



Agenda for a meeting of the Pokeno Community Committee to be held via Audio Visual Conference on **MONDAY, 6 SEPTEMBER 2021** commencing at **7.00PM**.

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

3. PUBLIC FORUM

4. DISCLOSURES OF INTEREST

3

The Register of Interests for the Pokeno Community Committee is attached for information purposes and for members to update any interests they may have.

5. CONFIRMATION OF MINUTES

Meeting held on Monday, 26 July 2021

5

6. CORRESPONDENCE

6.1 Inwards

6.2 Outwards

7. PUBLIC FORUM

8. REPORTS

8.1 Pokeno Works and Issues Report – August 2021

11

8.2 Pokeno Community Committee Schedule

Verbal

8.3 Subcommittee Reports

Verbal

8.3.1 Strategy & Growth

8.3.2 Finance

8.3.3 Facilities – update of Facilities Committee

8.3.4 Events

8.3.5 Communications

- Pokeno Community Facebook page
- Contacting the Committee

8.4 Neighbouring Community Committees/Boards

- Mercer
- Onewhero-Tuakau

8.5 Councillors' Report

Verbal

8.6 Other Business

9. PCC ACTION LIST

GJ Ion
CHIEF EXECUTIVE

Open Meeting

To	Pokeno Community Committee
From	Gavin Ion Chief Executive
Date	25 August 2021
Prepared by	Lynette Wainwright Democracy Advisor
Chief Executive Approved	Y
Reference #	GOV0303
Report Title	Register of Interests

1. EXECUTIVE SUMMARY

A copy of the Register of Interests is attached for the Committee's information. The register will be updated following receipt of information during the year.

2. RECOMMENDATION

THAT the report from the Chief Executive be received.

3. ATTACHMENTS

Register of Interests – Pokeno Community Committee

Register of Elected Members Interests - Community Committees

Name	Community Committee	Financial Interests <i>Please refer to Statement Reference here.</i>		Non - Financial Interests								
		1 to 6	With the exception of	Companies		Employment	Other Organisations		Property	Gifts (received since 21 October 2019)	Payments for activities and services (since 21 October 2019)	Debts
				Director/Manager	Financial Interests		Trustee/Beneficiary	Governing Body				
Ric Odom	Pokeno	No	N/A	Franklin Hospice Charitable Trust (Provision of paliative care)	Jeneric Investments Ltd. (Investment)	Franklin Hospice Charitable Trust (Provision of paliative care)	Jeneric Family Trust (Trustee)	Franklin JP Assn (Council member. Justices of the Peace)	1x Pokeno (Owner/Trustee)	N/A	N/A	New Zealand Home Loans (Mortgage)
Helen Clotworthy	Pokeno	No	N/A	Pokeno Bacon Co. (Manufacturers-Retailers)	Pokeno Bacon Co. (Manufacturers-Retailers)		David Evans Family Trust (Trustee & Beneficiary)	Pokeno Hall Committee (Treasurer) Pokeno Community Hall (Manager)	x4 Pokeno (Owner)	N/A	N/A	N/A
Allen Grainger	Pokeno	No	N/A	<ul style="list-style-type: none"> •Waikato Rugby Union •Frankton Rugby Sports Club Inc 	N/A	N/A	N/A	<ul style="list-style-type: none"> • Waikato Rugby Union (Vice-President and Board member) * WRU 2021 Centennial Committee (Board member) • Frankton Rugby Sports Club (Chairman) * Hamilton Rugby Union Inc (Chairman) * Waikato Central Junio Rugby Board (Delegate) 	N/A	N/A	N/A	N/A
Peter Koizumi	Pokeno											
Kris Hines	Pokeno	No	N/A	N/A	N/A	N/A	N/A	N/A	1x Pokeno (Owner)	N/A	N/A	N/A
Ginny Bullock	Pokeno											
Doug Rowe	Pokeno	No	N/A	INCOMPLETE FOR REST								
James McRobbie	Pokeno	No	N/A	McRobbie Bros Ltd (Earthworks)	McRobbie Bros Ltd (Earthworks)		Bombay War Memorial Trust (Trustee) Blisland Trust (Trustee)	Bombay Rugby Inc (Member)	x4 Pokeno(Owner)	N/A	N/A	N/A

YELLOW INDICATES THAT THE MEMBER DID NOT SUBMIT A COMPLETED FORM

Open Meeting

To	Pokeno Community Committee
From	Gavin Ion Chief Executive
Date	25 August 2021
Prepared by	Lynette Wainwright Democracy Advisor
Chief Executive Approved	Y
Reference #	GOV0516
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes for the meeting of the Pokeno Community Committee held on Monday, 26 July 2021.

2. RECOMMENDATION

THAT the minutes for the meeting of the Pokeno Community Committee held on Monday, 26 July 2021 be confirmed as a true and correct record.

3. ATTACHMENTS

PCC Minutes – Monday, 26 July 2021



POKENO COMMUNITY COMMITTEE

Minutes for the six-weekly Pokeno Community Committee meeting held at Pokeno Community Hall on Monday 26 July 2021 commencing at 7.00pm.

Committee Members Present	Ric Odom (Chair), Helen Clotworthy (Deputy Chair), Ginny Bullock (Secretary), Doug Rowe, Kris Hines
Guests in Attendance	Nick Johnson (WDC), Tony Whittaker (COO WDC), Megan May (WDC), Mike Lyons (WDA), Warren Wills (WT Partners), Stephanie Iremonger (WT Partners), Matt Kofoed (Downer), Lorraine Borrell (Community Constable), 4 members of the public
Councillors in Attendance	Cr Jacqui Church, Cr Stephanie Henderson
Apologies	Allen Grainger

WELCOME AND INTRODUCTIONS

The Chair welcomed attendees.

APOLOGIES AND LEAVE OF ABSENCE

Agenda Item 1

Moved by Doug Rowe
Seconded by Kris Hines

The apology from Allen Grainger be received.

CARRIED

CONFIRMATION OF STATUS OF AGENDA

Agenda Item 2

Moved by Doug Rowe
Seconded by Ginny Bullock

The agenda was confirmed.

CARRIED

PUBLIC FORUM

Agenda Item 3

One member of the public mentioned that Pokeno website page is not accessible. Encouraged to email any queries to WDC or call by using 0800 number where a job number would be allocated which will enable follow up easily.

DISCLOSURES OF INTEREST

Agenda Item 4

No disclosures of interest.

CONFIRMATION OF MINUTES

Agenda Item 5

Moved by Doug Rowe

Seconded by Ginny Bullock

THAT the minutes of the meeting of the Pokeno Community Committee held Monday 26 July 2021 be confirmed as a true and correct record.

CARRIED**CORRESPONDENCE**

Agenda Item 6

Inwards

Agenda Item 6.1

Letter from Gull advising that they want to commence construction and have appealed ruling that road works have to be completed first. Agreed that PCC should support WDC against the appeal.

Outwards

Agenda Item 6.2

No outwards correspondence.

REPORTS

Agenda Item 7

Megan May (WDC)

- **Munro Sports Ground upgrade**, including annual costs to complete Phase 2 completion date to be 4 March 2022 and will result in flat grassed area size of 3 full size fields. Future funding is allocated for carparking, lighting, toilets with change facilities, storage and shelter. Dependent on community consultation to be completed by November to get into this year's costings from WDC. Kris Hines asked how community feedback would work and its delivery. Nick Johnson (WDC) said good feasibility study is critical regarding funding.

8

- **Public toilets replacement** - Standardised design across the district being created as separate individual units. This means that they can be uplifted and moved if required in the future. \$350,000 in current year budget and completion is to be March 2022.
- **Pokeno Domain and Tennis Courts** - \$150,000 dedicated to court renewal, railing on building decking (fall risk), replace hurricane fencing, pavilion to be reclad. Marking will be tennis, probably netball, basketball, maybe football and hockey. Consultants to confirm possibilities/space.
- **Ownership of the clubrooms** (Incorporated Society) will determine how much WDC can spend on upgrade of buildings and will need extra fundraising. Carpark design completed and works should be undertaken in next few months dependent on weather. Looking at diagonal parking on Avon Road as well.
- **Discussion on skatepark site**, cost, fundraising - removal of dog park to next door paddock may be an option. \$486,251 budgeted for year three of current LTP. It was suggested that double this amount will be needed to complete project. Further discussion with PCC to be undertaken. It was felt that skatepark should be more centrally located due to lack of connectivity between Avon and main Pokeno township.
- **Discussion on fundraising** - how fundraising should be undertaken.
 - Bulk location feasibility study is essential to include Avon Road, Market Street, Totara Park etc.
 - Also confirmed inorganic collection has been cancelled after this year and public will be encouraged to take their rubbish to the new recycling centre being built in Bolland Road, Tuakau which will be ready by time next inorganic collection is scheduled.

Solid Waste report

Agenda Item 7.2

- Works issues exist. To be discussed next PCC meeting (September).
- Pokeno Market is advertising that it will be open every night and asking for stall holder interest. Do the operators need a permit?
- Also asked about Tiny Library and was advised this is a community decision regarding site.
- Footpath needed at least between Avon Road and main Pokeno township to increase connectivity and safety.

Pokeno Works and Issues Report

Agenda Item 7.3

- There is still concern regarding heavy traffic through the main street. This is due to be upgraded in August 2022 subject to weather. Some potholes have been temporarily filled.
- Ginny Bullock asked about improvements to rail crossing at McDonald Road because of extra traffic due to Pokeno Road diversions and was advised that this is with NZ Rail but is complicated because of train movements.

- Helen Clotworthy advised that Z truck stop has asked WDC for resource consent for six more fuel pumps. This was a surprise to the Committee and Ross to come back next meeting with full details.

Matt Kofield (Downer)

Service lanes to be built for residents of Pokeno and Ford Roads as part of the upgrade. Pokeno Road to be closed until end of August when it will be reopened until October/November, it will then be closed again for road to be resurfaced.

Tony Whittaker (WDC)

Agenda Item 7.5

- Consent requests up by 50% on 2020.
- LTP confirmed June 2021.
- Discussion between Tony Whittaker and Cr Church regarding public input at rates meetings and how more public information can be disseminated via websites.
- Discussion regarding how to advise ratepayers of what is happening in Pokeno and how Facebook and web page should be set up.

Pokeno Community Committee Schedule

Agenda Item 7.6

Update of Pokeno website (www.pokeno.nz) and Facebook entries as the website was not working. Council will contribute something towards this. The Chair reminded those present that information regarding Pokeno, including meeting papers, can be accessed in the WDC website (using Google and searching for Pokeno or Pokeno Community Committee can also provide the links). Ric Odom to follow up on the website.

Subcommittee reports

Agenda Item 7.7

No reports.

Community Committees / Boards

Agenda Item 7.8

No reports.

Councillor Church

Agenda Item 7.9

- Cemetery ready for use.
- Bollard Road Tuakau is site of new recycling/recovery centre near Gull service station.
- Dog Control Centre will also be situated in Tuakau.
- New Dog Control Bylaw to be announced - check details with the 0800 WDC number. Sign to be put up at Pokeno Dog Park to announce this.
- Speed Bylaw - going to Waka Kotahi for further consultation.
- Purchase of land in central Pokeno by WDC has been made for future use but public not advised.

10

- Representation review of number of councillors/wards for next 3-6 years in Waikato. Will be 2 Maori and 11 Councillors in next three years.

OTHER BUSINESS

Agenda Item 7.10

Setting up legal entity for Pokeno Community Committee

Ric Odom advised that this is underway and may take some time to complete. Once done then the bank account will then be set up. Advises, he has enough information from committee members to continue with this.

ACTION POINTS FOR SEPTEMBER MEETING

Agenda Item 8

- Proposed date for AGM (September/November 2021) for discussion committee elections held two yearly.
- Use of \$20,000 for planting in the Pokeno area.
- Use of public land in Pokeno. Suggestions for future use.
- Ideas for ways to inform public - update Facebook page and website. How to go about this as original web designer is no longer available.

List of public attendees completed and handed to Secretary Ginny Bullock.

Chair Ric Odom thanked visitors and the public for their attendance and contribution.

There being no further business the meeting was closed at 9.29 pm.

NEXT MEETING

The next meeting of the Pokeno Community Committee is Monday 6 September 2021 at 7.00 pm at the Pokeno Community Hall.

Open Meeting

To	Pokeno Community Committee
From	Vishal Ramduny Acting General Manager Community Growth
Date	6 September 2021
Prepared by	Karen Bredesen PA to the General Manager Service Delivery
Chief Executive Approved	Y
Reference/Doc Set #	PCC2021; GOV0516 / ECM # 3228659
Report Title	Pokeno Works and Issues Report – August 2021

1. EXECUTIVE SUMMARY

This report is to update the Pokeno Community Committee on issues arising from the previous meeting.

2. RECOMMENDATION

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

3. ATTACHMENT

- Pokeno Community Committee's Works and Issues Report – August 2021

PCCs Works and Issues Report – July 2021

#	Issue and Action	Area	Status Update
1	<p>PUBLIC TRANSPORT – HAMILTON TO AUCKLAND CORRIDOR INITIATIVE</p> <p>Action: 3 May 2021 Staff to provide an update.</p>	Gareth Bellamy	<p><u>Bus Shelters</u> Council has budget to install either 3 large bus shelters or 5 single bus shelters in the district based on patronage data provided by Waikato Regional Council. Based on this data, Pokeno, unfortunately will not be receiving any shelters for the 2021/22 financial year.</p>
2	<p>Pokeno Market (Do operators need a permit?)</p>	Monitoring	<p>No Trading in Public Places licenses have been issued for this site as it is a private property and the owner of the site (motel owner) manages the stalls. If the stalls were out on a public roadway/reserve or other public place then they would need to apply for a licence.</p> <p>Our Environmental Health Team would issue Food Control Plan/National Programme licences – which permits sale of food to the public from the stall. These are tied to the stall holder/food provider rather than the market. The stall holder would be obligated to display their licence while they are selling food.</p>
3	<p>Works Programme Following the presentation to the Committee at the 15 June 2021 meeting, weekly communication updates on current roadworks are being provided by Waikato District Alliance staff.</p> <p>An overview of roading projects is being prepared for the community and is scheduled to be distributed in August.</p>	Service Delivery	<p>AUGUST 2021: The content has been completed. The information pamphlets will now not be available until the October meeting due to lockdown bottlenecks.</p>
4	<p>Solid Waste Review</p>	Service Delivery	<p>Completed, presentation has been circulated to the Committee for information.</p>
5	<p>Resource Consent for Fuel Tanks – Z Truck Stop</p>	Tony Whittaker	<p>Completed, information has been circulated to the Committee for information.</p>

#	Issue and Action	Area	Status Update
6	Service Request Performance	Tony Whittaker	<p>Completed, the update below has been circulated to the Committee for information:</p> <p><i>As discussed at the meeting, the majority of those that failed to meet the level of service was due to the current high activity levels and challenged staff resource levels in certain areas. We also identified some had been completed on time but recorded at a subsequent date. This will be addressed.</i></p>

COMMUNITY PROJECTS TEAM UPDATE (As at 20 August 2021)

Parks - Munro Road Sports Park

Contract 20/068 has been awarded to Gleeson Civil Limited. The contract documents have been signed and the contract pre-start meeting held. The Fish Management Plan has been submitted to the Regional Council.

Sediment and Erosion Control plans are being developed, and an Iwi blessing is scheduled for the 7 September. Work is planned to commence Monday, 4 October 2021 and is expected to take 16 weeks. All works are to be completed by 4 March 2022.

Cemeteries - Whangarata Cemetery Development (Watermain Repair)

The site disestablishment and removal of sediment and erosion controls is complete.

Three quotes have been received and evaluated and a Preferred contractor selected.

In the coming weeks we expect to complete sign-off on the tender report, and will have the Contractor submit pre-construction documentation.

Works are planned to commence mid-September.

Pokeno Toilet Replacement

The detailed design for the standard toilet layouts are complete. Drawings are being finalised for community consultation in selecting design and colours.

The Registration of Interests (ROI) evaluations are complete. Tender contracts are being written for both the toilet fabrications, and the separate installation/connection contracts.

Consultation with the key stakeholders at each of the toilet locations can now get underway to confirm location and layout, the communities preferred roofing option (flat or 30 degree pitch), external cladding option, and colour.

Pokeno Main Street Upgrade

Consultation will be undertaken through the Community Committee during design, and into construction.

Roading Design Works

Design will get underway for the roading works planned in the next few years, including:

- Pokeno Rd – Bridge to Munro Rd Corridor Upgrade
- Munro Rd / Pokeno Rd Intersection – this is the scheme design phase.
- Great South Road / Pokeno Rd Intersection
- Helenslee Rd – Munro Rd to SH1 Interchange
- Munro Rd One Lane Bridge (construction currently scheduled for 2024/25)

Designs will be provided for review as they develop.

Culvert Works

Culvert upgrades are scheduled for this summer construction season on Munro Rd (aligns with new stream alignment), and Ford Rd.