

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 6 JUNE 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 2 May 2018

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5. REPORTS

5.1 Te Kauwhata Works & Issues Report: June 2018

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5.2 Councillor's Report

Verbal

5.3 Discretionary Fund Report to 23 May 2018

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5.4 Chairperson's Report

Verbal

6. PROJECTS UPDATE

6.1 Wetlands Walkway

Verbal

6.2 Dog Park

Verbal

GJ Ion
CHIEF EXECUTIVE

Open Meeting

To	Te Kauwhata Community Committee
From	Gavin Ion Chief Executive
Date	10 May 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 2 May 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Te Kauwhata Community Committee held on Wednesday 2 May 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 2 MAY 2018** commencing at **7.09pm**.

Present:

Ms T Grace (Chairperson)
 Cr JD Sedgwick
 Mrs C Berney (Secretary)
 Mr J Cunningham [from 7.34pm]
 Mr K Dawson
 Mr T Hinton
 Mr C Howells
 Mr B Weaver

Attending:

Mr V Ramduny (Manager Strategy & Planning)
 Mr G Donald (GMD Consultants)
 Mrs G McNabb (Public)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr T Hinton, Mr K Dawson)

THAT an apology be received from Mr Hardwick and Ms Raumati;

AND THAT an apology for lateness be received from Mr Cunningham.

CARRIED on the voices

TKCCI805/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Cr J Sedgwick, Mr T Hinton)

THAT the agenda for a meeting of the Te Kauwhata Community Committee held on **Wednesday 2 May 2018** be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED on the voices

TKCCI805/02

DISCLOSURES OF INTEREST

Mr Dawson advised the Committee that he will declare a financial conflict of interest in Agenda Item 5.5 [Discretionary Fund Report to 19 April 2018].

CONFIRMATION OF MINUTES

Resolved: (Cr J Sedgwick, Mr B Weaver)

THAT the minutes of a meeting of the Te Kauwhata Community Committee held on Wednesday 7 March 2018 be confirmed as a true and correct record subject to the amendment of the late arrival of Mr Hinton and not Mr Hardwick.

CARRIED on the voices

TKCC1805/03

REPORTS

North Waikato Sport and Recreation Strategy
Agenda Item 5.1

The report was received [TKCC1805/02 refers]. Mr Gavin Donald introduced himself and explained his role. Talked about recent growth and the growing amount of projects in the North Waikato. He has developed a broad survey where we can put our ideas for the area. We will share the survey out to groups in the community.

Te Kauwhata Works & Issues Report: August 2018
Agenda Item 5.2

The report was received [TKCC1805/02 refers] and discussion was held.

Tim talked to the dog exercise area seats. He will ensure that Health and Safety requirements are met.

Tim and Keith talked to the basketball hoop and court. They will ensure that Health and Safety requirements are met regarding the specifications for this.

A quote was presented for the lights to be replaced outside the library. A revised quotation was being sought.

There have been a couple of names put forward to take on the role of Youth Engagement Representative.

Vishal shared that there will be a representation review coming up for the 2019 elections. The committee expressed an interest in remaining a committee rather than changing to a board.

Consultation on Proposed Waste Management and Minimisation Plan 2018-2024
Agenda Item 5.3

The report was received [TKCC1805/02 refers] and discussion was held. Committee members will submit their ideas to Toni by the 11th of May so we can submit them.

Councillor's Report

Agenda Item 5.4

Cr Sedgwick gave a verbal report and answered questions of the Committee.

Cr Sedgwick covered updates on recent plan changes and resource consents; domain concepts and road safety initiatives and undertakes to get a plain english summary of recent decisions.

Discretionary Fund Report to 19 April 2018

Agenda Item 5.5

Mr Dawson declared a conflict of interest, withdrew from table and did not partake in discussion or voting on this item.

Resolved: (Ms T Grace, Mr B Weaver)

THAT Mr K Dawson (Earthcare Systems Ltd, invoice 2646) be reimbursed \$5,038.27 for purchase of the plastic wood for the planter boxes;

AND THAT \$5,000 be committed to cover costs for the basketball court on top of the \$7,500 already committed.

CARRIED on the voices

TKCC1805/04

Youth Engagement Update May 2018

Agenda Item 5.6

The report was received [TKCC1805/02 refers] and discussion was held.

Resolved: (Mrs C Berney, Mr T Hinton)

THAT if there are any issues identified from the youth engagement update from the Committee's youth mentor that these be added to the Committee's Works and Issues report so that progress on implementation can be monitored.

CARRIED on the voices

TKCC1805/05

Year to Date Service Request Report

Agenda Item 5.7

The report was received [TKCC1805/02 refers] and discussion was held.

Chairperson's Report

Agenda Item 5.8

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

Joe Courtman has offered to help out with the roses. Tim will liase with him over the Health and Safety.

Lights at the Domain follow up. Lights are on a timer. Consultation sought as to what times they should come on and go off.

PROJECTS UPDATE

Dog Park

Agenda Item 6.1

* Covered in the Works and Issues report

Wetlands Walkway

Agenda Item 6.2

* Covered in the Works and Issues report

There being no further business the meeting was declared closed at 8.52.

Minutes approved and confirmed this day of 2018.

T Grace

CHAIRPERSON

Open Meeting

To	Te Kauwhata Community Committee
From	Tony Whittaker General Manager Strategy & Support
Date	23 May 2018
Prepared by	Sharlene Jenkins PA to General Manager Strategy & Support
Chief Executive Approved	Y
DWS Document Set #	GOV0509 / 1949498
Report Title	Te Kauwhata Works & Issues Report: June 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: June 2018.

TE KAUWHATA COMMUNITY COMMITTEE
WORKS & ISSUES REGISTER – 2018
UPDATE FOR JUNE 2018

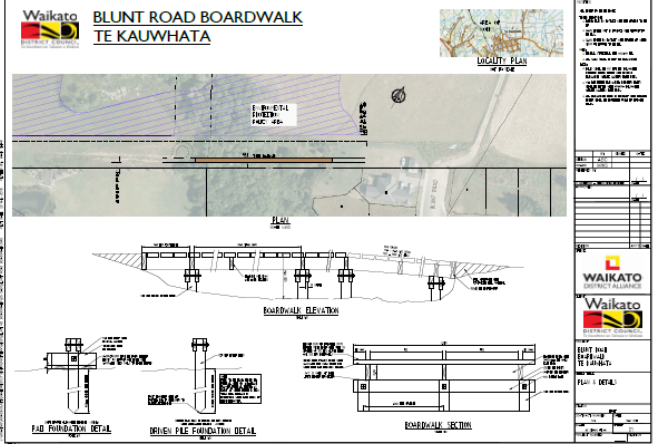
	Issue	Area	Comment	Action
I.	Dog exercise area	Service Delivery (Parks & Facilities)	The Community Committee would like some seating to be provided in the dog exercise area. The Community Committee is willing to put in some simple posts and plank seats x3 but would like to understand what Council's approved 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> <p>APRIL 2018: The Committee has asked for Council to provide the specifications for the drainage system in the TK dog park and its associated costs. Mark Jansen to provide this information.</p> <p>MAY 2018: Preliminary investigation has been completed. There are a few complicating issues including the topography of the site and required consents. Further work on this has been factored into existing resource availability and has been programmed for the new financial year. Note that the completion of any physical works on site will be subject to budget allocation.</p> <p>JUNE 2018: Seats and table are to be installed by the Community Committee. There is a table at the village green that will be replaced. Keith Dawson will make the seats to ensure that they comply with Council specifications. Tim Hinton to run these pass Mark Jansen.</p>


	Issue	Area	Comment	Action
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> <p>APRIL 2018: Keith Dawson and Tim Hinton working on a pricing for the concrete slab. Update to be provided verbally in April by Keith and Tim.</p> <p>JUNE 2018: Basket ball hoop priced at \$4,595.00. Tim and Keith working on getting a price for the concrete slab. These will be paid out of the Community Committee's budget.</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
				<p>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.</p> <p>MAY 2018: A Lighting Designer has been on site and is currently preparing a proposal for the design and a quotation to install a new lighting system. This information was expected in early April 2018. A request has been made to provide this information urgently.</p> <p>JUNE 2018: Gavin Benseman met with members of the Community Committee on 23 May 2018 to present and discuss the proposed lighting system. There was general agreement that the new lighting should be roof (parapet) mounted and that the lighting effect should be the same or similar to the existing system. Gavin has emailed photos of the library to Cr Sedgwick and Toni Grace which shows the original lighting effect. It should be noted that there is a lead time of 8 to 10 weeks on the delivery of the lights from the time of ordering.</p>
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> <p>APRIL 2018: Meeting between Paul McPherson, John Cunningham and Keith Dawson on 9 March 2018.</p>

	Issue	Area	Comment	Action
				<p>A follow up meeting with Ian Boddington is taking place on Wednesday, 14 March. Update to be provided after this meeting.</p> <p>MAY 2018: Follow up meeting with Ian Boddington took place. Ian Boddington will confirm with landowners that their contact details can be provided to John Cunningham so contact can be made to discuss possible access consents.</p> <p>Removal of the fill is underway, initially to a commercial cleanfill site, and now to the Te Onetea Rail Crossing Upgrade project in Rangiriri.</p> <p>Permission is required from the landowner for removal of the fill (monitoring) and will be needed for the proposed walkway (construction) which may require an encumbrance.</p> <p>Council (Paul McPherson) will help with the design, and is investigating previous walkway projects for suitable design details. TKCC will need to do the costing/quotes and source funding.</p> <p>Construction will not require consents so long as specific conditions are met (includes location, design, and methodology constraints from district and regional plans).</p> <p>Alliance have started site works and clearing the fill, these works are still on-going.</p>

	Issue	Area	Comment	Action
				<p>JUNE 2018 – Council has completed the removal process in Blunt Road. Paul McPherson and the Alliance design team have modified a generic WDC 1.5m wide boardwalk design to suit the a 2.25m width to overcome the problem of a timber boardwalk over the wetland section. The drawing has been forwarded to John Cunningham and Keith Dawson for review. Keith will look to develop a construction methodology to comply with permitted activity rules, and the design may need minor changes to accommodate the final methodology. Paul will continue to assist as needed, ensuring the location and construction methodology complies with District Council and Regional Council rules. No consent will be required for construction as long as specific conditions (location, design and compliance) are met.</p> <p>Committee are to source funding for construction of the remaining works.</p>

	Issue	Area	Comment	Action
5.	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> <p>APRIL 2018: Gareth Bellamy has indicated to Cr Sedgwick that there is so some funding for the Rimu Street footpath. Roto Street is not a high priority but will be considered as part of the district wide footpath Programme.</p> <p>MAY 2018: The extension of the footpath at Rimu Street will require connectivity across two local roads. The Safety Engineer is undertaking investigation for the linking of footpaths on the opposite sides of the road and crossing locations in conjunction with the school. At Mahi Road it is proposed as an interim measure to add a shared footpath marking along the right side of the road as there is a significant pavement width that would safely accommodate on the road.</p> <p>JUNE 2018: Waikato District Alliance will be carrying out onroad footpath markings on Mahi Road scheduled to be completed by mid-June.</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	23 May 2018
Prepared by	Julienne Calambuhay Management Accountant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0509
Report Title	Discretionary Fund Report to 23 May 2018

1. EXECUTIVE SUMMARY

To update the Committee on the Discretionary Fund Report to 23 May 2018.

2. RECOMMENDATION

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

3. ATTACHMENTS

Discretionary Fund Report to 23 May 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**68,383.16****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
22-Feb-18	Te Kauwhata Community House - Splash & Dash Children's Day event 2018	500.00
02-May-18	Earthcare Systems - purchase of plastic wood for the planter boxes	4,381.11

Total Expenditure

24,741.89

Net Funding Remaining (excluding commitments)**43,641.27****Commitments**

06-May-09	Further development of playground	5,000.00
07-Oct-15	Commitment for security cameras	9,436.00
	Less: Expenses	(6,247.45)
07-Mar-12	Railway Cottage Community Park	10,000.00
03-Sep-14	Ken Knobbs memorial garden	5,000.00
	Less: Expenses	(3,800.00)
07-Oct-15	TK Youth Action Group - basketball area project at Village Green	7,500.00
02-May-18	Additional costs committed for basketball court (TKCC1805/04)	5,000.00
	Total commitment for basketball court	12,500.00
	Less: Expenses	(220.00)
06-Sep-17	Commitment for replacement of TK Christmas lights	5,000.00

Total Commitments**36,668.55****Net Funding Remaining (Including commitments) as of 23 May 2018****6,972.72**