



Agenda for a meeting of the Pokeno Community Committee to be held in the Pokeno Community Hall, Cnr Great South Road and Market Street, Pokeno on **TUESDAY 11 JUNE 2019** commencing at **7.00PM**.

*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.*

**1. APOLOGIES AND LEAVE OF ABSENCE**

**2. CONFIRMATION OF STATUS OF AGENDA**

Mr Colin Botica will be in attendance to update the Committee on Totara Reserve, Hitchen Block and the Hitchen Overbridge opening.

**3. DISCLOSURES OF INTEREST**

**4. CONFIRMATION OF MINUTES**

Meeting held on Tuesday 14 May 2019 2

**5. REPORTS**

- |   |        |
|---|--------|
| 5.1. Civil Defence Update                           | Verbal |
| 5.2 Pokeno Works & Issues Status of Items June 2019 | 7      |
| 5.3 LTP Update                                      | Verbal |
| 5.4 Pokeno Community Committee Schedule             | 19     |
| 5.5 Street Naming                                   | Verbal |
| 5.6 Councillor's Report                             | Verbal |
| 5.7 Committee Reports                               | Verbal |
| 5.8 Next Meeting's Agenda Items                     |        |
| 5.9 General Business                                |        |

GJ Ion  
**CHIEF EXECUTIVE**

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**Open Meeting**

<b>To</b>	Pokeno Community Committee
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	16 May 2019
<b>Prepared by</b>	Lynette Wainwright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0516
<b>Report Title</b>	Confirmation of Minutes

**1. EXECUTIVE SUMMARY**

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To confirm the minutes of the Pokeno Community Committee meeting held on Tuesday 14 May 2019.

**2. RECOMMENDATION**

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**THAT the minutes of the meeting of the Pokeno Community Committee held on Tuesday 14 May 2019 be confirmed as a true and correct record of that meeting.**

**3. ATTACHMENTS**

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PCC Minutes – 14 May 2019



## **POKENO COMMUNITY COMMITTEE**

**MINUTES** of the monthly Pokeno Community Committee meeting held in the Pokeno Hall, Pokeno, on 14 May 2019 commencing at 7.00pm.

**Committee Members Present:** Helen Clotworthy, Tricia Graham, Doug Rowe, Janet McRobbie, Wayne Rodgers, Chris Hines, Morris Roberts, Ric Odom

**WDC Staff in Attendance:** Kevin Stokes

**Councillors in Attendance** Mayor Allan Sanson , Cr J Church, Cr S Henderson

**Community Members** Community Members attended.

**1 APOLOGIES:** Apologies received from Todd Miller, Charles Hackett

**Moved that the apologies be accepted:** Helen Clotworthy

**Seconded:** Tricia Graham

### **2 CONFIRMATION OF THE STATUS OF THE AGENDA**

A representative of NZTA was not in attendance so Kevin to give us an update  
Todd Miller was unable to attend so the Civil Defence update will be given next month  
Items 5.3 and 5.4 to be switched around

**Moved** Helen Clotworthy

**Seconded** Tricia Graham

### **3 DISCLOSURE OF INTEREST**

There was no disclosure of interest

### **4. CONFIRMATION OF THE MINUTES**

**Moved** Helen Clotworthy

**Seconded** Janet McRobbie

## **5. REPORTS**

### **5.1 NZTA Presentation**

In the absence of a representative from NZTA Kevin (WDC) gave a report  
A workshop was held on 12<sup>th</sup> March and a report on this will be given to that group on June 19th  
They are looking in amongst other things at the connectivity between the East and West of Pokeno.

Questions raise by the floor relating to NZTA were

Allan Granger reported that the lights on the Motorway north of Pioneer Rd have been out for several months He has reported this to NZTA but there has been no action. In addition the damage done by the accident on the off ramp to Pokeno has not been fixed although this happened some time ago. Kevin is to raise these points with NZTA

Disappointment was expressed that NZTA did not send a representative

### **5.2 Civil Defence Update**

Todd Miller advises that the Civil Defence Plan is at Council awaiting a final review for approval

### **5.4 Works and Issues**

*Footpath between Hillpark Drive and Mill Hill Crescent*

The Committee expressed concern with the timeframe in resolving the footpath issue between Hillpark Drive and Mill Hill Crescent which has been an ongoing problem for 7 months. The remainder of the issues in the report were deferred to the next meeting of the Committee.

### **5.2 Pokeno Community Committee Schedule**

Deferred issues from this meeting

An update to be given on the Munroe Block and its recreation possibilities.

Colin Botica (Dines Group) to be invited to give us an update in particular with regards to the progress with Totora Park.

### **5.3 Year to Date Service Requests**

Taken as read

Moved Ric Odom

Seconded Helen Clotworthy

### **5.5 Councillors Report**

*Cr S Henderson*

*Cr J Church*

The trails forum is going well and has adopted the name FWN Trails (Franklin, Waikato North Trails)

*Mayor Allan Sanson*

He hears our frustration and will bring someone to the meeting to address these frustrations and give us an overview

All aspects regarding water and waste water will now be contracted to a separate board. This will be in place by the 30<sup>th</sup> June and will mean large savings. These savings will not be reflected in a reduction of water rates but should protect us from large rises in the future.

## 5.6 Committee Reports

Community Patrol is active on Friday and Saturday nights  
Meet and Greet is going well

## 5.7 Next Meetings Agenda

This was covered in the Community Committee Schedule

## 5.8 General Business

### *Street lighting*

It is reported that street lighting in the Hitchen Block is once again out and needs to be investigated – This needs to be reported to the council hot line

Kowhai Downs subdivision confirm they do not want general street lighting

### *Council Rooding*

- It is felt that the new alignment of the corner of Munroe and Helenslee Road creates a safety issue. You almost need to stop to go around it
- With the opening of the Hitchen Bridge cars and more importantly trucks(using it as a short are using Mark Ball Drive and Hillpark Rd. There is a 40km/h sign at either end but this is not being obeyed. If this is observed this should be reported to the police. This is a policing issue and Mayor Sanson is to talk to the District Commander to get the traffic police to take an interest in the problem. It was suggested that we get the police back to a meeting
- The 40km/h signs have not yet gone up in Avon Rd
- It was asked about the possibility of a Give Way sign at the corner of Fraser Rd and Dean Rd. This is where the turn off to Kowhai Downs is and residents would like a light here

### *Supermarket*

The consent was lodged on 6<sup>th</sup> May – this will take 21 working days

### *School Issue* **IMPORTANT SAFETY ISSUES**

- The path from the road to the new block opposite the school goes nowhere. Is this going to be connected to the path at the point where the crossing is?
- A temporary 40km/h sign has not worked for months. When will this be fixed? Council work order is RDG02477/19
- We are wanting an update on the speed bylaw changes for Helenslee Rd as our 40km/h school zone can't be moved to its correct location until this is passed. This in turn is holding us up being able to use the Kea Crossing on Helenslee Rd

- Will there be a path put in on Helenslee Rd around the McRobbies to allow children to get home safely

*Tennis Club*

The renovations are going really well

*Mercer Boat Ramps*

Tata are looking at developing a substantial one – this will require consents

*Waterfalls*

Once more rubbish has been reported. It is unsure whether this has been vested in council and therefore whose responsibility it is

*Pokeno Hall*

A contract has been let for the painting and the committee are looking at building a lean-to for storage

*Health Charitable Trust*

They are holding a Black-tie Ball- tickets have gone on sale

*Appreciation*

It was asked that it be minuted the appreciation for the gardeners and the members of the community made to get the Cenotaph looking so good for Anzac Day

**ACTION LIST**

Resolving the safety issues associated with children getting to and from school

Lighting in the Hitchen Block

Lighting and Give Way sign at the corner of Frazer and Dean Rd

Is the Waterfall Area vested in council?

There being no further business Helen declared the meeting closed at 9.00pm The next meeting to be held on Tuesday 11 June at 7.00pm

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**Open Meeting**

<b>To</b>	Pokeno Community Committee
<b>From</b>	Clive Morgan General Manager Community Growth
<b>Date</b>	29 May 2019
<b>Prepared by</b>	Karen Bredesen PA to the General Manager Service Delivery
<b>Chief Executive Approved</b>	Y
<b>Reference/Doc Set #</b>	PCC2018; GOV0516
<b>Report Title</b>	Pokeno Works & Issues: Status of Items June 2019

## **I. 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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- A Pokeno Works & Issues: Status of Items March 2019
- B Memo from Kevin Stokes dated 29 May 2019

## REPORT

Issue	Area	Action	Comments
Footpath	Community Connections/ Megan May	Footpath 30 metres between Zig Zag Hillpark Drive and Mill Hill Crescent behind the wetlands 	See memo attached.
Double Yellow Lines	Contracts & Compliance/ Gareth Bellamy	Helen Clotworthy ( <a href="mailto:helen@pokenobacon.co.nz">helen@pokenobacon.co.nz</a> , 027 248 4275, 09 239 2086) has asked if a double yellow line be painted when you head north on Helenslee Rd between Gateshead Rd and Hillpark Rd. There is a sharp bend veering right, cars heading north often cut the corner forcing oncoming vehicles into the scrub and ditch.	
NZTA Plans for SH1, SH2 and Rail in the area	Service Delivery	NZTA plans for SH1, SH2 and Rail in the area.	
Opus Stormwater Report	Service Delivery/Kevin Stokes		



## Community Project Update

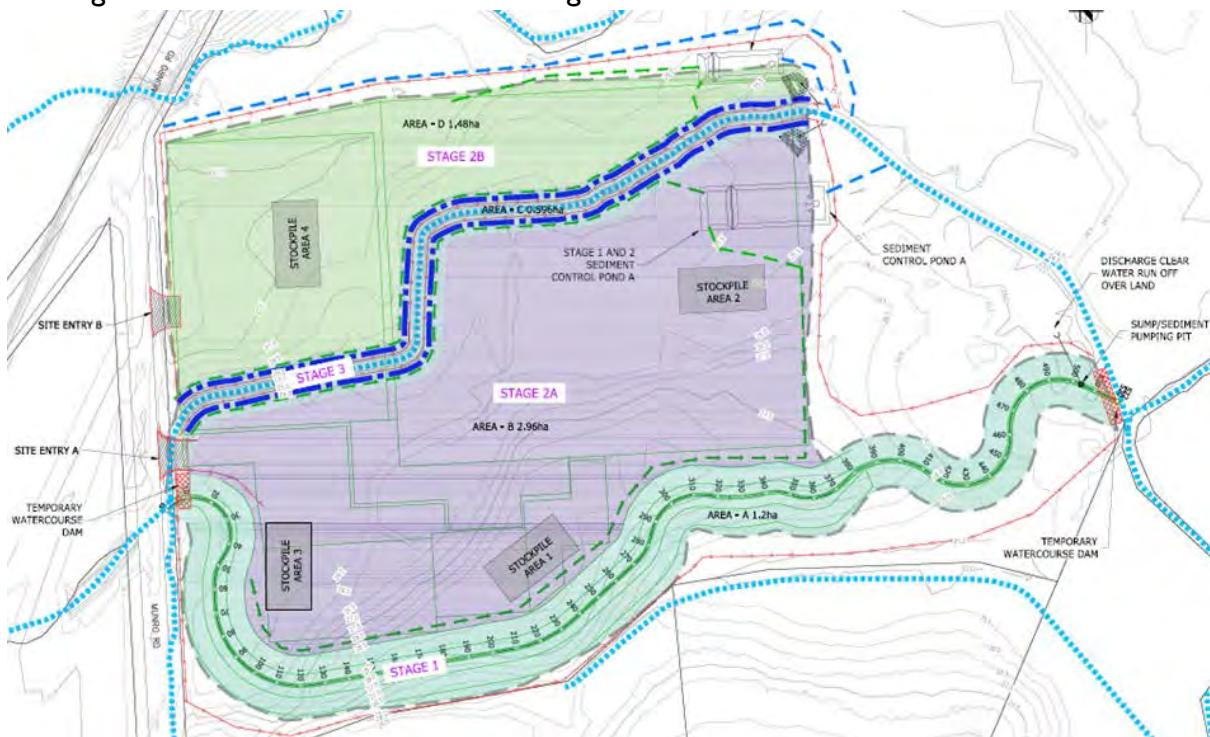
### Parks

#### *Munro Road Sportspark*

Procurement planning has recommenced following receipt of the draft Flood Risk Assessment Memorandum produced by Opus. This states that development of Munro block would not have significant effects on the surrounding areas and that the current design will have minimal flooding in areas vulnerable to silt deposits.

The earthworks required to provide a platform to a mowable finish will be carried out in a staged process.

- Stage 1 will see the construction of the new two stage stream alignment and establish grass and riparian planting. Temporary watercourse dams will be constructed and sump pump to drain water trapped during establishment of vegetation.
- Stage 2A is for the cut/fill levelling between the existing stream and new diversion.
- Stage 2B is for filling of the top section (and a minor cut area). This portion will require imported fill and is being considered as a clean fill site to reduce the overall cost of the project.
- Stage 3 is for removal of the watercourse dams and pump system to make the new stream live. This stage will also allow us to fill the existing stream.



*Munro Road SportsPark*

Timeframes for stages 1 to 3 are being assessed and will be reported on throughout the project life.

## **Wastewater**

### *Pokeno Wastewater Reticulation Scheme, Phase 3*

The contract is to be advertised soon for the completion of the private drainage connections in Pokeno. Staff are awaiting the availability of the archaeologist to oversee the works. Onsite inspections have been carried out with potential contractors to enable effective pricing. We expect quotes to be received shortly.

## **Toilets**

### *Pokeno, The Point, Ngaruawahia and the Domain, Tuakau*

Contract document preparation is well underway for this Toilet Refurbishments package. The procurement process has begun.

## **Urban Upgrades**

### *Pokeno Road Urban Upgrade*

Undergrounding by Counties Power on Pokeno Road and Great South Road is nearing completion. Some further works are expected undergrounding and removing existing power poles on the eastern side of Munro Road and installing new buried cables from the one lane bridge, past the future sports park, to Pokeno Road intersection. This will enable widening and upgrading of the road alongside the sports park, a future Urban Upgrade project site.

The first Urban Upgrade section to get underway runs from outside the school on Pokeno Road to the intersection with Great South Road. With the overhead cables gone, the way is clear for next summer's works. This will include footpath, cycleway, streetlights, and signalised intersections at both Helenslee and Hitchen Road intersections.

## **Cemeteries**

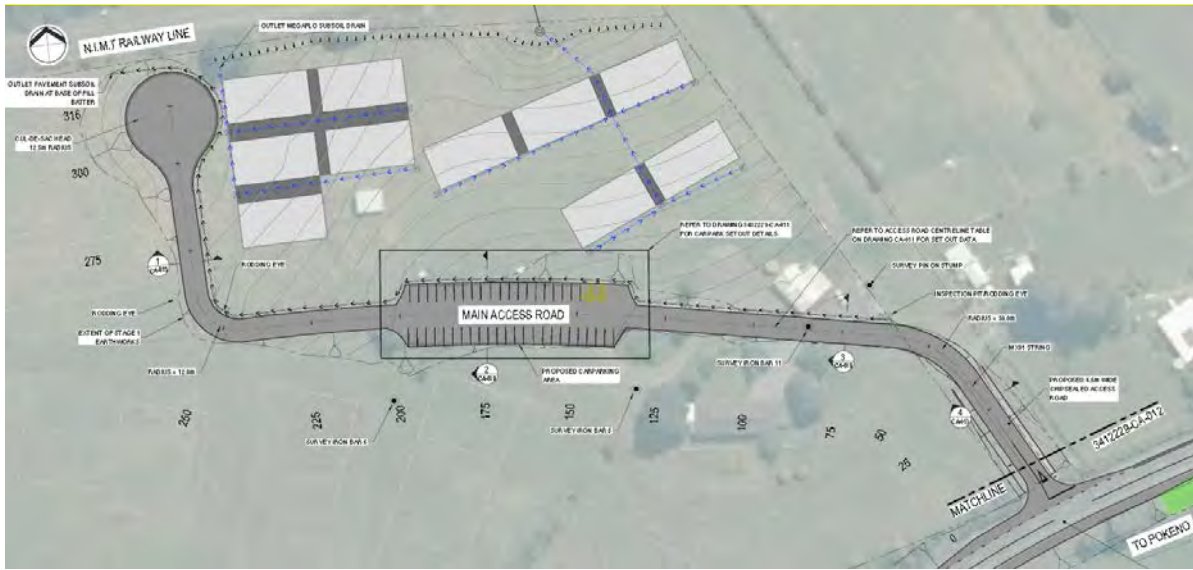
### *Whangarata Road Cemetery*

The design for consent has been lodged for assessment and is currently being reviewed. Consent on the current design was lodged within Council as there is a pending District Plan review which if passed will see the status for the construction of Cemeteries heightened from "Controlled Activity" to "Discretionary Activity" meaning that all previous consultation will be invalidated, and there is the potential for Discretionary Activities to be declined completely.

It has been noted that further consultation may be required however staff do not feel this will affect Stage I of the cemetery construction. Consultation is believed to be targeted at types and locations of burial plots which has no effect on consents, as well as the possibility of a future privately owned crematorium. Crematoriums are not part of Council's strategic planning and operations and would only be undertaken by a private investor. Consent to operate such a facility will therefore require the private investor to obtain their own consent and consideration of location agreed with Council. This may be carried out under the future Stage II.

Council staff have undertaken road widening and safety improvements of this intersection in conjunction with the Waikato District Alliance (WDA) rehabilitation works on a cost share basis. This was to

reduce the overall cost to the cemetery project and minimise the risk of later re-work being required. Some minor changes to the linemarking layout may be required pending consent conditions, however this will coincide with the WDA reseal programme during their scheduled second coat seal.



## MEMORANDUM

To	Pokeno Community Committee
From	Kevin Stokes, Northern Infrastructure Programme Manager
Subject	Pokeno Community Committee – 14 May 2019
File	PCC2019
Date	29 May 2019

Please see the updates below on matters arising from the Pokeno Community Committee:

### Double Yellow lines

Council staff engaged a contractor to look at the corner of Helenslee Road.

Double yellow lines were painted on the corner of Helenslee Road in mid May 2019.

In addition, a survey of the road boundary was undertaken to see if any of the trees were on the road boundary. The four trees on the corner are on private property and there are three trees on road reserve which stand before the corner. Council staff can have these trees trimmed but will need to have a discussion with the private land owner about the others.

### Munro Sport fields

Council has taken advice from Opus with regards to the sport fields and based on the draft report, construction of the design by Harrison and Grierson will have no significant impact on the stormwater management in the catchment.

There will be three stages:

1. Stage 1 will be the stripping back of the topsoil and stockpiling it, construct the new stream alignment.
2. Stage 2a will see the completion of the higher area that will house the netball, basketball, artificial turf and clubrooms.
3. Stage 2B will take some time as there needs to be additional soil imported in for the establishment of the sport fields.

Timeline	June 2019 – December 2019				Mid-Late January 2020		
	Opus Stormwater Report Finalised	Procurement Process	Contracts awarded	Contractors start date	Works starts on ground		

### Countdown Supermarket

They have lodged their consent and it is currently being assessed by the Planning team for notification (see attached) photos of the proposed supermarket.

Lodgement Date	Notification Date	Submission Close
3/05/19	21/05/19	10/06/19

**WSP Opus Stormwater Report**

This is still a draft due to some questions from Council's Engineers that are now being investigated.

**Pokeno Bridge**

The bridge was built by PLC and has been opened to the public since 18 April. There was still some work needed to be completed on the footpath side. However, Council staff have now signed off the work and have issued a Code of Compliance Certificate. PLC can now organise an official opening. Any further enquiries regarding this matter should be made to PLC.

**Lights not Working**

- Lights not working within the Pokeno town boundary excludes State Highway work.

Please use the following link to log a service request:

- <https://online.waikatodc.govt.nz/services/RequestForService/>
- Lights not working within the State Highway. Please use the following link to log a service request:
  - <https://nzta.govt.nz/contact-us/complaints/>
- Issues with roads within Pokeno town boundary. Please use the following link to log a service request:
  - <https://online.waikatodc.govt.nz/services/RequestForService/>

**NZTA**

Gareth Bellamy, WDC Road Safety Engineer was to attend the meeting however due to unforeseen circumstances was unable to attend. The Road Safety Engineer said as part of the blueprint process all access issues would need to be considered.

**Speed limits**

Council has now completed the change of the speed limits around Pokeno. If there are issues with vehicles speeding, this is a police matter.

**Footpath between Zig Zag Hillpark Drive and Mill Hill Crescent behind the wetlands**

Staff have received a quote and have engaged a contractor. Works are expected to commence around the 10<sup>th</sup> June 2019.













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### **Open Meeting**

<b>To</b>	Pokeno Community Committee
<b>From</b>	Ian Cathcart General Manager Service Delivery
<b>Date</b>	30 May 2019
<b>Prepared by</b>	Karen Bredesen PA to General Manager Service Delivery
<b>Reference #</b>	GOV0516
<b>Report Title</b>	Pokeno Community Committee Schedule

## **1. EXECUTIVE SUMMARY**

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The purpose of this report is to provide an updated Pokeno Community Committee Schedule to discuss and populate.

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

## **2. RECOMMENDATION**

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**THAT** the report from the **General Manager Service Delivery** be received.

## **3. ATTACHMENTS**

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Pokeno Community Committee Schedule

January 2019	February 2019	March 2019
No meeting	Early in 2019, the Committee to schedule a workshop to provide more street names.  Transit to be invited to meeting.	Blue Print drop in session
April 2019	May 2019	June 2019
Gavin Donald & Jason Marconi from Sport Waikato to provide an update.	OPUS Stormwater Report NZTA invite	Update on Munro Block and recreation possibilities Colin Botica, Dines Group, to provide an update with regards to progress with Totara Park
July 2019	August 2019	September 2019
No meeting		
October 2019	November 2019	December 2019
No meeting		