



POKENO COMMUNITY COMMITTEE

AGENDA 11 October 2016

- Apologies
- Confirmation of Status of Agenda
- Disclosure of Interest
- Confirmation of Minutes 13 September 2016
- Matters arising from the minutes
- Pokeno Community Committee Priority Projects
- Youth Engagement
- Pokeno Works & Issues
- Draft Work Plan
- Councillors

Council Staff in Attendance: Melissa Russo, Shannon Kelly



Pokeno

POKENO COMMUNITY COMMITTEE

MINUTES of the monthly Pokeno Community Committee meeting held in the Pokeno Hall, Pokeno, on 13th September 2016, commencing at 7.30pm.

Committee Members Present: Helen Clotworthy, Doug Rowe, Kris Hines, Morris Roberts, Janet McRobbie, Lance Straker, Wayne Rodgers, Charles Hackett, Paul Heta

Guests in Attendance: Tony Whitaker W.D.C,
WDC, Staff: Andrew Corkill, Clive Morgan

Councillors in Attendance: Cr J Church

Community Members Attending: Community Members attended.

Apologies and leave of absence: Apologies were received from Tricia Graham, Todd Miller John Noble, Rick Odom.

Moved that the apologies be accepted: Helen Clotworthy

Seconded: Wayne Rodgers

1 DISCLOSURE OF INTEREST

There was no disclosure of interest

2 CONFIRMATION OF PREVIOUS MINUTES meeting held August 9th 2016

Moved that the minutes be accepted: Helen Clotworthy

Seconded: Doug Rowe

Carried



3 MATTERS ARISING FROM THE PREVIOUS MINUTES/.

Matters arising from previous minutes: lots of comment re Dog exercise area... to be continued !

4. Parks and Facilities Presentation.

Tony Whitaker introduced Andrew Corkill who is the “Parks and Facilities” Manager for WDC.

Andrew outlined his role at WDC, with a team of 20 , overseeing up to 50 sites, playgrounds, mowing sports fields, neighbourhood parks ,cycleways, beaches ,cemetery’s etc.

Andrew team, also forward plan, eg “How to plan for future Parks (strategy’s) playgrounds, cemetery’s ?In essence ,future planning forms part of the WDC Parks strategic framework. Example:

Our Munro /Pokeno Sports park, faces obstacles! Huge engineering work, Very Wet?

Pokeno Domain, Avon Road, is under developed, earmarked as ‘Dog exercise area! What about future potential?

Andrews overview was the incorporation of a 2018 Facilities Plan Maybe library, Council services Centre location? i-Site Location.

Andrews report was accepted by PCG:

Moved Helen Clotworthy, Seconded Chris Hines

5: ECONOMIC DEVELOPMENT UPDATE:

Tony Whittaker, introduced Clive Morgan, General Manager Strategy and Support.

Clive, described that the Pokeno Community had grown so rapidly it was outstripping the Original Business Plan envisaged all those years ago.

His position was to implement Plans to WDC and PCG, deliver what is asked for, example Business support locally and externally, Transport facilities.

Provide support for Existing business at the Pokeno Business Park, create competitive advantages as WDC attracts new Business out of Auckland.

He stated that there is a business support office ‘open’ at Tuakau WDC offices. (make an appointment)

Additionally Karen Cousins has been appointed to support and coordinate Tourism Opportunity’s/Plans within our District.

Go to www.openwaikato.co.nz, explore the site, Invest, Visit ,Live !



Helen Clotworthy moved Clives report be accepted : seconded Kris Hines.

6: Pokeno Works and Issues. Status of Items September 2016.

Briefly discussed, a workshop for the Community Plan Strategy Pokeno, dates to be Finalised October (deferred). Future Dates and timing to checked with David Totman !

Tony Whitakers report was accepted:

Moved Helen Clotworthy, second Lance Straker

7: WORK PLAN

Tony Whittaker arranging Shannon Kelly, YOUTH Groups, involvement committee, to Present at PCG meeting (date to be finalised)

This is a Government funded initiative to WDC ,to assist setting up youth groups in Local Communities.

8 COUNCILLORS REPORT

Jacque Church presented that there is a forth coming Election, and she is standing again for Council.!

Funding Available for an “ANY”event : See council website ! (Council/Rural discrepancy fund) <https://www.waikatodistrict.govt.nz/services-facilities/community-development/funding>

Inorganic collections day by Council Annually (see website, date to be set)

9 GENERAL BUSSINESS

Andrew Bayer , Priest in Charge Pokeno /Bombay introduced himself to the PCG.

Jennifer Miller expressed concern around unsupervised dogs on Building sites in Pokeno. It was suggested to call ‘Dog control!

Janet McRobie, remarked that there is ‘Graffiti” on the underpass. Adrian Clark has offered to clean/coordinate efforts to remove it !Any Paint available for clean-up etc, central location ‘clean-up ‘point perhaps the School !



CLOSURE

Helen Clotworthy thanked the visitors for their attendance and their contribution. There being no further business, the meeting was declared closed at 10.40 pm.

The next meeting of the Pokeno Community Committee will be held on October 11th 2016 at 7.30pm in the Pokeno Hall.

Open Meeting

To	Pokeno Community Committee
From	Tony Whittaker Acting Chief Executive
Date	03 October 2016
Prepared by	Melissa Russo Corporate Planner
Chief Executive Approved	Y
Reference/Doc Set #	1615722
Report Title	Priority Projects

1. EXECUTIVE SUMMARY

Every three years Council must prepare and adopt a Long Term Plan. The next Long Term Plan will be adopted for the years 2018-28. As a part of this Long Term Plan we want to engage with our communities to find out what projects they would like to see occur in their communities.

The purpose of this report is to introduce Pokeno Community Committee to begin the process of establishing those projects that may be included in the Long Term Plan.

2. RECOMMENDATION

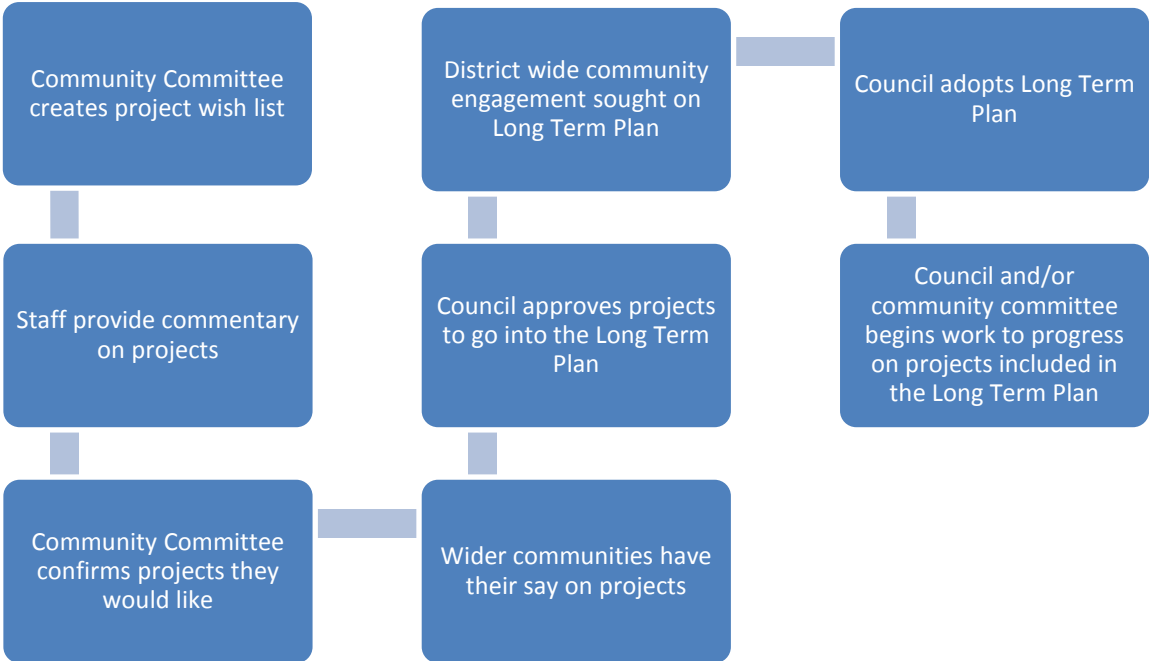
THAT the report from the Acting Chief Executive be received.

3. BACKGROUND

Every three years Council must prepare and adopt a Long Term Plan. The purpose of the Long Term Plan is to set Council's strategic direction for the next 10 years – this includes projects they wish to undertake over that time.

Other Community Boards and Committees have been through the process to establish priority projects for their communities. Every three years each of the Community Boards and Committees will get an opportunity to review these projects.

The diagram below outlines the process for establishing priority projects.



4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

Some examples of the priority projects established by other Community Committees include new toilet blocks and playgrounds, parking in the CBD and roading and footpath upgrades.

The Pokeno Community Committee can choose to come up with the projects alone or staff can facilitate a workshop style meeting with the Committee to assist with this.

5. CONSIDERATION

5.1 FINANCIAL

Not all projects in the priority list will be able to be funded by Council and projects will have to go through the Long Term Plan engagement process to determine what projects may receive funding or support from Council.

5.2 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

(Ascertain if the Significance & Engagement Policy is triggered or not and specify the level/s of engagement that will be required as per the table below (refer to the Policy for more detail and an explanation of each level of engagement):

Highest levels of engagement	Inform <input type="checkbox"/>	Consult <input type="checkbox"/>	Involve <input type="checkbox"/>	Collaborate <input checked="" type="checkbox"/>	Empower <input type="checkbox"/>
<i>Tick the appropriate box/boxes and specify what it involves by providing a brief explanation of the tools which will be used to engage (refer to the project engagement plan if applicable).</i>	<p>The Pokeno Community Committee will have the opportunity to establish a 'wish list' of projects they would like to see in their community. The wider community will then be engaged to determine the level or support for each project and therefore the priorities.</p> <p>Coming up with a 'wish list' could be developed through a workshop. The wider community can then be engaged with by the Community Committee members, through a survey, stalls at market days etc.</p>				

State below which external stakeholders have been or will be engaged with:

Planned	In Progress	Complete	
✓			Internal
✓			Community Boards/Community Committees
			Waikato-Tainui/Local iwi
✓			Households
✓			Business
			Other Please Specify

6. CONCLUSION

The Pokeno Community Committee has the opportunity to develop a list of projects for their community that they would like to be included in the Long Term Plan. The Committee can decide if they would like to establish a list of projects without the support of Council, or staff can, if they wish, facilitate a workshop to assist in establishing a list of projects.

Open Meeting

To	Pokeno Community Committee
From	Tony Whittaker Acting Chief Executive
Date	03 October 2016
Prepared by	Sharlene Jenkins PA General Manager Strategy & Support
Chief Executive Approved	Y
Reference/Doc Set #	1617515
Report Title	Youth Engagement

1. EXECUTIVE SUMMARY

Staff will be in attendance to discuss Youth Engagement in Pokeno.

2. RECOMMENDATION

THAT the report from the Acting Chief Executive be received.

3. ATTACHMENTS

NIL

Open Meeting

To	Pokeno Community Committee
From	Tony Whittaker Acting Chief Executive
Date	03 October 2016
Prepared by	Sharlene Jenkins PA General Manager Strategy & Support
Chief Executive Approved	Y
DWS Document Set #	1608978
Report Title	Pokeno Works & Issues: Status of Items October 2016

1. EXECUTIVE SUMMARY

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

2. RECOMMENDATION

THAT the report from the Acting Chief Executive be received.

3. ATTACHMENTS

Pokeno Works & Issues: Status of Items October 2016

**POKENO COMMUNITY COMMITTEE
ISSUES REGISTER – 2016**

Issue	Area	Action	Comments
“Planning for Pokeno” Community Workshop	Strategy & Support	Jenni Vernon to contact Helen Clotworthy to schedule a “Planning for Pokeno” Community Workshop on a Saturday, late in October between 10am-2pm.	Pokeno Community Workshop scheduled for Saturday, 29 October 10.00-2.00pm
Wandering Dogs	Customer Support	Contractor dogs roaming off construction sites are still an issue. Please advise how this is being addressed.	Animal Control Officers are aware of this issue. They are proactively patrolling and will impound if they see any roaming dogs. Please call 0800 492 452 during working hours to report any roaming dogs – Call immediately if any dog is showing signs of aggression and/or an attack has taken place.
Inorganic Collection Date for Pokeno	Service Delivery	Please email date for Inorganic Collection in Pokeno to Helen Clotworthy.	A new format collection service will be rolled out as part of Council Less Waste Saves More initiative which started earlier this year. This new format will see inorganic refuse collected from residents’ properties via a phone in service similar to that that operates in Auckland. Staff are currently working through the final planning stages of the project prior to tendering the contract for the district wide collections. More information will be available to residents before the end of the year with a starting date expected early 2017.
Youth Engagement Presentation	Strategy & Support	Council to provide a presentation on Youth Engagement at the next meeting.	Youth Engagement Advisor will be present at the October meeting.
Content for PCC Website	Strategy & Support	Provide content to Helen Clotworthy of the “Pokeno Story / History”. Map of Pokeno’s Key Features with captions i.e. proposed site of sports park, church etc which could ultimately be uploaded to PCC website.	Staff are in the process of collating information to provide to Helen Clotworthy.

NIL Works to report.

Open Meeting

To	Pokeno Community Committee
From	Tony Whittaker Acting Chief Executive
Date	03 October 2016
Chief Executive Approved	Y
DWS Document Set #	1617516
Report Title	Work Plan

1. EXECUTIVE SUMMARY

The purpose of this report is to provide an updated work plan to discuss and populate.

It is intended that the Committee will develop a work plan as a guide for Council support and community information and engagement.

2. RECOMMENDATION

THAT the report from the Acting Chief Executive be received.

3. ATTACHMENTS

Draft Work Plan

POKENO COMMUNITY COMMITTEE

WORK PLAN

	May 2016 – Extraordinary Meeting 23 May 2016	June 2016
	<ul style="list-style-type: none"> ▪ Less Waste Saves More 	<ul style="list-style-type: none"> ▪ Placemaking (Lianne van den Bemd/ Betty Connolly)
July 2016	August 2016	September 2016
<ul style="list-style-type: none"> ▪ Review of Public Transport Services in North Waikato ▪ Chris Clarke, Vincent Kuo, Waikato Regional Council ▪ Roading ▪ Chris Clarke, Waikato District Alliance Staff ▪ Road Naming Chris Clarke 	<ul style="list-style-type: none"> ▪ Pokeno Community Plan (David Totman/Jenni Vernon) ▪ Pokeno Structure Plan (Jane McCartney) ▪ Town Square (Jane McCartney) 	<ul style="list-style-type: none"> ▪ Economic Development Update (Clive Morgan) ▪ Facilities / Sports Park (Andrew Corkill)
July 2016 – Workshop 19 July 2016	August 2016 – Workshop 09 August 2016	
<ul style="list-style-type: none"> ▪ Road Naming Workshop 	<ul style="list-style-type: none"> ▪ Placemaking 	
October 2016	November 2016	December 2016
<ul style="list-style-type: none"> ▪ Pokeno Community Committee Priority Projects (Melissa Russo) ▪ Youth Engagement (Shannon Kelly) 	<ul style="list-style-type: none"> ▪ Pokeno Land Consortium (Colin Botica) 	<ul style="list-style-type: none"> ▪ ▪ ▪
October 2016 – Workshop 28 October 2016		
<ul style="list-style-type: none"> ▪ “Planning for Pokeno” Community Workshop 		
January 2017	February 2017	March 2017
<ul style="list-style-type: none"> ▪ NO MEETING 	<ul style="list-style-type: none"> ▪ Pokeno Land Consortium (Colin Botica) 	<ul style="list-style-type: none"> ▪ ▪ ▪

April 2017	May 2017	June 2017
<ul style="list-style-type: none">▪▪▪	<ul style="list-style-type: none">▪ Pokeno Land Consortium (Colin Botica)	<ul style="list-style-type: none">▪▪▪

Open Meeting

To	Pokeno Community Committee
From	Tony Whittaker Acting Chief Executive
Date	03 October 2016
Prepared by	Sharlene Jenkins PA General Manager Strategy & Support
Chief Executive Approved	Y
DWS Document Set #	1617517
Report Title	Councillor's Report

1. EXECUTIVE SUMMARY

The purpose of this report is for Pokeno's local Councillors to provide an update to the Committee on relevant issues.

2. RECOMMENDATION

THAT the report from the Acting Chief Executive be received.

3. ATTACHMENTS

NIL