
Agenda for a meeting of the Pōkeno Community Committee to be held in the Pookeno Hall, cnr Market Road and Gt South Road, Pookeno on **MONDAY, 15 JUNE 2026** commencing at **7:30 PM.**

Information and recommendations are included in the reports to assist the Committee in the decision-making process and may not constitute Council's decision or policy until considered by the Committee.

The meeting will be opened with a karakia.

1. PRESENT

2. APOLOGIES AND LEAVE OF ABSENCE

3. CONFIRMATION OF STATUS OF AGENDA

4. DISCLOSURES OF INTEREST

The register of interests is no longer included on agendas, however members still have a duty to disclose any interests under this item.

5. MINUTES FOR CONFIRMATION

Minutes for confirmation for a meeting held on Monday, 4 May 2026

6. PUBLIC FORUM

6.1 Jenni Wild - NZTA

6.2 Headstart Pathway - His Worship the Mayor

7. REPORTS

- 7.1 Works and Issues Report June 2026
- 7.2 Adoption of Standing Orders
- 7.3 Communications Update (*Verbal*)
- 7.4 Finance Update (*Verbal*)
- 7.5 Economic Wellbeing Tourism (*Verbal*)
- 7.6 Sports Park/Pookeno Hub Update (*Verbal*)
- 7.7 Cultural Update (*Verbal*)
- 7.8 Councillors Report (*Verbal*)

8. CLOSE OF MEETING

CL Hobbs
CHIEF EXECUTIVE

TERMS OF REFERENCE

PŌKENO COMMUNITY COMMITTEE

Chairperson:	Allan Grainger
Deputy Chairperson:	Prince Kalra
Membership:	Two Ward Councillors (Vern Reeve and Fabio Rodrigues) Ten community representatives (Ginny Bullock, Lynda Spicer, Janet Baillie, Sarah Baker, Rick Barber, Helen Clotworthy, Bronwyn Heath, Dhanak Humayn, Haupai Montgomery, Jay Singh)
Meeting frequency:	Six weekly
Quorum:	Half of the members if even or + 1

It is noted that the community committee terms of reference (TOR) are being reviewed at present and are likely to be revised again, as part of the representation review, in early 2027. In the interim these TOR apply to the four community committees listed on page 51.

Election and election process

1. Members of community committees shall be elected on a three-year cycle, following the local body elections and after the establishment of a governance structure with TOR.
2. Elections shall be held by public meeting conducted by the chief executive of Council or their nominee, at which candidates will be nominated and elected (the elections meeting). The elections meeting shall be conducted in a manner deemed appropriate by the chief executive.
3. Council will advertise the public meeting and call for nominations to the committee.
4. Any vacancies occurring during the term shall be filled as deemed appropriate by both Council and the committee. The committee may, by resolution, co-opt members to assist as required if the number of members does not exceed the maximum specified in paragraph 1 of the membership of community committee section (see below).
5. Council may assist in filling vacancies as appropriate.

Purpose

The Pōkeno Community Committee (the Community Committee) is set up by the Waikato District Council (Council) to deal with local issues on behalf of Council in the township and surrounds of Pookeno.

Roles and delegations

The community committee's role shall be as follows:

1. Represent and act as an advocate for the interests of its community.
2. The consideration of and reporting on all matters referred by Council or any matter of interest or concern to the community committee.
3. Maintain an overview of services (e.g., road works, parks, recreational facilities, community activities, and traffic management) provided by Council within the community of Pokeno
4. The preparation of an annual submission to the budgetary process of the Waikato District Council for expenditure within the community of Pokeno
5. Communication with community organisations and special interest groups within the community of Pokeno
6. In the event that the committee that doesn't have specific discretionary funding to allocate, the committee can make an application to Council's Rural Ward Discretionary Fund for the funding of specific projects or events. These grants are available for projects and initiatives in rural areas and areas that are not served by a community board or other committee that receives discretionary funding.
7. To work with the elected hall committee to ensure the management and administration of halls within the Pokeno area.
8. Any other function and duties may be delegated from time to time to the community committee by Council.
 - a. Pursuant to sch 7, cl 32(3) of the LGA, any sub-delegation of these responsibilities, duties and powers by community committee is hereby expressly prohibited.

Membership of community committee

1. The membership of the community committee shall consist of not fewer than three and no more than 12 elected members plus appointed member(s) from Council.
2. In line with representation reviews and any applicable Local Government Commission determinations, councillor(s) elected in the ward representing the community committee area shall be community committee members either by election or appointment.
3. The role of the appointed councillor(s) shall be the liaison link between Council and the community committee.
4. Community Committee members (of the four committees stated on page 51) are expected to act in accordance with Council's code of conduct and standing orders at all times. This includes the obligation to declare any actual, potential, or perceived conflicts of interest in relation to matters under consideration.

Chairperson

1. The community committee shall appoint a chairperson from within its membership.
2. The community committee shall appoint a deputy chairperson from within its membership.
3. The community committee shall appoint a secretary from within its membership.
4. For community committees with the delegation of discretionary funding, they will need to appoint a funding representative to work with council staff.

Meeting procedures

1. The community committee shall follow the general principles of the New Zealand Standards (NZS 9202:2003) Model Standing Orders including Amendment 1 for Meetings of Local Authorities and other public bodies.
2. Any variance to the standing orders can be decided by a simple majority vote of those members present at a meeting.
3. A quorum of members of the committee shall consist of no fewer than five members.
4. The committee will be responsible for completing, and submitting to Council's Democracy team, minutes for each committee meeting in accordance with guidance provided by Council.
5. Members of the public and external presenters (including Council staff) will be treated with respect and courtesy by committee members.
6. All councillors are entitled to attend community committee meetings and are granted 58 speaking rights on agenda items and general matters. Aside from those formally appointed as members of the committee, attending councillors do not hold voting rights.

Communication

1. The objective is to retain quality relationships between Council and the community committee and the community committee and the public.

Responsibilities of Council

1. Council agrees to hold at least one combined workshop per annum, at which Council will participate with all community committees in discussing issues of mutual interest and clarification will be given on future Council direction.
2. Council may accept representations from the community committee at its ordinary meetings on issues of significance contained within the community board minutes.
3. Council employs the chief executive, and the chief executive employs all staff. The chief executive is accountable to Council, not to the community committee.

Winding-up of the committee

1. The committee may be wound up by resolution of Council in consultation with, or as a result of a request from the committee.

To	Pōkeno Community Committee
Report title	Minutes for confirmation for a meeting held on Monday, 4 May 2026
Date:	15 June 2026
Report Author:	Elizabeth Saunders, Senior Democracy Advisor
Authorised by:	Gaylene Kanawa, Democracy Manager

1. Purpose of the report

Te Take moo te puurongo

To confirm the minutes for a meeting of the Pōkeno Community Committee (PCC) on Monday, 4 May 2026.

2. Staff recommendations

Tuutohu-aa-kaimahi

THAT the Pōkeno Community Committee confirms the minutes for a meeting held on Monday, 4 May 2026 as a true and correct record.

3. Attachments

Ngaa taapirihanga

1. PCC Minutes Monday 04 May 2026

POKENO COMMUNITY COMMITTEE

Minutes of meeting of Pokeno Community Committee held at 7.30 pm at Pokeno Hall on Monday 04 May 2026

Present

Allen Grainger (Chair), Helen Clotworthy, Prince Kaira (Deputy Chair), Ginny Bullock (Secretary), Jay Singh, Lynda Spicer (Treasurer), Sarah Baker, Rick Barber, Janet Baillie, Dhanak Hamayun

Councillors: Vern Reeve, Fabio Rodrigues, Peter Thompson, Endine Dixon-Harris

Visitors: Will Gauntlett (WDC), Liz Saunders (WDC), Sen Sergeant Noel Foster (NZ Police), various members of the public

Apologies

Mayor Aksel Bech
Bronwyn Heath

Moved: Janet Baillie

Seconded: Ginny Bullock

The Chairperson welcomed everyone to the meeting and advised that as per last meeting, it will be live streamed and can be watched online.

Confirmation of Status of Agenda

Moved Allen Grainger

Seconded Ginny Bullock

Confirmation of previous minutes 02 December 2025

Moved Allen Grainger

Seconded Janet Baillie

Disclosures of interest

The register of disclosures of interests is no longer included on agendas but PCC members still have a duty to disclose any interests under this item to the Chairman

CORRESPONDENCE

In: Various emails from WDC forwarded by Ginny Bullock to all committee members.

PUBLIC FORUM

- Weeds are rampant all over Pokeno which is really bad as we are the Gateway to Waikato. Upkeep is supposed to be monthly but that is definitely not happening as weeds are now growing out of the roundabout at Pokeno Road and Great South Road.

- The on/off ramps have weeds that are over knee high, even though some local people have been there to try and maintain them which puts them in danger from traffic. Waka Kotahi only looks after land from the bridge and WDC and Auckland Council do not seem interested in taking responsibility.
- Rubbish in the town centre is still bad with bins overflowing

Pokeno Community Emergency Response report:

- Ian Leader gave an update on the recent cyclone.
- The plan was activated and all systems worked well. Active liaison with other CER groups under the guidance from Civil Defence based at WDC in Ngaruawahia took place.
- They make all the decisions regarding the deployment of resources.
- These are not made at a local level. It is a huge area stretching from Tuakau out to Mangatawhiri, Mercer and Onewhero.
- Main advice from the group is that if at all possible:
 - 1 - Stay at home
 - 2 - Stay with neighbours
 - 3 - Go to local Welfare centre as advised on Facebook
- A Facebook page to be created with links to WDC and PCC.

Police Update (Verbal)

- A report was given by Sen Sergeant Noel Foster regarding Pokeno and surrounding areas. This is regarded by police as quite a quiet area with fluid staff movements.
- Constable Sid is due to retire at the end of the month meaning that Pokeno does not have a Community Constable.
- Main problems in Pokeno are shop lifting and more recently fuel thefts. The dead goats on Ridge Road were shot, not killed by dogs,
- Pokeno is regarded as a slow speed area. Car thefts have reduced as various responsible groups have been caught.
- The Sergeant did emphasise that various Vietnamese organised crime groups (mainly) are buying/renting houses and building cannabis factories. Clues to look out for are high power usage, windows/curtains always drawn, no constant movement in and out, perhaps weekly, little vehicular activity.
- A brief discussion took place regarding recent gunshots heard near Pokeno. It was explained that duck shooting starts on the first weekend in May and goes for 6 weeks so shots will be heard at dawn and dusk during this period.
- It was advised to always dial 111 in an emergency or 105 for other police reports. Crimestoppers has its place but complainants do not leave names/addresses so it is difficult to follow up on these reports.
- The Sergeant left his email address and phone number for those of the public who need to talk to him personally (Noel.foster@police.govt.nz)

REPORTS

Roading

- Allen Wilkinson and Paul McPherson from WDC updated the meeting regarding road in the Pokeno area. They showed update on footpath for Dean Road/Fraser Road and roundabout but these are in the planning stage at this stage due to financial constraints.
- Munro Road is due to be upgraded (still) and they are looking at raising the service to enable cabling, drains etc to be built. Roundabout is also planned at the intersection with Pokeno Road. All on hold due to lack of funding.
- Bridge on Pokeno Road still has 20 years of “life” left so upgrade is in the longterm plan. However the protective panels on each side will be removed to make for room. A footpath is going to be built shortly for safety so that children can cross to school.
- All plans will be made to “shovel ready” subject to NZTA funding

Adoption of Standing Orders

- Elizabeth Saunders (WDC) explained these to the meeting. They are already in place but some updates are now needed and more updates will be coming later this year. After some explanation, Allen Grainger said that this should be taken away until PCC can discuss it further.
- Main points are: 1 - Having meetings via Zoom, 2 - The Chair should have a casting vote, and 3 - The process for moving motions.
- The Committee will receive the report for this meeting and confirm their decision at the next meeting.

Councillor’s report (Tabled)

Cr Fabio Rodrigues

Over the past six weeks, Council has been working intensively through the Long-Term Plan Core Services workshops, going line by line through every activity to cut waste, drive efficiencies, and make sure ratepayers are actually getting value for the money they put in.

This has meant challenging long-standing assumptions, questioning spending that doesn’t deliver for communities, and pushing for a more disciplined, transparent approach to how Council operates.

We also held the Council meeting to consider the proposed budget position for the 2026/27 Annual Plan. The vote was 13–1. I voted against the proposal because of the impact on rates and the ongoing gap between what people are paying and the level of service they receive.

Councillor Reeve voted in favour, expressing his view that the plan aligns with community needs and expectations. The final decision on the rates strike will be made at the end of June.

Today, we also met to discuss open space across the district. This work is currently in the public-excluded section, so I am limited in what I can report, but the focus is on ensuring our fast-growing communities have the right mix of parks, reserves, and recreational spaces, and that these assets are managed responsibly.

Across all of this work, one thing is clear: Council is shifting toward being more transparent, more efficient, and more responsive to the communities it serves. The foundations are now in place for a more community-centred approach to decision-making and delivery, and I look forward to continuing this work with you over the coming months.

A discussion took place as to why Fabio voted against the WDC budget of the Annual Plan and how this would affect any rate rise. A question was raised as to how Fabio would cover WDC expenditure if there is no rates increase and where he thought the funds would come from

A question was also raised regarding the huge increase in the cost of living and whether the rates increase will be put on hold by Council. Committee was advised that costs for 2026 were set in the Annual Plan in 2025 so there will be no changes. The Long Term Plan this year will be based on affordability and will hear the voice of the community

Could we have a breakdown of where rates go to.

Cr Vern Reeve (Verbal)

Vern advised the committee that in order to save some funds, he and Fabio are travelling together to meetings in Ngaruawahia. Doing this saves about \$12000 per year in mileage costs

He said how pleased he is that the pathway on Pokeno Road is going ahead at long last after about 3-4 years lobbying

Financial report

- Lynda Spicer advised that there has been no change to the balances since the last meeting.
- Helen Clotworthy advised that the balances are \$8252.76 for the business account and \$3015.94 for the savings account.
- Lynda has been in touch with Council regarding the grant to local committees/boards and why Pokeno has not received this for two years. She is awaiting a response

Communications

- Helen advised that the website needs modernising and updating. Asked if anyone could help with this or knows someone who could help as the usual person has gone to Australia.

Security Cameras

- All 3 cameras are now installed. Camera at Site 1 on Market Street intersection is not working yet as WDC is waiting Counties Power to finish installation of cable, but those at the Pokeno Road roundabout and at Helenslee Road by the motorway are up and running.
- Installation of the centralised server in Ngaruawahia is underway and is expected to be completed by June 2026.
- Programming and livening the video feed to the centralised server in Ngaruawahia is upcoming as is connecting the new cameras to the V-Grid platform via Safer Cities.

Skate Park/Destination Playground

- Some money is held by council but there will still be a shortfall of approximately \$350000 so fundraising will be required. Contractor is being sourced.

Co-opt of new PCC member

- At a separate meeting, it was unanimously agreed that a new member should be co-opted to replace Haupai Montgomery who has resigned. A nomination form was received for Amanda Rutherford (Nominated by: Allen Grainger; Seconded by: Ginny Bullock) which was received at the meeting.
- The Senior Democracy Advisor confirmed that the co-opting of a new member needs to be resolved at the public meeting. It was confirmed there were no other nominations for the Committee.
- The Committee voted unanimously to co-opt Amanda Rutherford as a new member.

Moved Allen Grainger

Seconded Ginny Bullock

NEIGHBOURING COMMITTEE REPORTS

No reports for this meeting.

Upcoming events

- Successful Fun Run help recently
- High Tea for Mothers' Day on Sunday 11 May at 10 am – 2 pm in the Hall. \$10 per person in conjunction with Crafty Cows market.
- Sri Lanka Day 06 June 10 am – 2 pm. Free at the Hall

KEY WORKS PROGRAMMES - Will Gauntlett

Capital Works Programme

- Details can be found on the WDC website including LTP consultations.
- Will advised that most of Capital Works had previously been discussed earlier. Plans for Community Hub have been completed and a contractor is being sourced.
- Antenno app use is encouraged for council business

The following questions were tabled by Allen Grainger for future consideration and response by Council:

1. Can the Council advise that of the rates received from Pokeno area, how much is returned to the Community and in what capacity;
2. Can the PCC have a report on the volume of traffic using the Main Street of Pokeno;
3. A traffic scaling report is required to ascertain that the projected new route diverting heavy traffic from the Main Street, around Hitchen Road, Gateway Park Drive and McDonald Road. Report would ascertain the proposed new route can take the type of traffic/volume mentioned;
4. A review of the placement of rubbish bins within the Main Street of Pokeno;
5. Maintenance of berms at roundabout at Pokeno Road still not being done regularly (see above);
6. That in conjunction with the PCC the Council investigates the selling of the Pokeno Hall and land, so that a multi-purpose Community Centre could be funded and built at the Sports Park on Munro Road;
7. 7 In the new Pokeno West sub-division, Council advised the developer that they should decrease the amount of retail space they wanted to provide. Who sat on the meeting where this was decided and why was the decision made;
8. What is happening with the gazebo which is being considered for Hitchen Road. This is going to be self funded and PCC wonders why it is taking so long.

Dhanak

Helen Clotworthy advised that PCC member Dhanak has been invited to Cannes to show her designs. There is a raffle of \$100 per ticket to help with her expenses and the prize is an outfit designed by Dhanak. Committee gave her all good wishes for the trip.

Meeting closed at 9.25 pm

MEETING DATES 2026

Monday 15 June 2026

Monday 03 August 2026

Monday 14 September 2026

Monday 26 October 2026

Monday 07 December 2026

SH1 Papakura to Drury project

Construction update
Pokeno Community Committee
15 June 2026

Construction progress

- Continuing northbound (NB) and southbound (SB) motorway widening between south of Slippery Creek/ Otuuwairoa Stream and Drury Interchange, also widening SB between the BP service centre on-ramp and Otuuwairoa
- Continuing SB slipform barrier works north of Otuuwairoa and continuing south of the stream
- Continuing shared use path (SUP) works on the NB side of the motorway
- Continuing to build the deck of the first (of two) SB Otuuwairoa bridges and building up the roading approaches each side of it
- Completed bridge piling under Transpower lines on western side of Bremner Road bridge over Ngaakooroa stream; started piling on the eastern side under Transpower lines
- Shifted traffic onto temporary Drury southbound off-ramp and continuing to build permanent off-ramp
- Pouring panels for the D-Wall (diaphragm retaining wall), immediately north of Bremner Road bridge on SB side of SH1
- Completed Great South Road bridge piling (northern side), shifting to southern side
- Continuing underground services works on Great South Road, SH22, Bremner Road, Creek Street
- Cutover of two wastewater main works by SH22 / Mercer Street intersection.

Shared use path – northbound (western) side of SH1



Slippery Creek / Otuuwairoa bridge



Slippery Creek / Otuuwairoa bridge

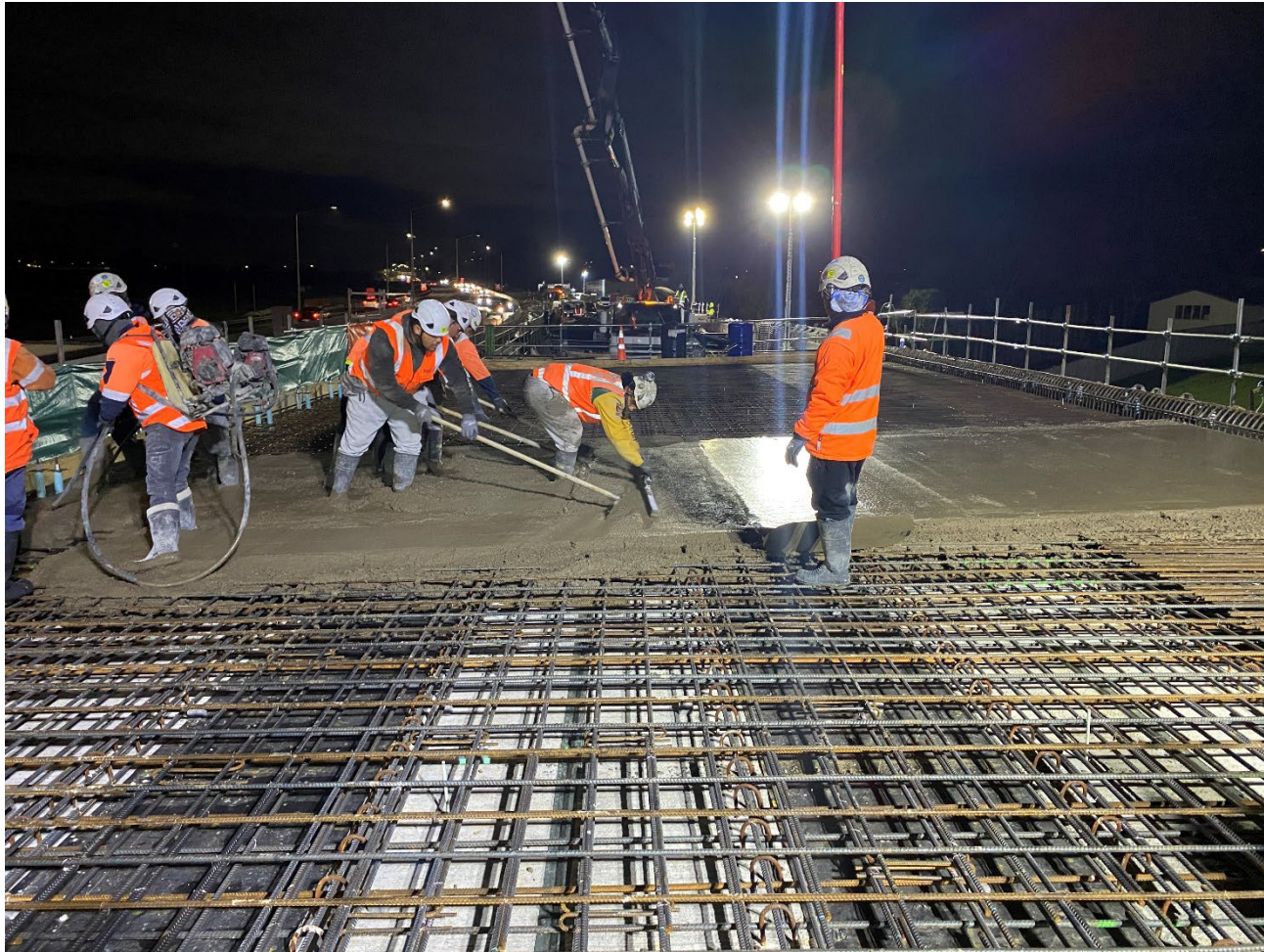


This first of two SB bridges:

- is up to ~2.5m higher than the existing SB bridge
- will have 100t of reinforcing steel in it
- will be built using 500t concrete.

Slippery Creek / Otuuwairoa bridge

– pouring the deck of the first of 2 SB bridges



Southbound road widening

– from south of Slippery Creek / Otuuwairoa bridge to just north of Drury SB off-ramp



Bremner Road bridge over Ngaakoora Stream – pier piling completed on western side and started piling on the eastern side of the stream



Ngaakoora bridge piling

- completed pier piling on western side of stream and continuing on eastern side



Diaphragm retaining wall (D-Wall) - SB side of SH1, immediately north of where the new Bremner Road bridge will be built



D-Wall – installing reinforcing steel and pouring the panels

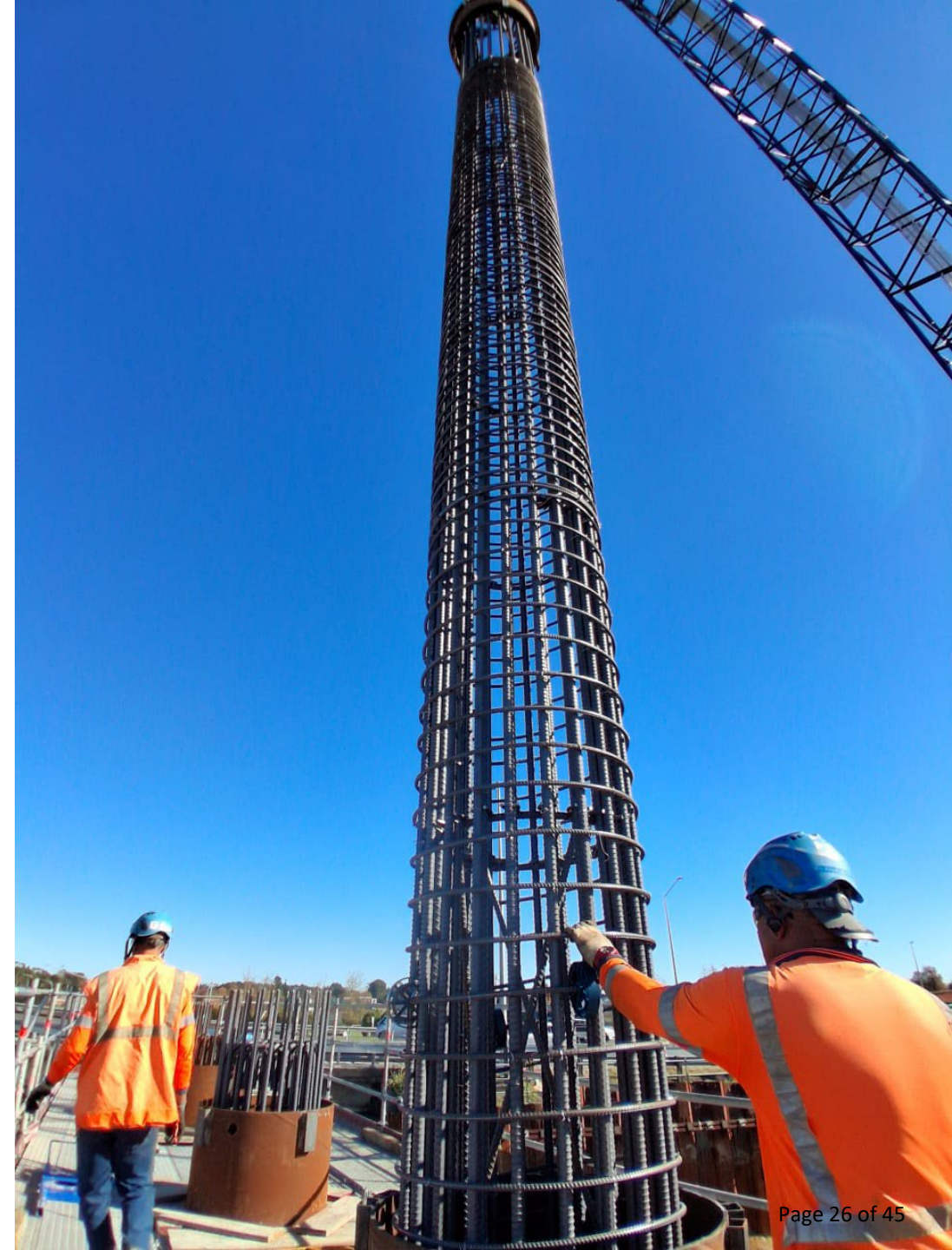


Drury Interchange – to the east: culvert and stormwater works; piling SH1 bridge over Great South Road; SB off-ramp temporarily realigned to build new, permanent ramp



SH1 bridge over Great South Road

- piling works on north side of GSR



Drury Interchange – to the south: Flanagan Road realignment; installing wick drains in preparation for building up embankments that will take SH1 lanes and SB on-ramp onto and off the NIMT bridges; SB road widening



SH22 / Victoria Street / Mercer Street intersection

– remaining works are off the road lanes; 2 wastewater mains cutover (bottom left)



Community information day

- Held on Saturday 25 May at Drury School Hall – 176 visitors
- Next information day scheduled for Saturday 22 August.



Questions?

Project contacts:

- Website: www.nzta.govt.nz/p2b
- Email: p2b@nzta.govt.nz

To	Pōkeno Community Committee
Report title	Works and Issues Report June 2026
Date:	15 June 2026
Report Author:	Soroya McGall, Executive Assistance to General Manager Strategy & Growth
Authorised by:	William Gauntlett, General Manager - Strategy & Growth

1. Purpose of the report

Te Take moo te puurongo

To provide an update to the Pōkeno Community Committee on actions and issues arising from the previous meeting and works underway.

2. Staff recommendations

Tuutohu-aa-kaimahi

THAT the Pōkeno Community Committee receive the Works & Issues report for June 2026.

3. Attachments

Ngaa taapirihanga

1. Pokeno Works and Issues Report June 2026

Pōkeno Community Committee Works and Issues Report – June 2026

	Issue and Action	Area	Status Update
1.	<p>Financial Report</p> <p>A question was raised regarding the \$1000 grant from Waikato District Council which was not received in 2025 or 2026.</p> <p>May 2026:</p> <p>The Democracy team confirm funding is available for Community Committees. They are currently finalising the application process which will include confirmation of the amount available. Further information will be shared once this process has been confirmed.</p>	Democracy Manager	<p>June 2026:</p> <p>Democracy confirms a one-off payment of \$10,000.00 is available to the Pōkeno Community Committee which is carry forward budget from the 2024/25 Financial Year. Information on how to process this has been provided to the Committee Secretary.</p>
2.	<p>Funding for Pokeno Road pedestrian Bridge:</p> <p>PCC member Rick Barber noted his view that the current road bridge is not fit for purpose and should be closed to heavy traffic. Rick would like to investigate whether closing the bridge would prompt funding from NZTA.</p>	Transport Operations Manager	<p>Council is aware of community concerns regarding pedestrian safety on the existing Pokeno Road Bridge, particularly the interaction between pedestrians and vehicles within the constrained bridge environment.</p> <p>Preliminary investigations and design work for a pedestrian connection are being undertaken, with officers exploring alignment opportunities with wider Pōkeno Road rehabilitation works.</p> <p>At this stage, the project is not currently funded within the adopted Long-Term Plan (LTP), and there is no confirmed NZTA funding allocation in place. Council is exploring options for funding.</p>

	Issue and Action	Area	Status Update
3.	<p>Maintenance and upgrade update for Bluff Road and Pioneer Road:</p> <p>Can Council provide a schedule of maintenance or upgrade works on these roads, including what has happened recently and what is planned.</p>	Transport Operations Manager	<p>Routine maintenance has continued on both Bluff Road and Pioneer Road since 1 July 2025.</p> <p>On Bluff Road, completed works include vegetation control, pothole and pavement repairs, shoulder/metalling works, drainage works, grading, and response to slips/fallen trees.</p> <p>Further programmed works include drainage improvements, vegetation works and structural repairs.</p> <p>On Pioneer Road, completed works include vegetation control, signage/marker post works, fly-tipping and debris removal, pavement repairs and drainage response.</p> <p>Further programmed works include pavement repairs, drainage works, slip/shoulder works and structural repairs. In the forward works programme, both Bluff Road and Pioneer Road have reseal and rehab sections currently shown within 2025-2034 adopted LTP.</p> <p>These programmes remain subject to annual condition assessment, funding availability and prioritisation across the wider network.</p> <p>A full breakdown is shown in the attached document (<i>attachment 1</i>).</p>
Questions tabled by the Chair for future consideration and response by Council			
1	<p>Rates received for Pookeno:</p> <p>Can the Council advise of the Rates received from Pokeno area, how much is returned to the Community and in what capacity.</p>	Financial Controller	<p>The average house in Pookeno will pay rates of \$6,154.93 per annum for 2025/26. Council can't provide a total rate income for Pookeno township but can advise the rates invoiced for the Pokeno-Tuakau Ward for the 2025/2026 year were \$33,067,490 (\$28,754,339 after GST).</p> <p>Some spending on projects can be locally identified to the Pōkeno-Tuakau Ward, but a lot of spending comes out of</p>

	Issue and Action	Area	Status Update
			<p>district wide budgets. Capital expenditure is harder to breakdown as there may be a large investment one year and less the next. Therefore, rates received for one area is often not proportionate to the spend in that area for the same year.</p> <p>Information relating to rates spending on each of Council's significant activity areas (transport, waste services, facilities etc) can be found in the Prospective Funding Impact Statement, in Section 3 of our Long Term Plan here.</p> <p>It is important to note that not just rates fund our expenditure and roading, funding is also received through NZTA grants and development contributions.</p>
2	<p>Traffic Count Data:</p> <p>Can the PCC have a report on the volume of traffic using the Main street of Pookeno.</p>	Transport Operations Manager	<p>Traffic count information is available for Great South Road / Main Road, Pookeno.</p> <p>The latest available count for Great South Road between the speed restriction area and Walter Rodgers Road recorded an average daily traffic volume of approximately 4,818 vehicles per day, with around 11% heavy vehicles.</p> <p>A further count near the town centre / roundabout area recorded approximately 3,995 vehicles per day, with around 10% heavy vehicles, noting this count is older and will need to be refreshed.</p> <p>The next traffic count update is scheduled for July 2026.</p> <p>This information can be found on our website here.</p>
3	<p>Heavy Traffic Diversion:</p>	Transport Operations Manager	<p>We already have a Traffic Bylaw in place, including provisions relating to heavy vehicle restrictions.</p> <p>Diverting heavy traffic away from Main Street via Hitchens Road, Gateway Park Drive and McDonald Road would likely</p>

	Issue and Action	Area	Status Update
	<p>Request that Heavy Traffic be diverted from the Main Street, around to Hitchens, Gateway Park Drive and McDonald Road.</p> <p>A traffic scaling report is required to ascertain that the projected new route diverting heavy traffic from the Main Street, around Hitchen Road, Gateway Park Drive and McDonald Road.</p> <p>Report would ascertain the proposed new route can take the type of traffic/volume mentioned.</p>		<p>require an additional Heavy Vehicle Prohibition through the town centre, incorporated into the schedules of the Traffic Bylaw.</p> <p>Any such restriction would require formal public consultation and a Council-led assessment of impacts on affected businesses, property access, freight operators, and the wider transport network.</p> <p>It is anticipated that consultation may receive opposition from affected parties, particularly businesses such as Woolworths New Zealand and other retail establishments that currently rely on Main Street for heavy vehicle access and may have limited or no practical alternative delivery routes.</p> <p>Staff will need to further explore exemption or permit opportunities for specific customers, and the impacts on these users. This work is significant and unbudgeted, and therefore would need to be prioritised through the LTP before staff would commence work on it. Staff recommend the PCC advocating for this to occur through the LTP consultation process.</p>
4	<p>Rubbish Bins on Main Street:</p> <p>A review of the placement of Rubbish Bins within the Main Street of Pokeno.</p>	Area Engineer, North	<p>The contractor currently empties the bins once per day.</p> <p>During holiday periods, collections have been increased to twice daily to accommodate the higher demand.</p> <p>The roading team can investigate the possibility of either maintaining twice-daily collections throughout the year or installing additional bins at the site. They will discuss with the</p>

	Issue and Action	Area	Status Update
			contractor at the next monthly meeting, following this discussion, a further update will be provided.
5	Berms Maintenance: Maintenance of berms at Roundabout at Pokeno Road still not being maintained regularly.	Roading	The berms and roundabouts are under a monthly maintenance schedule. The most recent maintenance was carried out on 27 May 2026.
6	Pookeno Hall and Land: That in conjunction with the PCC the Council investigates the selling of the Pokeno Hall and Land, so a Multi-purpose Community Centre could be funded and built at the Sportspark in Munro Road.	Community Venues & Events Team Leader	Before divesting of the Pookeno Hall can be considered, Council need to confirm how it came into ownership of the property and whether there are existing stakeholders which could have first right of refusal. Other key considerations include: <ul style="list-style-type: none"> • The cost and justification of building a new facility alongside the confirmed community hub project. Justification would need to be explored through community engagement. • If the cost of the new build outweighs the sale of the property, funding gaps would also need to be considered. • Zoning and land ownership of the Sports Park on Munro Road will need to be investigated, along with an interim solution for events between the sale of the hall and timing of a new build. This work is significant and unbudgeted, and therefore would need to be prioritised through the LTP before staff would commence work on it. Staff recommend the PCC advocating for this to occur through the LTP consultation process.
7	Pookeno West Sub-division: In the New Pokeno West sub-division Council advised the Developer that they should	Policy Planner	Through the zoning consideration process (District Plan review), Pookeno West (the developer) wanted a larger

	Issue and Action	Area	Status Update
	decrease the amount of Retail space they wanted to provide. Who sat on the meeting where this was decided and why was the decision made?		<p>amount of commercial land within the precinct, and this was supported by their property economist.</p> <p>Council's peer reviewer was of the view that by enabling such a large retail area in this location it would undermine and potentially take away from Pookeno Town Centre.</p> <p>As a result, a smaller commercial zone was agreed with the appellants.</p> <p>The decision can be found here.</p>
8	<p>Hitchens Road Park Gazebo / Structure:</p> <p>What is happening with the gazebo which is being considered for Hitchen Road. This is going to be self-funded, and PCC wonders why it is taking so long.</p>	Open Spaces Operational Team Leader	<p>A Dial Before You Dig Report was conducted by Council to ensure there are no underground cables.</p> <p>The gazebo is a permanent hard roof structure to be constructed at Hitchen Road, this is a community led project.</p> <p>This is a community led project and should now be with the community group for delivery.</p>

Attachment 1

Work Completed and Planned for Bluff Road and Pioneer Road

Bluff Road (1/07/2025 – Present)		
Fault / Activity Type	Complete	Programmed
Vegetation maintenance (mow, spray, trim, high cut, pest plants)	18	5
Pothole / pavement repairs	5	1
Shoulder maintenance / metalling	3	-
Drainage / pipe works	2	10
Grading / road shape works	3	-
Slip / fallen tree / hazards	4	-
Structural repairs (retaining wall / sight rail)	-	3
Miscellaneous / service requests	1	-

Pioneer Road (1/07/2025 – Present)		
Fault / Activity Type	Complete	Programmed
Vegetation maintenance	7	1
Signage / marker posts / graffiti	6	1
Fly tipping / litter / debris removal	10	2
Pavement / edge break / stabilisation	3	8
Drainage / catchpit / blocked assets	1	8
Slip / fallen trees / shoulder issues	-	4
Structural repairs (guardrail / headwall / pier)	-	3
Miscellaneous / service requests	2	1

Capital Projects Update (as of **2 June** 2026)

Playgrounds and Sports Parks

Pookeno Sports Park Toilet

The Public Toilet contract is in place, with construction to align with playground and pedestrian bridge from Waikaha Street in late 2026.

Pookeno Sports Park Playground

The Destination playground concept design / preliminary design has been supplied. Developed design is progressing. Construction is scheduled for late 2026.

Pookeno Skatepark

Detailed design for Skate Park will proceed in June to ensure park is “shovel ready”.

The project team is working through phasing of design to deliver “street section” with current WDC budget in late 2026.

The cost estimate indicates a current shortfall of \$300-350,000 to deliver the full offering. Community fundraising is required to deliver the bowl section and additional features.

Pookeno Sports Park Pedestrian Bridge

Tender evaluations are underway on the pedestrian bridge to link the Waikaha Street residential area across the stream to the sports park. This bridge will also carry the wastewater rising main connection for the sports park.

Construction is scheduled for late 2026.

CCTV Cameras

(no further updates at this stage)

Cameras have now been installed at all three locations in Pookeno and are fully operational. Data is currently being recorded to SD cards. We are awaiting installation of the central server in Ngaaruawaahia, which is expected to be completed on or around 30 June 2026.

Market Street Hub

Enabling Works

A civil contractor has now been engaged to deliver the Enabling Works package in preparation for the main construction phase.

These works will include site earthworks, construction of retaining wall structures, and installation of in-ground services. Due to increased fuel costs, negotiations are being had before signing can be completed.

Main Construction Contractor

The tender process for the Main Construction Contractor has closed, and the team are working through pricing and contract tags.

Council approval to proceed with the preferred contractor was proposed to be sought at the June council meeting. Subject to approval and funding, contractor engagement and site establishment are forecast to commence later in the year.

Roading

*Project names from [Waikato District Council projects page](#) indicated in **blue**.*

Helenslee Road Urban Upgrade

(No further updates at this stage)

The project to design this section of road to a “shovel ready” state with completed construction drawings and resource consents completed is on hold awaiting additional funding.

Link here: ([Helenslee road minor improvements design](#))

Dean Road /Fraser Rd Roundabout

Footpath lighting design is complete, and the Safe System Audit of the design is underway. Following that any changes from the audit will be made to the design, and the resource consenting completed bringing it to “shovel ready” status while awaiting construction funding.

Link here: ([Dean Road/Fraser Road Intersection upgrade design](#))

Pokeno Road Urban Upgrade and Bridge Replacement

Design work is continuing to match the adjacent urban upgrade design from Munro Road Intersection future roundabout to the existing Pokeno Road Bridge western abutment for construction next summer.

The design for the timber truss pedestrian bridge is complete with design of footpath connections and timber boardwalk bridge approaches yet to be completed. Consenting work is underway.

Link here: ([RI POK Pokeno Road Traffic Bridge design](#))

Pokeno Road / Munro Road Roundabout

Design for this project is nearing completion ready for Safe System Audit. Work on resource consenting is ongoing. Consenting will complete the work to “shovel ready” status.

Link here: ([Pookeno Road / Munro Road – Intersection Upgrade – Roundabout design](#))

Munro Road Urban Upgrade and Culverts

The section of Munro Rd from the future roundabout on Pokeno Road through to Huia Rd intersection is in the detailed design phase and is scheduled for construction starting around October 2026.

Link here: ([Huia road resilience improvement designs](#))

Munro Rd Bridge Replacement

This work is to provide “shovel ready” construction documents and resource consenting for the future replacement of the one-lane bridge on Munro Rd.

The funding timeline is unknown at this stage and dependant on Waka Kotahi funding approval.

The design is on pause while the Counties Energy cable requirements are assessed as this will affect the design options.

Link here: ([Pookeno Road Resilience – Road Upgrade from Bridge to Munro Road design](#))

Waters

Pōkeno Housing and Tourism Project

The Fast-Track referral for the Pokeno Housing and Tourism Project has been approved, enabling progression to the substantive application stage, while wastewater treatment plant site selection and associated engagement with the developer are ongoing.

Helenslee Booster Water Pump Station

At the Pokeno Helenslee Booster Water Pump Station, significant progress has been made.

The booster pump station is now structurally complete, with fencing and site security fully installed and approximately 85% of landscaping works finished. Topsoiling, planting, and final site commissioning are scheduled for March and April.

Heritage New Zealand and archaeological requirements have been formally closed out, with the final archaeological site report submitted and accepted—marking a key project milestone.

Final design elements relating to the accessway and berm reinstatement are currently being coordinated with Council to confirm alignment with roading and reinstatement requirements prior to completion.

Link here: [Pookeno Helenslee Booster PS](#)

To	Pōkeno Community Committee
Report title	Adoption of Standing Orders
Date:	15 June 2026
Report Author:	Elizabeth Saunders, Senior Democracy Advisor
Authorised by:	Gaylene Kanawa, Democracy Manager

1. Purpose of the report

Te Take moo te puurongo

To recommend to the Pōkeno Community Committee the adoption of the updated 2025 Local Government New Zealand (LGNZ) Standing Orders. The Standing Orders and LGNZ guidelines were attached to the previous agenda for your information.

2. Executive summary

Whakaraapopotanga matua

It is noted that the Local Government Systems Amendment Bill is likely to not to be adopted prior to mid 2026, LGNZ do not recommend the previous practice of rolling over the previous Council's Code of Conduct, Governance procedures or Standing Orders.

Council adopted Standing Orders on 10 November 2025. Community Board & Committee Standing Orders must be adopted by each Board & Committee separately, however decisions of Community Boards & Committees should align with the Council Standing Orders.

Key changes were:

1. That the standing orders enable members to join hui by audio visual link - yes/no.
2. That the chair be given the option of a casting vote – yes/no.
3. That Option C (refer pg 7 of the guide) be adopted as the default option for speaking and moving motions.

3. Staff recommendations Tuutohu-aa-kaimahi

THAT the Pōkeno Community Committee adopts the Waikato District Council 2025 Standing Orders, with the following amendments:

- a. Incorporate SO 13.7 "Right to attend by audio or audio-visual link" into the Waikato District Council Standing Orders; and
- b. determines which option they wish to adopt in regard to the Chairperson having a casting vote; and
- c. chooses Option C as the default option for speaking and moving motions, for all Waikato District Council and Committee meetings.

4. Background/Discussion Koorero whaimaarama/Matapaki

The previous Standing Orders for Waikato District Council were adopted in 2016, with a minor amendment made in 2019. A full review by a governance working group was undertaken in conjunction with LGNZ in 2025.

The review in 2025 was undertaken to incorporate legislative changes, put the standing orders into plain English so everyone could understand them and made them easier to understand by removing non-essential items into the Standing Orders Guide (Attachment 1).

Each community board & committee is required to consider and adopt their own standing orders at the beginning of the triennium 2026.

The proposed 2025 Waikato District Council standing orders are attached for consideration by Pōkeno Community Committee (Attachment 2). The Committee needs to consider the options as set out in the Executive Summary of this report, noting that the recommendations are based on feedback at the workshop.

Issue A - SO 13.7 enable joining meetings via audio/audio-visual link (part of quorum and ability to vote)

The LGA 2002 allows members to participate in meetings if they are not physically present, via audio or audio-visual means, if that participation is enabled by the Committee's standing orders.

Since 1 October 2024, members who join meetings by audio/audio-visual means will be counted as part of the quorum and may vote. This only applies where a Board has adopted SO 13.7 or an equivalent provision allowing members to attend meetings by audio visual means.

Recommendation (Yes) - Incorporate SO 13.7 "Right to attend by audio or audio-visual link" into the Waikato District Council Standing Orders.

Issue B - SO 19.3 Chairperson to have casting vote

The LGA 2002 allows a chairperson (chair) to use a casting vote if this is specified in standing orders. The vote can be used when there is a 50/50 split in voting. The LGNZ standing orders template includes the casting vote option.

Should a governing body, local or community board decide that it does not wish for its chairs to have a casting vote, then SO 19.3, "Chairperson has a casting vote," will need to be deleted before the template is adopted.

Some councils have opted for an intermediate position, in which a casting vote can only be used for prescribed types of decisions, such as when there is an equality of votes for the adoption of a statutory plan (see Part 3: Meeting Procedures for more information).

Standing Order 19.3 allows the chair to exercise a casting vote where there is a 50-50 split. Including this in standing orders is optional under Schedule 7, cl. 24 (2), LGA 2002. The casting vote option has been included in the template to avoid the risk that a vote might be tied and lead to a significant statutory timeframe being exceeded.

There are three options:

1. The casting vote provisions are left as they are in the default standing orders; or
2. The casting vote provision, Standing Order 19.3, is removed from the draft standing orders before the standing orders are adopted; or
3. The standing orders are amended to provide for a 'limited casting vote' that would be limited to a prescribed set of decisions only such as statutory decisions, for example: where the meeting is required to make a statutory decision e.g., adopt a Long-Term Plan, the chair has a casting vote where there is an equality of votes.

Option 3 above was not discussed at the workshop, however whether to go for Option 1 or 2 was considered, along with the implications of these. It was agreed that this would need to be considered further at the meeting as general consensus was not to provide a casting vote to the Chairperson.

Recommendation – The Pōkeno Community Committee considers which option they wish to proceed with.

Issue C - SO 22.2-22.5- Options for speaking and moving amendments

One of the new features in these standing orders is the ability to use different rules for speaking to, and moving, motions to give greater flexibility when dealing with different situations.

Standing Orders 22.1-22.5 provide three options. Option A repeats the provisions in the Standards New Zealand Model Standing Orders, which limit the ability of members to move amendments if they have previously spoken.

Option B provides more flexibility by allowing any member, regardless of whether they have spoken before, to move or second an amendment, while Option C allows still further flexibility.

When a council, committee, or community board/committee, comes to adopt their standing orders, it needs to decide which of the three options will be the default option; this does not prevent a meeting from choosing one of the other two options, but it would need to be agreed by a majority of members at the start of that specific meeting.

The formal option A tends to be used when a body is dealing with a complex or controversial issue and the chair needs to be able to limit the numbers of speakers and the time taken to come to a decision. In contrast, options B and C enable more inclusive discussion about issues, however some chairs may find it more difficult to bring conversations to a conclusion.

Option C (SO 22.4) is the least formal of the three options. It gives members more flexibility by removing the limitations in options one and two that prevent movers and seconders speaking.

Recommendation - Option C (SO 22.4) is recommended as it provides for more collaborative participation in meetings, without restricting members from coming up with other options for consideration.

Councillors requested further information on Procedural Motions and Points of Order at the workshop, which will follow at a later date, however, in the interim, self learning can be undertaken by reading SO 25.1-25.7 and SO 26.1-26.5 (Pages 64-66 of Attachment 2).

5. Next Steps

Ahu whakamua

Once the committee has adopted which options they wish to incorporate into their Standing Orders the Democracy Team will update these and provide all Committee members with a hard copy of the 2025 WDC (Community Board/Committee) Standing Orders.

6. Attachments

Ngaa taapirihanga

None