - Cr Sedgwick has advised Anthony Averill (Council's Strategic Property Manager) that the prime position is the Wayside Rd end, and that 126 Waerenga Road is the second option. The 'Mouse House' has significance in that it would potentially come an emergency services hub. - The 'Mouse House' site is not attractive to the Local Fire Chief (due to concerns about response times). However, the site does hold some attraction to FENZ hierarchy who are looking to the longer term, and who are trying to anticipate how both Te Kauwhata and surrounding locales are anticipated to grow. 	<p>report to Infrastructure Committee for way forward.</p>

Community Projects Update

(As of 12 January 2022)

Blunt Road Walkway

In planning phase, part of a broader multi-year walkway contract.

Te Kauwhata Playground

Engaging with the Playground Designer to provide scope and arrange site walkover. Contacting school for engagement. Looking to develop three concept designs for consultation.

Lake Waikare Reserve North

Renew the gravel access way, remove potholes and ensure the vehicle crossing is level. Following site visit, works to include cut back to make a clean edge 300mm off edge white line, chipseal down the entranceway to the low point on the main entrance and seal 2 metres down the northern access that runs parallel with the road. Rock rip-rap on the inside of the corner as you come off the road northbound, clear the drain on the left being careful to not disturb the unstable bank. Scarify metal on the balance of the track to ensure overlay ties in, remove high shoulder to allow water to flow off track, clear out culverts.

Schedule is with Waikato District Alliance for pricing.

Te Kauwhata Domain

Renew gravel access tracks. Look to move the gate on the lower field by one gate width to the south and have the vehicles track on an angle up the hill to allow for a wider arc in the turn. Gravel down to top field and behind club rooms.



Waeranga Road Rest Area

Intending to fill potholes, grade and renew gravel surface. Seal back 5m at all 3 entrances, install culvert pipe at eastern end, and dig drain to appropriate grade.



Sports Park Lighting – Seed Funding

Te Kauwhata Rugby Club have secured \$15k from WEL Energy Trusts. WDC's Procurement and Community Growth wish to become part of the wider team to assist with the project.

To	Te Kauwhata Community Committee
Report title	Discretionary Fund Report to 21 January 2022

1. Purpose of the report **Te Take moo te puurongo**

The purpose of this report is to update the Te Kauwhata Community Committee on the Discretionary fund spend to date, commitments and balance as at 21 January 2022.

The Committee also needs to revisit resolution TKCC2112/04 regarding the funds for the Christmas Parade 2021. Community Led Development Advisor will be attending the meeting to discuss this issue with the Committee.

2. Staff recommendations **Tuutohu-aa-kaimahi**

That the Discretionary Fund Report to 21 January 2022 be received

AND THAT Te Kauwhata Community Committee revisit resolution TKCC2112/04 regarding funds held by the Te Kauwhata Event Committee, as the funds need to be returned to the Te Kauwhata Community Committee.

3. Attachments **Ngaa taapirihanga**

Attachment 1 – Discretionary Fund report to 20 January 2022

Attachment 2 – Resolution from December 2021 meeting.

Date:	01 February 2022
Report Author:	Jen Schimanski
Authorised by:	Colin Bailey Finance Manager

TE KAUWHATA COMMUNITY COMMITTEE DISCRETIONARY FUND REPORT 2021/22 (July 2021 - June 2022)
--

As at Date: 23-Dec-2021

	GL	1.207.1704
Commitments from Committee Meeting Minutes & Other Information		
2021/22 Annual Plan		4,198.00
Carry forward from 2020/21		32,652.00
Total Funding		36,850.00
Income		
Total Income		-
Expenditure		
03-May-21 Payment to Jackson Engineering for supply and fitting of new boards to the Community Notice Board. TKCC2108/04		176.25
07-Oct-21 Donation Costs towards the TK 2021 Christmas Parade. TKCC2109/04		3,684.10
Total Expenditure		3,860.35
Net Funding Remaining (excluding commitments)		32,989.65
Commitments		
13-Feb-19 Further development of playgrounds TKCC1902/04		5,000.00
04-Sep-19 Donation for 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
01-Dec-21 Commitment to the Te Kauwhata Community House for the amount of \$2,377.84, for the Rangitahi Mural Project. TKCC2112/04		2,377.84
Total Commitments		29,105.59
Net Funding Remaining (Including commitments)		3,884.06

TKCC Invoice

Account Number:

Resolution:

Resolved: (Ms Grace/Mr Howells)

*THAT the discretionary fund report be received;
AND THAT the Te Kauwhata Community Committee
approves payment from its discretionary fund:*

- to Te Kauwhata Community House*
- for the amount of \$2,377.84 (inc GST)*
- for the Rangitahi Mural Project;*

*AND THAT the Te Kauwhata Community Committee
approves funding be held:*

- by the Events Committee for the cancelled 2021 Christmas Parade*
- for the amount of \$3,684.10 held be used for the 2022 Christmas Parade.*

*AND THAT the Te Kauwhata Community Committee agreed
that the money held by the Events Committee be returned
to the Te Kauwhata Community Council's discretionary
fund if it is not utilised for the 2022 Christmas Parade.*

CARRIED

TKCC2112/04

To | **Te Kauwhata Community Committee**
Report title | **Second Quarter Service Request Report to December 31 2021**

1. Purpose of the report
Te Take moo te puurongo

The purpose of this report is to update the Te Kauwhata Community Committee on the second quarter service request reporting for Te Kauwhata.

2. Staff recommendations
Tuutohu-aa-kaimahi

That the Second Quarter Service Request Report to December 31 2021 be received.

3. Attachments
Ngaa taapirihanga

Attachment 1 – Second Quarter Service Request report

Date:	2 February 2022
Report Author:	Evonne Miller
Authorised by:	Sue O’Gorman General Manager Customer Support

Service Request Time Frames for TE KAUWHATA Community Committee

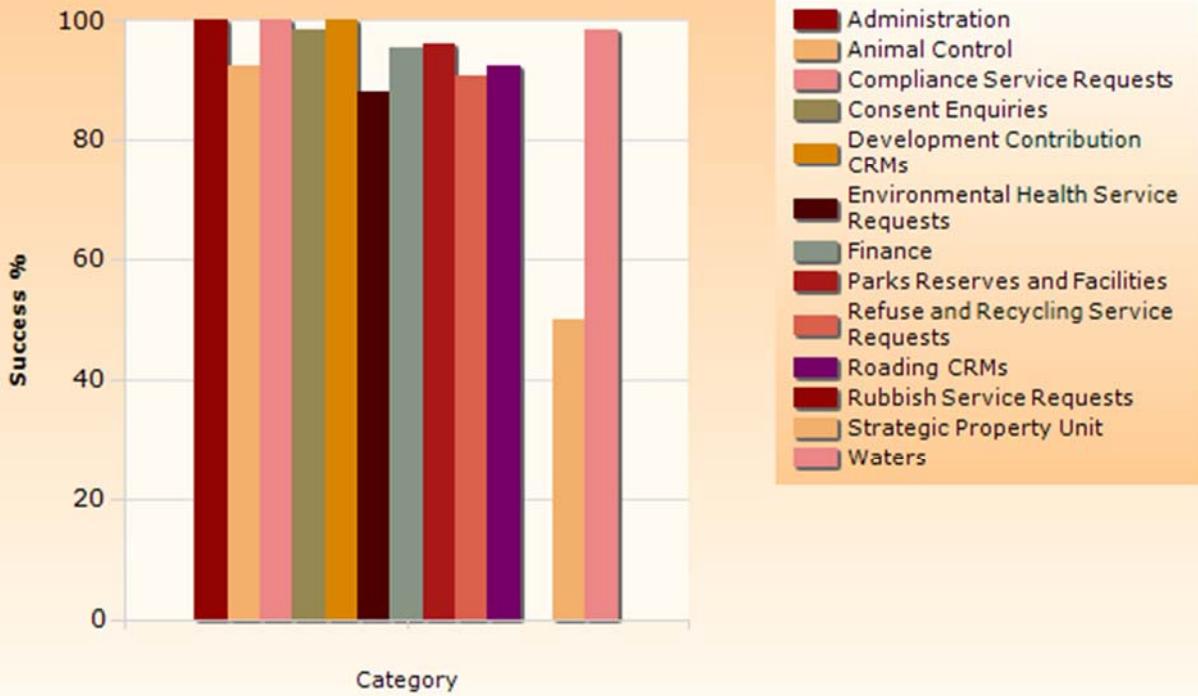


Date Range: 01/10/2021 to 31/12/2021

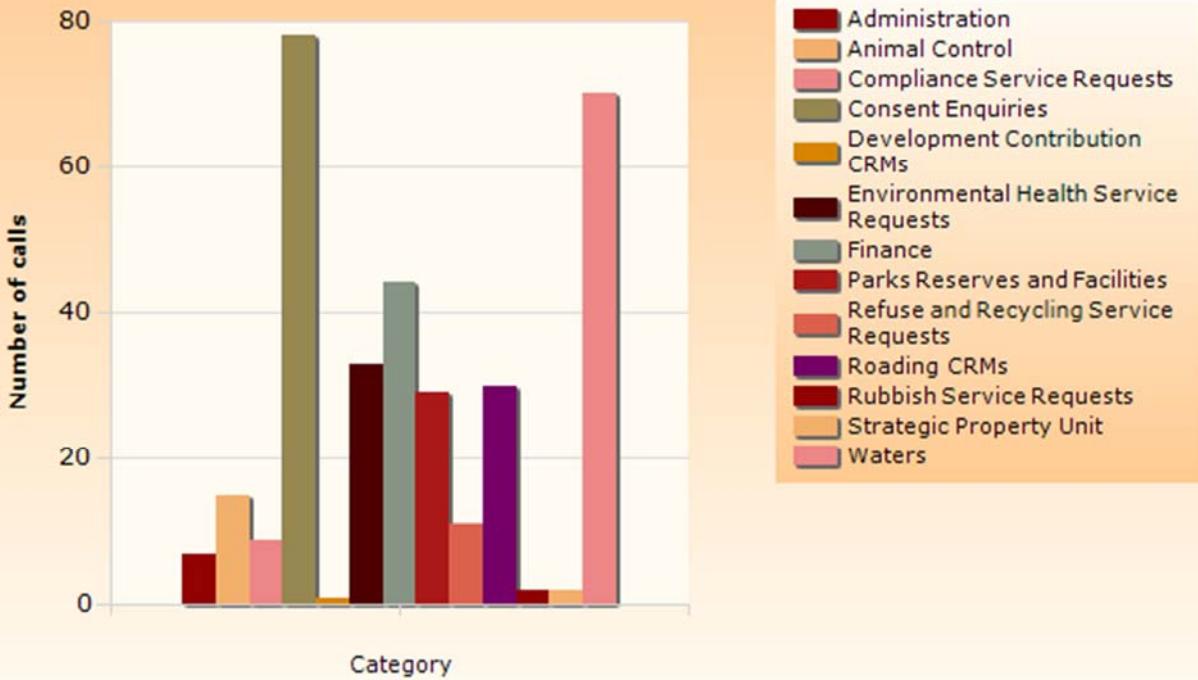
The success rate excludes Open Calls as outcome is not yet known.

1/24/2022 3:49:54 PM

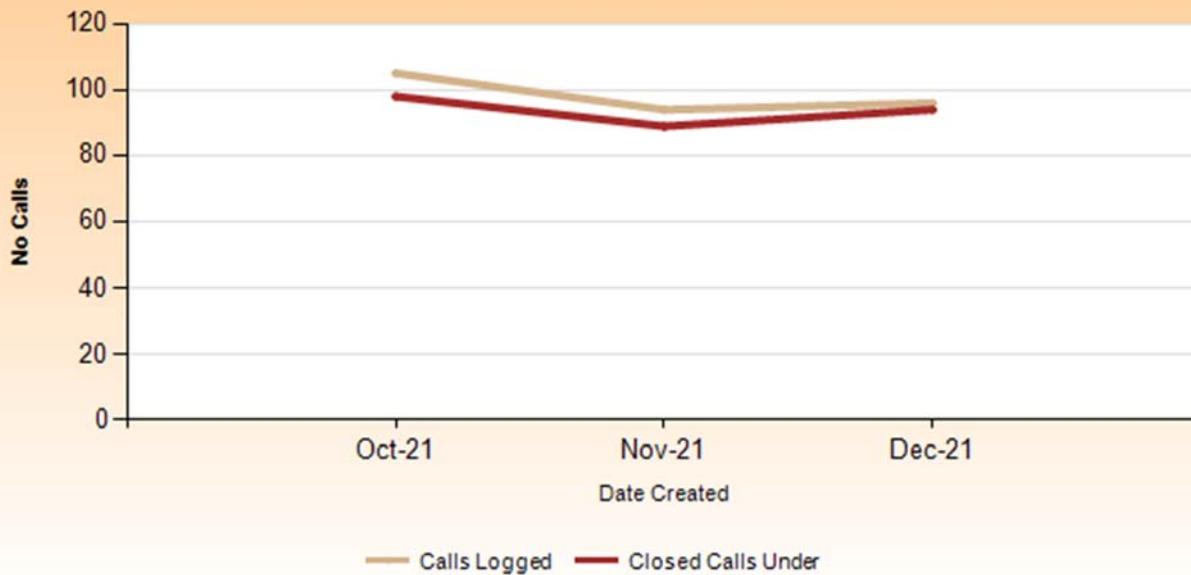
Call Completion % Success by Type



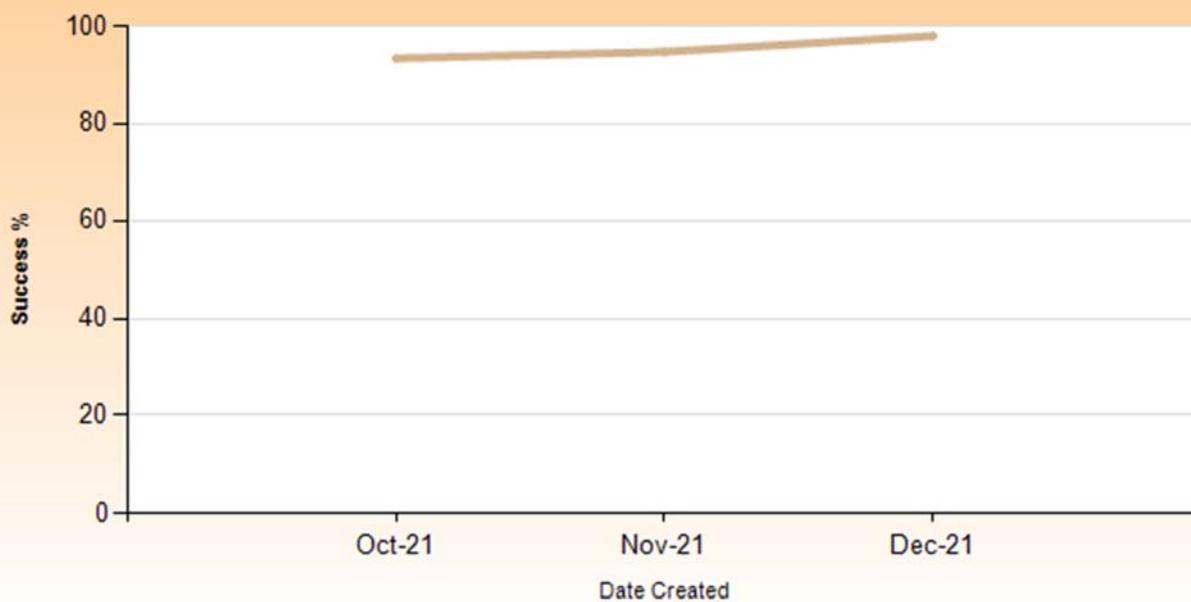
Number of Calls logged by Type



Volume of Calls Closed vs Calls Closed in Time



Completion Success per month



			Open		Closed		
Closed Calls are those calls logged during the time period that are now closed.	Open Calls are all the calls open and may have been logged at any time.	Number of Calls	Open Calls Over	Open Calls Under	Closed Calls Over	Closed Calls Under	Success Rate
Administration							
	Summary	7				7	100.00%
	Pro rated rates for the period xx to xx	7				7	100.00%
Animal Control							
	Summary	15		2	1	12	92.31%
	Animal Charges	3				3	100.00%
	Dog / Cat Trap Required	1		1			0.00%
	Dog Straying - Current	1			1		0.00%
	Dog Straying - Historic	2				2	100.00%
	Dog/Animal Missing	3		1		2	100.00%
	Dogs Barking Nuisance	5				5	100.00%
Compliance Service Requests							
	Summary	9		1		8	100.00%
	Compliance - Animal Bylaw	1				1	100.00%
	Compliance - Unauthorised Activity	8		1		7	100.00%
Consent Enquiries							
	Summary	78		11	1	66	98.51%
	Planning Process	2		1		1	100.00%
	Property Information Request	32				32	100.00%
	Rural Rapid Number assignment & purchase of plates	2				2	100.00%
	Zoning and District Plan Enquiries	42		10	1	31	96.88%
Development Contribution CRMs							
	Summary	1				1	100.00%
	Development Contribution Enquiries	1				1	100.00%
Environmental Health Service Requests							
	Summary	33	8		3	22	88.00%
	Environmental Health Complaint	3			3		0.00%
	Noise complaints straight to contractor	30	8			22	100.00%
Finance							
	Summary	44			2	42	95.45%
	Credit Control Query	36			2	34	94.44%
	Rates query	8				8	100.00%

Parks Reserves and Facilities		40					
	Summary	29		4	1	24	96.00%
	Parks & Reserves - Buildings	4				4	100.00%
	Parks & Reserves - Non-urgent Public Toilet Issues	1				1	100.00%
	Parks & Reserves - Reserve Issues	23		4		19	100.00%
	Parks & Reserves - Urgent Public Toilet Issues	1			1		0.00%
Refuse and Recycling Service Requests	Summary	11			1	10	90.91%
	New collections	6			1	5	83.33%
	Refuse - Non-Collection	1				1	100.00%
	Refuse & Recycling Contractor Complaints	1				1	100.00%
	Refuse & Recycling Enquiries	2				2	100.00%
	Rubbish bag sticker/tag orders - internal use only	1				1	100.00%
Roading CRMs	Summary	30		3	2	25	92.59%
	Emergency Events - 1 Hr Response	1				1	100.00%
	New Vehicle Entrance Request	21		3		18	100.00%
	Road Safety Issue Enquiries	2			1	1	50.00%
	Roading Work Assessment Required - OnSite 5WD	2				2	100.00%
	Routine Roding Work Direct to Contractor 5WD Comp	1				1	100.00%
	Street Light Maintenance	1			1		0.00%
	Urgent Roding Work 4Hr Response	1				1	100.00%
	Vegetation Maintenance	1				1	100.00%
Rubbish Service Requests	Summary	2		1	1		0.00%
	Abandoned Vehicle	2		1	1		0.00%
Strategic Property Unit	Summary	2			1	1	50.00%
	Council owned land CRMs	1			1		0.00%
	Lease and Licence Enquiry (Existing Lease/Licence)	1				1	100.00%
Waters	Summary	70		6	1	63	98.44%
	3 Waters Enquiry	3			1	2	66.67%
	3 Waters Safety Complaint - Non Urgent	1				1	100.00%
	Drinking water billing	6				6	100.00%
	Drinking Water Final Meter Read	32		6		26	100.00%

Drinking Water Major Leak	1				1	100.00%
Drinking Water minor leak	12				12	100.00%
Drinking Water Quantity/Pressure	4				4	100.00%
Fix Water Toby	6				6	100.00%
No Drinking Water	1				1	100.00%
Stormwater Open Drains	2				2	100.00%
Stormwater Property Flooding	1				1	100.00%
Waters - Drinking water new connection request	1				1	100.00%
Total	331	8	28	14	281	95.25%