

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 13 FEBRUARY 2019** 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 5 December 2018 2

**5. REPORTS**

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| 5.1 | Te Kauwhata Works and Issues Report: February 2019 | 6      |
| 5.2 | Councillor's Report                                | Verbal |
| 5.3 | Discretionary Fund Report to 30 January 2019       | 11     |
| 5.4 | Blueprint Update                                   | 13     |
| 5.5 | Chairperson's Report                               | Verbal |

GJ Ion  
**CHIEF EXECUTIVE**

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### **Open Meeting**

<b>To</b>	Te Kauwhata Community Committee
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	20 December 2018
<b>Prepared by</b>	Wanda Wright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0509
<b>Report Title</b>	Confirmation of Minutes

#### **1. EXECUTIVE SUMMARY**

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To confirm the minutes of the Te Kauwhata Community Committee meeting held on Wednesday 5 December 2018.

#### **2. RECOMMENDATION**

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**THAT** the minutes of the meeting of the Te Kauwhata Community Committee held on **Wednesday 5 December 2018** be confirmed as a true and correct record of that meeting.

#### **3. ATTACHMENTS**

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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 5 DECEMBER 2018** commencing at **7.00pm**.

**Present:**

Ms T Grace (Chairperson)  
Cr JD Sedgwick  
Mrs C Berney (Secretary)  
Mr J Cunningham  
Mr T Hinton  
Mr C Howells [*from 7.07pm*]  
Mr B Weaver

**Attending:**

Mr R Turner (Customer Quality Coordinator)

**APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Mr J Cunningham, Mr T Hinton)**

**THAT** an apology be received from **Mr K Dawson and Mr D Hardwick;**

**AND THAT** an apology for lateness be received from **Mr C Howells.**

**CARRIED on the voices**

**TKCCI812/01**

It was noted that an apology from Mr Ramduny was received.

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Cr J Sedgwick, Mr B Weaver)**

**THAT** the agenda for a meeting of the Te Kauwhata Community Committee held on **Wednesday 5 December 2018** be confirmed and all items therein be considered in open meeting;

**AND THAT** all reports be received.

**CARRIED on the voices**

**TKCCI812/02**

**DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**CONFIRMATION OF MINUTES**

**Resolved: (Mr B Weaver, Mr T Hinton)**

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

**CARRIED on the voices**

**TKCCI812/03**

**REPORTS**

Te Kauwhata Works & Issues Report: August 2018

Agenda Item 5.1

The report was received [TKCCI812/02 refers] and discussion was held.

Councillor's Report

Agenda Item 5.2

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

- Blueprint is being presented on the 12<sup>th</sup> of December at 5.30. Request for members to be present.
- Committee reiterated that we were never in favour of the footpath going in outside the Primary School due to safety concerns. It is up to Council to handle the matter from here.

Discretionary Fund Report to 22 November 2018

Agenda Item 5.3

The report was received [TKCCI812/02 refers] and discussion was held.

**Resolved: (Mrs C Berney, Mr T Hinton)**

**THAT a commitment be made towards the 2018 Christmas Parade in the amount of \$971.50.**

**CARRIED on the voices**

**TKCCI812/04**



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**Open Meeting**

<b>To</b>	Te Kauwhata Community Committee
<b>From</b>	Clive Morgan General Manager Community Growth
<b>Date</b>	30 January 2019
<b>Prepared by</b>	Sharlene Jenkins Executive Assistant
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	GOV0509 / 2165957
<b>Report Title</b>	Te Kauwhata Works & Issues Report: February 2019

**1. EXECUTIVE SUMMARY**

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

**2. RECOMMENDATION**

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

**3. ATTACHMENTS**

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Te Kauwhata Works & Issues Report: February 2019

**TE KAUWHATA COMMUNITY COMMITTEE  
WORKS & ISSUES REGISTER – 2019**

**UPDATE FOR FEBRUARY 2019**

	Issue	Area	Comment	Action
1.	<b>Dog exercise area</b>	<b>Service Delivery</b>	<b>FEBRUARY 2017: 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.</b>	<p>NOVEMBER 2018: Some free trees have been planted in the park. Dog shapes have been painted. Table will be installed in dry weather.</p> <p>DECEMBER 2018: Tim Hinton has been in conversation with Council's Maintenance and Contracts Officer. The table is to be installed before Christmas.</p> <p>FEBRUARY 2019: Tim Hinton to provide an update at the meeting.</p>
2.	<b>Basketball backboard and pole + concrete slab</b>	<b>Service Delivery</b>	<p><b>FEBRUARY 2017: The Community Committee has requested specifications for this from Council.</b></p> <p><b>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.</b></p> <p><b>It is recommended that either the committee fundraise to start the project or that a submission be made to the Long-Term Plan (LTP).</b></p>	<p>NOVEMBER 2018: Earthworks done and concrete laid. Only the hoop to be mounted. Tim Hinton to contact Sport Waikato re: markings on the court.</p> <p>DECEMBER 2018: Tim has contacted Sport Waikato and is waiting for them to get back to him re: court markings.</p> <p>FEBRUARY 2019: Tim Hinton to provide an update at the meeting.</p>

	Issue	Area	Comment	Action
3.	<b>Te Kauwhata Walkway – Unauthorised activity on property at the end of Blunt Road.</b>	<b>Service Delivery</b>	<p><b>NOVEMBER 2017: Waikato Regional Council investigation in respect of any Resource Management Act breaches underway.</b></p> <p><b>In the meantime Waikato District Council has received approval from the Regional Council to commence a clean up of the site.</b></p>	<p><b>NOVEMBER 2018:</b> Waikato District Council surveyors have installed pegs as requested to show the eastern limits of the Flood Zone as shown in the District Plan (need to boardwalk through this zone to avoid applying for consent).</p> <p>Defining a suitable Frame Group design for situations where the required pile end resistance is not met, involving a raft pile support.</p> <p>Once a suitable detail is found the drawing set will be updated.</p> <hr/> <p><b>DECEMBER 2018:</b> Council's Acting Programme Delivery Manager emailed John Cunningham on 08 November confirming the length of the boundary markings, being 24.58 metres.</p> <p>A meeting with the landowner will need to be arranged by Council and involve the Walkway Committee.</p> <hr/> <p><b>FEBRUARY 2019:</b> Distance to the corner boundary was provided to John Cunningham. Awaiting design detail from Frame Group via John.</p>
4.	<b>Footpaths</b>	<b>Service Delivery</b>	<p><b>FEBRUARY 2018:</b></p> <p><b>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.</b></p> <p><b>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.</b></p>	<p><b>SEPTEMBER 2018:</b> Undertaken site measurements to install a gravel footpath with timber edging down western side of the road in place of road markings, as it was deemed more safe to have pedestrians separated from road traffic. Waikato District Alliance to provide a quotation to complete the works by 14 September 2018.</p> <p><b>NOVEMBER 2018:</b> Rimu Street and school crossing: Footpath and crossing is to be constructed this financial year under the low cost low risk safety programme, scoping project stage at this time.</p> <p>Roto Street: design has been scoped out, awaiting cost estimates from Waikato District Alliance.</p> <p><b>DECEMBER 2018:</b> Rimu Street: design has yet to be completed but is programmed to be complete this financial year (budget already locked in).</p> <p>Roto Street: cost estimates received, construction to be programmed.</p> <hr/> <p><b>FEBRUARY 2019:</b> Watching brief.</p>



	Issue	Area	Comment	Action
5.	Te Kauwhata Domain Plan	TKCC		NOVEMBER 2018: Tim Hinton is still working on this.
				DECEMBER 2018: Tim Hinton has advised that a draft plan has been done and shared with Council's Parks team. The draft plan will be tabled at the next Committee meeting for further input.
				FEBRUARY 2019: Tim Hinton to provide an update at the meeting.

## COMMUNITY PROJECTS

The Programme Delivery team is now the Community Projects team with a new structure and staff. The team are gearing up to project manage most of Council's capital works projects, including providing a Centre of Excellence for procurement and contracts.

The Community Projects team consists of:

- Paul McPherson (Community Projects Manager);
- The Project Development team comprising Donna Rawlings leading Project Managers Paul White and Mark Janssen (Mark moved recently from Open Spaces) and Project Coordinator Cory Cullen (moving from Customer Delivery on 30 January);
- Project Delivery team lead by Reuben Rink with Contract Engineers Richard Clark and Ryan Laurenson and assistance from Nick Mounsey (Contractor); and
- A new Project Design team with a team leader (vacant - advertising 01 Feb), Design Engineer (vacant - advertising 01 Feb), and Draughtsperson (Contractor).
- Also reporting to the manager will be a Contract Assistant Engineer role (vacant – advertising 01 February) to assist the whole team with contract administration.

## Te Kauwhata Walkways

Planning works continue for the upcoming construction of the loop walkway via Travers Road, Wayside Road, and Te Kauwhata Road.

The Waikato District Alliance have been engaged to undertake these works. Land purchase discussions with New Zealand Transport Agency to acquire land on Wayside Road has been unproductive, and a review of the design highlighted the desire to minimise crossing points for safety reasons.

As a result, the alignment is being aligned to the “inside” of the loop where possible.



*Aerial photo showing proposed loop route*

One issue may be on Travers Road where a drainage problem on the LHS may require a wide grass swale leaving insufficient room for a cycleway or footpath. The stormwater design is still being developed.

The remainder of the loop (Te Kauwhata Road) will be coordinated with adjacent developments as they occur as there is insufficient space currently.

Further meetings with a sub-group of the Te Kauwhata Community Committee to discuss the Te Kauwhata walkway/cycleway are planned before any construction commences.

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**Open Meeting**

<b>To</b>	Te Kauwhata Community Committee
<b>From</b>	Tony Whittaker Chief Operating Officer
<b>Date</b>	30 January 2019
<b>Prepared by</b>	Julienne Calambuhay Management Accountant
<b>Chief Executive Approved</b>	Y
<b>Reference/Doc Set #</b>	GOV0509
<b>Report Title</b>	Discretionary Fund Report to 30 January 2019

**1. EXECUTIVE SUMMARY**

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To update the Committee on the Discretionary Fund Report to 30 January 2019.

**2. RECOMMENDATION**

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**THAT the report from the Chief Operating Officer be received.**

**3. ATTACHMENTS**

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Discretionary Fund Report to 30 January 2019

## TE KAUWHATA COMMUNITY COMMITTEE DISCRETIONARY FUND 2018/2019

GL 1.207.1704

## Commitments from Committee Meeting Minutes &amp; Other Information

2018/19 Annual Plan	11,391.00
Carry forward from 2017/18	43,641.00
<b>Total Funding</b>	<b>55,032.00</b>

## Expenditure

01-Aug-18	Marion Handcock - refund for sheep pellet used for Main St. planter box	79.21
18-Oct-18	Earthcare System - Village Green basketball court	14,649.00
18-Oct-18	Jackson Engineering - fabrication of basketball hoop	4,587.00
05-Nov-18	Ms Grace - website costs (refer Freeparking online receipt)	149.00
07-Nov-18	St John Te Kauwhata - hall hire Feb 2016 to Oct 2017	225.00
07-Nov-18	St John Te Kauwhata - hall hire Nov 2017 to Oct 2018	120.00
<b>Total Expenditure</b>		<b>19,809.21</b>
<b>Net Funding Remaining (excluding commitments)</b>		<b>35,222.79</b>

## 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)	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	(3,800.00)	1,200.00
06-Sep-17	Commitment for replacement of TK Christmas lights		5,000.00
05-Dec-18	Commitment towards 2018 Christmas Parade		971.50
<b>Total Commitments</b>			<b>25,360.05</b>
<b>Net Funding Remaining (Including commitments) as of 30 January 2019</b>			<b>9,862.74</b>

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### **Open Meeting**

<b>To</b>	Te Kauwhata Community Committee
<b>From</b>	Clive Morgan General Manager Community Growth
<b>Date</b>	29 January 2019
<b>Prepared by</b>	Jim Ebenhoh Planning & Policy Manager
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0509
<b>Report Title</b>	Blueprint Update

## **I. EXECUTIVE SUMMARY**

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Following dozens of community workshops in 2018, consultants Urbanism Plus have produced a draft Blueprint report, including a proposed Districtwide Blueprint as well as 15 proposed Local Area Blueprints. These documents, which are currently being proofread, will be presented to the 27 February meeting of Council's Strategy & Finance Committee, for approval to release for a one-month round of public feedback (proposed to be 08 March – 08 April). During this time, a number of drop-in sessions throughout the District will be held for anyone who has questions. The availability of the reports, feedback period and drop-in sessions will be well-publicised, and communicated to all Community Boards and Committees in advance.

Following feedback, the reports are expected to be revised, then presented back to the Strategy & Finance Committee in May, and to full Council for approval in June. An implementation committee is likely to be established to work on incorporating the Blueprint documents into Council's future strategic and operational planning.

## **2. RECOMMENDATION**

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

## **3. ATTACHMENTS**

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NIL