

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 7 MARCH 2018** commencing at **7.00pm**.

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

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

3. DISCLOSURES OF INTEREST

4. CONFIRMATION OF MINUTES

Meeting held on Wednesday 7 February 2018

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5. SPEAKER

Girlie Iwihora will be in attendance to provide family background to the Board regarding the proposed naming of the Iwihora Memorial Reserve.

6. REPORTS

6.1 Te Kauwhata Works and Issues Report: March 2018

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6.2 Councillor's Report

Verbal

6.3 Discretionary Fund Report to 21 February 2018

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6.4 Youth Engagement Update March 2018

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6.5 Chairperson's Report

Verbal

7. PROJECTS UPDATE

7.1 Wetlands Walkway

Verbal

7.2 Dog Park

Verbal

GJ Ion

CHIEF EXECUTIVE

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Open Meeting

To	Te Kauwhata Community Committee
From	Gavin Ion Chief Executive
Date	15 February 2018
Prepared by	Wanda Wright Committee Secretary
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 7 February 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Te Kauwhata Community Committee held on **Wednesday 7 February 2018** be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

TKCC Minutes

MINUTES of a meeting of the Te Kauwhata Community Committee held at the St John Ambulance Rooms, 4 Baird Avenue, Te Kauwhata on **WEDNESDAY 7 FEBRUARY 2018** commencing at **7.00pm**.

Present:

Ms T Grace (Chairperson)
Cr JD Sedgwick
Mrs C Berney (Secretary)
Mr J Cunningham
Mr K Dawson
Mr D Hardwick
Mr T Hinton [*until 8.14pm*]
Mr C Howells
Mrs M Raumati
Mr B Weaver

Attending:

His Worship the Mayor, Mr AM Sanson
Mr V Ramduny (Manager Strategy & Planning)
Jillian and Stuart McNab
Rohan Wahrlich
John Koolen

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr J Cunningham, Mr T Hinton)

THAT an apology be received from Sara Hall;

AND THAT an apology for early departure be received from Tim Hinton.

CARRIED on the voices

TKCCI802/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mrs M Raumati, Mr D Hardwick)

THAT the agenda for a meeting of the Te Kauwhata Community Committee held on Wednesday 7 February 2018 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED on the voices

TKCCI802/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Mrs M Raumati, Mr D Hardwick)

THAT the minutes of a meeting of the Te Kauwhata Community Committee held on Wednesday 1 November 2017 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

TKCCI802/03

REPORTS

Te Kauwhata Works & Issues Report: February 2018
Agenda Item 6.1

The report was received [TKCCI802/02 refers] and discussion was held.

Additional item discussed as follows:

- Illegal Signs & Bollards

The legality of some recently erected advertising signage and bollard placement was queried, to which WDC staff advised that the items in question are legally erected, therefore no further action is required.

Councillor's Report
Agenda Item 6.2

Cr Sedgwick gave a verbal report around the walkway to Rangiriri, the Library going cash free, street name signs information, the BMX track, Freedom Campers and flower boxes on the main street and answered questions of the Committee.

Request to Appoint 2018 Youth Representatives
Agenda Item 6.3

The report was received [TKCCI802/02 refers] and discussion was held.

Resolved: (Mr B Weaver, Mr T Hinton)

THAT Ocean Herewini be appointed as a Youth Representative to the Te Kauwhata Community Committee together with Sara Hall.

CARRIED on the voices

TKCCI802/04

Discretionary Fund Report to 23 January 2018

Agenda Item 6.4

The report was received [TKCCI8002/02 refers] and discussion was held.

The Committee received a written request from Te Kauwhata Community House (DISC) for a monetary contribution towards expenses for the Children's Day event being held in March.

Resolved: (Mr D Hardwick, Mr K Dawson)

THAT the Discretionary Fund contribute \$500 towards expenses to Te Kauwhata Community House (DISC) for the Children's Day event;

AND THAT \$3,937.45 of the commitment for security cameras be paid to Te Kauwhata Community Events Inc in reimbursement of security camera installation costs;

AND FURTHER THAT the Discretionary Fund pay Te Kauwhata Community Events Inc \$750 for ANZAC catering costs.

CARRIED on the voices

TKCCI802/05

Year to Date Service Request Report

Agenda Item 6.5

The report was received [TKCCI802/02 refers] and discussion was held.

Chairperson's Report

Agenda Item 6.6

The chair gave a verbal report and answered questions of the committee.

PROJECTS UPDATE

Wetlands Walkway

Agenda Item 7.1

Covered in Works and Issues Report

Dog Park
Agenda Item 7.2

A few of the dog shapes have been added to the dog park. There are some more to be collected from the prison. Waiting to hear when drainage can be started.

There being no further business the meeting was declared closed at 8.32pm.

Minutes approved and confirmed this day of 2018.

T Grace
CHAIRPERSON
Minutes2018/TKCC/180207TKCC Minutes

Open Meeting

To	Te Kauwhata Community Committee
From	Tony Whittaker General Manager Strategy & Support
Date	19 February 2018
Prepared by	Sharlene Jenkins PA to General Manager Strategy & Support
Chief Executive Approved	Y
DWS Document Set #	GOV0507 / 1900762
Report Title	Te Kauwhata Works & Issues Report: March 2018

1. EXECUTIVE SUMMARY

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

2. RECOMMENDATION

THAT the report from the **General Manager Strategy & Support** be received.

3. ATTACHMENTS


Te Kauwhata Works & Issues Report: March 2018


**TE KAUWHATA COMMUNITY COMMITTEE
WORKS & ISSUES REGISTER – 2018**


	Issue	Area	Comment	Action
1.	Dog exercise area	Service Delivery (Parks & Facilities)	The Community Committee would like some seating to be provided in the dog exercise area. The Community Committee is willing to put in some simple posts and plank seats x3 but would like to understand what Council's approved design for such.	<p>AUGUST 2017: Staff have met with Tim Hinton and Toni Grace and have come up with a list of agreed actions. An overall plan for the dog park area is requested from the Community Committee.</p> <p>NOVEMBER 2017: Tim Hinton to provide an update at the November Committee meeting.</p> <p>FEBRUARY 2018: Tim Hinton to provide an update on progress.</p> <p><i>Shapes installed, more to collect from prison. Drainage for inclusion in LTP.</i></p> <p>MARCH 2018: Tim Hinton to provide an update on progress.</p>
2.	Basketball backboard and pole + concrete slab	Service Delivery (Parks & Facilities)	<p>The Community Committee has requested specifications for this from Council.</p> <p>A basketball hoop and half court is an activity promoted by the Council's play strategy. However, there is no allocated budget in the upcoming financial year to fund the construction.</p> <p>It is recommended that either the committee fundraise to start the project or that a submission be made to the Long-Term Plan (LTP).</p>	<p>AUGUST 2017: Staff have been working with the Community Committee to find an appropriate location. Several actions were agreed and the location was agreed. Proximity to war memorial was a possible issue.</p> <p>The Community Committee are to keep Parks staff informed of any decisions made around the landscaping of the half court. However, the general location was agreed.</p> <p>NOVEMBER 2017: Community Board members have been keeping parks staff informed about the progress of the basketball court and staff are happy.</p> <p>FEBRUARY 2018: Tim Hinton to provide an update.</p> <p><i>Location – Northern side of skate park. Job can start immediately. Funding from TKCC.</i></p> <p>MARCH 2018: Tim Hinton to provide an update on progress.</p>

	Issue	Area	Comment	Action
3.	Blue and yellow lights outside library not working	Service Delivery	<p>Lights on the eastern side of the library have 1 blue light and no other colours, lights on the western side (i.e. the park side) have 3 out of 4 not working properly (blue) and no other colour lights showing.</p> <p>FEBRUARY 2018: Is it possible to install lights from the top – not in ground? David Harwick (TKCC) available to assist if needed.</p>	<p>AUGUST 2017: Te Kauwhata Community Committee to lodge a service request.</p> <p>SEPTEMBER 2017: A complete review of the lighting on the building is required as there have been multiple failures of these lights. This will be completed over the next 2-3 months and further information provided to map next steps. The Committee will be provided with a copy of the review, once completed and prior to undertaking any further works.</p> <p>NOVEMBER 2017: A proposal has been received and will be reviewed over the next month. The Committee will be provided with a copy of the review, once completed and prior to undertaking any further works. The review should be available for the Committee’s December meeting.</p> <p>DECEMBER 2017: Council received a quotation from Cushman and Wakefield to achieve a final solution to the on- going lighting issues at the Te Kauwhata Library (\$21,747).</p> <p>The current in-ground lights are of poor quality and have been unreliable for a very long time , the recommendation is to replace the light fittings .</p> <p>The underground power cables feeding the lights are not encapsulated in conduit, while this is compliant the insulation on the cable is showing signs of water penetration, the recommendation is to re-new the cable and encapsulate in conduit to provide a long term reliable power supply to the lights. Gavin Benseman has since obtained a second quote.</p> <p>FEBRUARY 2018: Council are sourcing a second quote for the replacement of the in-ground lights and the repair of the coloured strip lighting. Two companies have declined providing a quotation. Council aim to provide a quotation along with a recommendation for the replacement light fittings and associated ground works for the March meeting.</p>

	Issue	Area	Comment	Action
				MARCH 2018: Ground lighting will continue to be an issue and require ongoing maintenance. A quote and recommendation on how to achieve a more robust system is underway. Staff expect to have further information by the time of the March meeting.
4.	Te Kauwhata Walkway – Unauthorised activity on property at the end of Blunt Road.	Service Delivery	<p>Waikato Regional Council investigation in respect of any Resource Management Act breaches underway.</p> <p>In the meantime Waikato District Council has received approval from the Regional Council to commence a clean up of the site.</p>	<p>FEBRUARY 2018:</p> <p>Waikato District Alliance have scheduled the cleanup work for March. Currently sourcing an appropriate dump site.</p> <p>MARCH 2018: Vishal Ramduny spoke to Nick Young (Investigations & Incident Response at Waikato Regional Council) to arrange a meeting to ascertain the way forward for the walkway. Nick has confirmed that the investigation has not concluded as yet, and he has since met with John Cunningham. Council to now advise on a dedicated project manager for this matter. Waikato District Alliance still has the clean up work scheduled for March 2018. If the fill is removed then the committee needs to look at alternative options with Council's Service Delivery team.</p>

	Issue	Area	Comment	Action
5.	Squash Club Trees	Service Delivery	 <p>The photo above provides a very good visual of how close the remaining tree(s) are to the building, and as you can see, the possibility of major damage to the building if one or other was to topple as their neighbour did!</p> <p>Hence one of the reasons the Squash Club committee are very keen to see the tree(s) removed, (preferably by an arborist rather than a weather event!) so as to protect our club asset.</p> <p>FEBRUARY 2018: Please provide a copy of the Reserves Management Plan for the Domain to Tim Hinton.</p>	<p>FEBRUARY 2018: The removal of the Poplar tree to the east side of the Squash club is not considered a high priority at this stage as there are other major tree removals required from along the hedgerow of Poplar trees to the approximate north side and parallel with the rugby fields. In addition to other programme tree work in the district and as budget permits consideration will be given to programming the removal of the one (1) Poplar tree adjacent the squash club.</p> <p>MARCH 2018: Te Kauwhata Domain is encompassed in the Sports Park Reserve Management Plan which has been provided to Tim Hinton. It can also be found at the following link: https://www.waikatodistrict.govt.nz/your-council/plans-policies-and-bylaws/plans/reserve-management-plans/sports-park-reserve-management-plan</p>
6.	Bollards 10 Main Road, Te Kauwhata	Service Delivery	<p>FEBRUARY 2018: Permission sought to install x2 bollards in front of the Bakehouse (10 Main Road, Te Kauwhata) after a vehicle rammed into the building.</p>	<p>FEBRUARY 2018: Council’s Rooding Corridor Engineer spoke with the owner of 10 Main Road and explained that Bollards would need to be erected within the shop boundary or inside the shop. Bollards in the pavement area or on the edge of the kerb and channel create a hazard and health & safety risk to Council – should someone be injured by them, Council would be liable.</p> <p>MARCH 2018: Council’s Rooding Corridor Engineer has given the owner permission to install a flower box in front of the Bakehouse door, based on the flower box theme along the Te Kauwhata main street. All maintenance and costs are the responsibility for the owner. The box size is to be the same as the others already in place. Permission is given to be as a safety deterrent so people do not try and drive through the shop doors and to break in.</p>

	Issue	Area	Comment	Action
7.	Footpaths	Service Delivery	<p>FEBRUARY 2018:</p>  <p>Roto Street: TKCC has had this street as an Annual Plan and LTP priority for more than 8 years. It dropped off because we were told there was no budget. This is a residential street in TK, with more than 26 houses on it. The footpath stops just around the corner from Mahi Rd. So residents (yes, school children too) are walking up the road as there is no footpath on either side. This as a high priority for TK.</p>	<p>MARCH 2018: The Roto and Rimu Street footpaths have been placed on the footpaths list and prioritised. The footpaths will be discussed by Councillors as part of the district wide footpath programme. Any additional footpaths for consideration can be added by the respective ward councillors then. The draft Long Term Plan programme out for consultation this year has an increased level of funding. The funding level will be finalised in this financial year.</p>

	Issue	Area	Comment	Action
			 <p>Rimu Street: Same as above – this is a TKCC priority. This is a footpath in a residential street finishing short of the road by the width of a grass verge, right opposite the TK College. Prefer any small pockets of funding that you might have allocated for ‘footpaths’ were used on this stretch, where there is no footpath alternative on the other side of the road.</p>	

Open Meeting

To	Te Kauwhata Community Committee
From	Tony Whittaker General Manager Strategy & Support
Date	21 February 2018
Prepared by	Julienne Calambuhay Management Accountant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0509 / 1901291
Report Title	Discretionary Fund Report to 21 February 2018

1. EXECUTIVE SUMMARY

To update the Committee on the Discretionary Fund Report to 21 February 2018.

2. RECOMMENDATION

THAT the report from the **General Manager Strategy & Support** be received.

3. ATTACHMENTS

Discretionary Fund Report to 21 February 2018

TE KAUWHATA COMMUNITY COMMITTEE DISCRETIONARY FUND 2017/2018

	GL	1.207.1704
Commitments from Committee Meeting Minutes & Other Information		
2017/18 Annual Plan		11,278.00
Carry forward from 2016/17		57,105.16
Total Funding		<u><u>68,383.16</u></u>
Expenditure		
06-Sep-17 Transfer of funds to Whangamarino Walkway account		15,000.00
01-Nov-17 Toni Grace - reimbursement cost of TK website fees		149.00
01-Nov-17 Marion Handcock - reimburse for sheep pellets		24.33
07-Feb-18 Te Kauwhata Community Events - security camera installation costs		3,937.45
07-Feb-18 Te Kauwhata Community Events - ANZAC catering costs		750.00
Total Expenditure		<u>19,860.78</u>
Total Income		-
Net Expenditure		<u>19,860.78</u>
Net Funding Remaining (excluding commitments)		<u><u>48,522.38</u></u>
Commitments		
06-May-09 Further development of playground		5,000.00
07-Oct-15 Commitment for security cameras	9,436.00	
Less: Expenses	<u>6,247.45</u>	3,188.55
07-Mar-12 Railway Cottage Community Park		10,000.00
03-Sep-14 Ken Knobbs memorial garden	5,000.00	
Less: Expenses	<u>3,800.00</u>	1,200.00
07-Oct-15 TK Youth Action Group - basketball area project at Village Green	7,500.00	
Less: Expenses	<u>220.00</u>	7,280.00
06-Sep-17 Commitment for replacement of TK Christmas lights		5,000.00
Total Commitments		<u><u>31,668.55</u></u>
Net Funding Remaining (Including commitments) as of 21 February 2018		<u><u>16,853.83</u></u>

Open Meeting

To	Te Kauwhata Community Committee
From	Tony Whittaker General Manager Strategy & Support
Date	19 February 2018
Prepared by	Shannon Kelly Youth Engagement Advisor
Chief Executive Approved	Y
DWS Document Set #	GOV0509 / 1901229
Report Title	Youth Engagement Update March 2018

I. EXECUTIVE SUMMARY

The purpose of this report is to provide the Te Kauwhata Community Committee with an update on youth engagement.

2. RECOMMENDATION

THAT the report from the **General Manager Strategy & Support** be received;

AND THAT the committee agree to assist with recruitment of two youth representatives to replace the two representatives that have recently stepped down.

3. YOUTH ENGAGEMENT UPDATE

3.1. Youth Representatives on the Community Committee

At its meeting on 7 February 2018 the Meremere Community Committee resolved that Ocean Herewini be appointed as the youth representative on the Committee together with Sarah Hall. However, both Ocean and Sarah have now indicated that they will be stepping down from these roles for the following reasons:

- Ocean has been appointed as Head Girl at the College and this, together with her work commitments, means that she is unable to be the youth representative on the Community Committee. She will still be a member of the Te Kauwhata Youth Action Group.
- Sarah's study commitments have meant that she will not have the time to serve on the Committee.

We thank both Ocean and Sara for their support and participation in the ongoing development of Te Kauwhata and in particular youth development within the town. We are looking to recruit two more youth representatives as soon as possible and will require some support from the Community Committee to recruit these representatives.

3.2. Helping Council strategise on advancing youth engagement

To ascertain how best to take youth engagement forward input is required from the Committee on the following questions:

- Do you as an individual board member have an interest to have young people on your community board? Why/why not?
- Have you heard from, or spoken to your community about having a young person on your community board? Does your community want a youth voice on the board?
- Are you willing to take responsibility (either personally or as a group) to recruit, retain, and/or mentor young people as youth representatives for your community board?

After valuable feedback received on the Govern Up project and the review of Council's Youth Engagement Plan, the Youth Engagement Advisor is developing a draft youth strategy to better respond to the needs of young people and community boards and committees across diverse communities within the Waikato district, whilst ensuring better alignment with Council's long term engagement objectives. This strategy will clarify the direction that Council should take regarding youth representation and youth participation within the district. A draft will be available to the Committee for comment before the strategy is finalised in mid-2018.

4. ATTACHMENTS

NIL