



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 **MONDAY, 9 DECEMBER 2019** commencing at **7.00PM**.

**1. APOLOGIES**

**2. CONFIRMATION OF STATUS OF AGENDA**

**3. DISCLOSURES OF INTEREST**

**4. PUBLIC FORUM**

**5. CONFIRMATION OF MINUTES**

Extraordinary Meeting held on Tuesday 29 October 2019 3

Inaugural Meeting held on Tuesday 12 November 2019

**6. REPORTS**

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| 6.1  | Establishing a Pokeno Governance Committee in Relation to Munro's Sports and Recreation Park | 12            |
| 6.2  | Schedule of Meetings   | 14            |
| 6.3  | Application for funding – Christmas Parade and ANZAC Day - <i>Information only</i>           | <i>Verbal</i> |
| 6.4  | Submission in response to the Draft Growth and Economic Development Strategy                 | <i>Verbal</i> |
| 6.5  | Street Lighting  | <i>Verbal</i> |
| 6.6  | Civil Defence  | <i>Verbal</i> |
| 6.7  | Christmas Parade   | <i>Verbal</i> |
| 6.8  | Pokeno Community Committee Schedule  | 18            |
| 6.9  | Pokeno Works & Issues: Status – October 2019   | 21            |
| 6.10 | Street Naming  | <i>Verbal</i> |
| 6.11 | Councillors' Reports   | <i>Verbal</i> |

7. SUBCOMMITTEES

8. ACTION LIST

9. GENERAL BUSINESS

GJ Ion  
**CHIEF EXECUTIVE**

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**Open Meeting**

|                                 |   |
|---------------------------------|---|
| <b>To</b>                       | Pokeno Community Committee                |
| <b>From</b>                     | Gavin Ion<br>Chief Executive              |
| <b>Date</b>                     | 25 November 2019                          |
| <b>Prepared by</b>              | Lynette Wainwright<br>Committee Secretary |
| <b>Chief Executive Approved</b> | Y   |
| <b>Reference #</b>              | GOV0516                                   |
| <b>Report Title</b>             | Confirmation of Minutes                   |

**I. EXECUTIVE SUMMARY**

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To confirm the following minutes of the Pokeno Community Committee:

- Extraordinary meeting held on Tuesday 29 October 2019, and
- Triennial meeting held on Tuesday 12 November 2019.

**2. RECOMMENDATION**

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**THAT the extraordinary minutes of the meeting of the Pokeno Community Committee held on Tuesday 29 October 2019 be confirmed;**

**AND THAT the triennial minutes of the meeting of the Pokeno Community Committee held on Tuesday 12 November 2019 be confirmed.**

**3. ATTACHMENTS**

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PCC Minutes – 29 October 2019 and 12 November 2019



## **POKENO COMMUNITY COMMITTEE**

**MINUTES** Extraordinary Meeting held 29<sup>th</sup> October at 374 Razorback Rd commencing at 7pm.

**Committee Members Present:** Tricia Graham, Doug Rowe, Kris Hines, Lance Straker, Janet McRobbie, Ric Odom, Todd Miller, Wayne Rodgers

**APOLOGIES:** Apologies received from Charles Hackett  
Helen Clotworthy recused herself

**Moved** P Graham

**Seconded:** Todd Miller

Accepted

### **AGENDA**

The sole purpose of this meeting was to discuss whether or not to make a submission in response to the appeal of H and J Clotworthy under s 120 regarding the decision of the Waikato District Council regarding the granting of a resource consent to Woolworths to build a supermarket in Pokeno

### **DISCLOSURE OF INTEREST**

There was no disclosure of interest from those present  
Helen Clotworthy had recused herself from this meeting and its subsequent discussion

### **RESPONSE TO THE APPEAL OF H AND J CLOTWORTHY**

The committee reaffirmed its support for the development of a Supermarket at Pokeno. The concern that was expressed in the original submission made by the committee was the lack of public parking available in the development stage would lead to safety issues and impact on the commercial businesses already established

The motion was that a response to the appeal should be made reflecting this view

**Moved** Kris Hines (Deputy Chairpersn)

**Seconded** Ric Odom

This motion was unanimously carried

**GENERAL BUSINESS**

As the November meeting coincides with the election of the new committee it was discussed as to whether or not we should have anything else on the agenda. The feeling was that it was important that those nominated should be given sufficient time to introduce themselves and explain how they can best reflect the needs of the community

The motion was that the Agenda of the November meeting should be only the election of the new Pokeno Community Committee

**Moved** Kris Hines

**Seconded** Patricia Graham

The motion was passed unanimously

There being no further business Kris Hines declared the meeting closed at 7.30pm



**MINUTES** of a meeting of the Pokeno Community Committee held in the Pokeno Community Hall, Cnr Great South Road and Market Street, Pokeno on **TUESDAY, 12 NOVEMBER 2019** commencing at **7.00pm**.

**Present:**

Mrs HJ Clotworthy  
Mr A Grainger  
Mr KR Hines  
Ms H Johnson  
Mr PMN Koizumi  
Mr T Miller  
Ms S Narasimhan  
Mr RLC Odom  
Ms BA Roberts  
Mr AL Straker

**Attending:**

His Worship the Mayor, Mr AM Sanson  
Cr JA Church  
Cr SL Henderson

Mr TG Whittaker (Chief Operating Officer)  
Mr C Morgan (General Manager Community Growth)  
Mr S Toka (Iwi and Community Partnerships Manager)  
Mr K Stokes (Northern Infrastructure Programme Manager)  
Mrs LM Wainwright (Committee Secretary)

Members of the public

The Iwi and Community Partnerships Manager welcomed Committee members-elect, the Mayor, Councillors, staff and guests with a karakia and mihi.

The General Manager Community Growth opened the meeting and chaired the meeting until the conclusion. He explained the process for the nomination and election of members to the Committee.

The Chief Operating Officer summarised the Pokeno Community Committee Charter.

## **NOMINATION AND ELECTION OF MEMBERS**

The General Manager Community Growth called for nominations. Each of the nominees provided background information in support of their nomination.

### **SCHEDULE FOR NOMINATION AND ELECTION OF MEMBERS**

Nominations received:

Mrs Clotworthy was nominated by Mr Odom and seconded by Mr Rodgers.

Mr Grainger was nominated by Mr Blackwood and seconded by Mr Graham.

Ms Costello was nominated by Mr Costello and seconded by Mr Verhoef.

Mr Straker was nominated by Mr Seddon and seconded by Mrs Graham.

Mr Montgomery was nominated by Ms Roberts. Mr Montgomery declined the nomination.

Ms Narasimhan was nominated by Mrs Miller and seconded by Mr Miller.

Mr Rowe was nominated by Mr Rodgers and seconded by Mr Roberts.

Mr Odom was nominated by Mr Hines and seconded by Mr Miller.

Mrs Toon was nominated by Mrs Clotworthy and seconded by Mr Toon. Mrs Toon declined the nomination.

Ms Roberts was nominated by Mr Montgomery and seconded by Mr Hepa.

Ms Johnson was nominated by Ms van der Mer and seconded by Mr Odom.

Mr Koizumi was nominated by Ms Narasimhan and seconded by Ms Jacobs.

Mr Birchell was nominated by Mrs Clotworthy and seconded by Mrs Graham.

Mr Miller was nominated by Mr Hines and seconded by Mr Grainger.

Mr McRobbie was nominated by Mrs Clotworthy and seconded by Mr Clotworthy.

Mr Turner was nominated by Mrs Clotworthy and seconded by Ms Kaur. Mr Turner declined the nomination.

Ms Stanton was nominated by Mrs Clotworthy and seconded by Mrs McRobbie.

Mr Hines was nominated by Mrs Clotworthy and seconded by Mr Miller.

**Resolved: (Mr Costello/Mr Armstrong)**

**THAT nominations for the membership of the Pokeno Community Committee be closed.**

**CARRIED**

**PCCI911/01**

**Resolved: (Mr Odom/Mr Miller)**

**THAT the following nominees be elected as members of the Pokeno Community Committee for the 2019-22 triennium:**

- **Mrs HJ Clotworthy,**
- **Mr A Grainger,**
- **Mr KR Hines,**
- **Ms H Johnson,**
- **Mr PMN Koizumi,**
- **Mr J McRobbie,**
- **Mr T Miller,**
- **Ms S Narasimhan,**
- **Mr RLC Odom,**
- **Ms BA Roberts,**
- **Mr D Rowe, and**
- **Mr AL Straker**

**CARRIED**

**PCCI911/02**

**APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Mr Miller/Mr Odom)**

**THAT an apology be received from Mr D Rowe and Mr J McRobbie.**

**CARRIED**

**PCCI911/03**

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Mr Odom/Mr Miller)**

**THAT the agenda for a meeting of the Pokeno Community Committee held on Tuesday 12 November 2019 be confirmed and all items therein be considered in open meeting;**

**AND THAT all reports be received.**

**CARRIED**

**PCCI911/04**



**DECLARATIONS OF INTEREST**

Mrs Clotworthy advised members of the Committee that she would declare a non financial conflict of interest in item 6 [*Confirmation of Minutes held on Tuesday 29 October 2019 - Extraordinary*].

**ELECTION OF CHAIRPERSON, DEPUTY CHAIRPERSON AND SECRETARY**

The General Manager Community Growth called for nominations for the position of Chairperson. Mr Odom was nominated by Mr Hines and seconded by Mr Miller.

**Resolved: (Mr Hines/Mr Miller)**

**THAT nominations for the position of Chairperson of the Pokeno Community Committee be closed.**

**CARRIED**

**PCCI911/05**

**Resolved: (Mr Grainger/Mr Straker)**

**THAT Mr Ric Odom be elected as Chairperson of the Pokeno Community Committee.**

**CARRIED**

**PCCI911/06**

The General Manager Community Growth called for nominations for the position of Deputy Chairperson. Mrs Clotworthy was nominated by Mr Straker and seconded by Mr Hines.

**Resolved: (Mr Odom/Mr Grainger)**

**THAT nominations for the position of Deputy Chairperson of the Pokeno Community Committee be closed.**

**CARRIED**

**PCCI911/07**

**Resolved: (Mr Straker/Mr Hines)**

**THAT Mrs Helen Clotworthy be elected as Deputy Chairperson of the Pokeno Community Committee.**

**CARRIED**

**PCCI911/08**

The General Manager Community Growth called for nominations for the position of Secretary. Mr Straker was nominated by Mr Hines and seconded by Mrs Johnson.

**Resolved: (Mr Hines/Mrs Johnson)**

**THAT nominations for the position of Chairperson of the Pokeno Community Committee be closed.**

**CARRIED**

**PCCI911/09**

**Resolved: (Mr Grainger/Mr Miller)**

**THAT Mr Lance Straker be elected as Secretary of the Pokeno Community Committee.**

**CARRIED**

**PCCI911/10**

### **PRESENTATION BY THE MAYOR**

His Worship the Mayor welcomed guests and addressed the Committee and members of the public, and outlined how to work effectively as a Community Committee.

### **CONFIRMATION OF MINUTES**

**Resolved: (Mr Miller/Mr Hines)**

**THAT the minutes of a meeting of the Pokeno Community Committee held on Tuesday 8 October 2019 be confirmed as a true and correct record of that meeting, subject to approval of the amended Pokeno Community Committee Charter.**

**CARRIED**

**PCCI911/11**

The Committee deferred confirmation of the minutes of the extraordinary meeting of the Pokeno Community Committee held on Tuesday 29 October 2019 until the 9 December 2019 meeting.

**SCHEDULE OF MEETINGS**

**Resolved: (Mr Grainger/Mr Miller)**

**THAT the Pokeno Community Committee approve the following meeting date and time for the balance of the 2019 year:**

- **Monday 9 December 2019 commencing at 7.00pm.**

**AND THAT the Pokeno Community Committee notes that a schedule of meetings for 2020 will be presented for approval at the 9 December 2019 meeting.**

**CARRIED**

**PCC1911/12**

There being no further business the meeting was declared closed at 9.09pm.

Minutes approved and confirmed this                      day of                      2019.

RLC Odom  
**CHAIRPERSON**

### **Open Meeting**

|                                 |  |
|---------------------------------|--|
| <b>To</b>                       | Pokeno Community Committee   |
| <b>From</b>                     | Clive Morgan<br>General Manager Community Growth   |
| <b>Date</b>                     | 4 December 2019  |
| <b>Prepared by</b>              | Joe Wilson – Youth Engagement Advisor (WDC)<br>Jason Marconi – North Waikato District Coordinator<br>(Sport Waikato) |
| <b>Chief Executive Approved</b> | Y  |
| <b>Reference #</b>              | GOV0516 / 2410644  |
| <b>Report Title</b>             | Establishing a Pokeno Governance Committee in<br>Relation to Munro’s Sports and Recreation Park                      |

## **1. EXECUTIVE SUMMARY**

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The Council’s Project Team are seeking to build a strong partnership with a vested and informed Pokeno Governance Committee, specifically designed to help develop Munro’s Sports and Recreation Park. The aim is to ensure the development of land and facilities meets the needs of people in Pokeno and surrounding communities, in its build stage and for the long-term future.

Upon establishment, the Pokeno Governance Committee will join forces with Council’s Project Team to collectively commence building a strong partnership that will help shape the potential usage of Munro’s Park.

## **2. RECOMMENDATION**

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**THAT the report be received.**

## **3. BACKGROUND**

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Council’s Project Team is taking a community-led approach to this project, with community involvement and collaboration vital to the project. The earthworks that will take place over the next two years will inform what can and cannot be developed on the land.

Jason Marconi (Sports Waikato Development Coordinator) and Joe Wilson (Waikato District Council Youth Engagement Advisor) have a pipeline of contacts and relationships in both sports and recreational sectors. They’ve partnered together to help foster a well informed and capable group (approx. 8-12) who will partner up with Council’s Project Team to target the best outcomes for Munro Park and the people who will use it.

Jason and Joe are excited to commence and commit to this journey in sharing this korero. They welcome productive discussions and trust that you'll be interested in contributing towards this project - Joe.Wilson@waidc.govt.nz.

#### **4. CONCLUSION**

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As a united force, this korero will amplify Pokeno's identity in providing a community-led and purposely built sports and recreation park designed to contribute to the needs of people today and for generations to come.

#### **5. ATTACHMENTS**

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Nil

### **Open Meeting**

|                                 |                                       |
|---------------------------------|---------------------------------------|
| <b>To</b>                       | Pokeno Community Committee            |
| <b>From</b>                     | Gavin Ion<br>Chief Executive          |
| <b>Date</b>                     | 21 November 2019                      |
| <b>Prepared by</b>              | Brendan Stringer<br>Democracy Manager |
| <b>Chief Executive Approved</b> | Y                                     |
| <b>Reference/Doc Set #</b>      | GOV0516                               |
| <b>Report Title</b>             | Schedule of Meetings                  |

## **I. EXECUTIVE SUMMARY**

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It is recommended that the Community Committee agree on a schedule of meetings for 2020, to provide certainty and transparency to both members and the public on when the Committee will meet.

Both the Council and all Community Boards have resolved to move to a six-weekly meeting cycle, commencing in February 2020.

It is recommended that the Community Committee aligns with this six-weekly meeting cycle. This is preferred over a monthly meeting cycle as it enables more time between meetings for actions to be adequately addressed and Council staff, when required, to prepare reports for the next Committee meeting. It is suggested this will result in better, informed decision-making by the Committee and sufficient time for meaningful updates to be provided by staff and other stakeholders, leading to better results for the local community.

## **2. RECOMMENDATION**

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**THAT the report from the Chief Executive be received;**

**AND THAT the Pokeno Community Committee holds its meetings for the remainder of the 2019-22 triennium on a six-weekly cycle commencing at 7.00pm on Tuesday, 4 February 2020, with the remainder of meetings in 2020 to be held at 7.00pm on the following dates:**

- **Tuesday, 17 March 2020;**
- **Tuesday, 28 April 2020;**
- **Tuesday, 9 June 2020;**
- **Tuesday, 21 August 2020;**
- **Tuesday, 1 September 2020;**
- **Tuesday, 13 October 2020; and**
- **Tuesday, 24 November 2020.**

### **3. DISCUSSION AND ANALYSIS OF OPTIONS**

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#### **3.1 DISCUSSION**

For the 2019-22 triennium, a six-weekly meeting cycle has been adopted by Council, Council committees (other than those committees that meet less regularly) and Community Boards.

Staff recommend that this leads to better, informed decision-making by enabling Committee members, Council staff and/or other stakeholders to have adequate time and resource to plan and draft reports between meetings, and for Committee members, particularly Chairs, to address any actions arising from meetings (if required).

It is proposed that the Community Committee's align its meeting cycle for the remainder of the triennium with the schedule of meetings recommended in this report. This will ensure any recommendations made by the Committee to the Council, can be presented on a timely basis. A proposed schedule of meetings for 2020 is attached to this report.

In the event that the Committee needs to meet on an urgent matter outside the proposed six-weekly cycle, this can be achieved by way of an extraordinary Community meeting or, if no decision is required, via a workshop.

#### **3.2 OPTIONS**

An alternative to the recommended option above, is for the Committee to continue to meet on a monthly basis. It is not the recommended option for the following reasons:

- Based on recent Council experience, there is a definite risk of insufficient time and resource being available to address actions and present considered, informed reports back to the next Committee meeting. This may adversely impact the quality of decision-making by the Committee and the ability for Council staff and/or Committee members to provide meaningful updates on action points.
- Not aligned to the adopted meeting cycle for Council, Council committees, and Community Boards, which may result in any recommendation from the Community Committee not being able to be addressed in a timely manner.
- It may be difficult for some Council staff to attend Committee meetings if it clashes with a scheduled Community Board meeting.

Further, monthly meetings may not result in more meetings than a six-weekly cycle should the Committee agree not to meet during four months each year, as was the approach in the previous triennium.

### **4. CONSIDERATION**

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#### **4.1 FINANCIAL**

Not applicable.

#### **4.2 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT**

The proposed time and date for the meetings fits in with the rest of the Council calendar.

## **5. CONCLUSION**

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It is recommended that the Community Committee approve a schedule of meetings to provide certainty and transparency to its members and the public. A six-weekly meeting cycle is proposed for the 2019-22 triennium.

## **6. ATTACHMENTS**

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Attachment I – Proposed 2020 Community Committee Schedule of Meetings (PCC)





Pokeno Community Committee - Proposed Schedule of Meetings 2020 (6 weekly)

|      | January                 | February              | March  | April                 | May                   | June                  | July        | August                | September             | October       | November             | December               |
|------|-------------------------|-----------------------|--------|-----------------------|-----------------------|-----------------------|-------------|-----------------------|-----------------------|---------------|----------------------|------------------------|
| Mon  |                         |                       |        |                       |                       |                       |             |                       |                       |               |                      |                        |
| Tues |                         |                       |        |                       |                       |                       |             |                       | 1 PCC                 |               |                      | 1                      |
| Wed  | 1 New Years Day         |                       |        | 1                     |                       |                       |             |                       | 2                     |               |                      | 2                      |
| Thur | 2 Day after New Years   |                       |        | 2                     |                       |                       |             |                       | 3                     | 1             |                      | 3                      |
| Fri  | 3                       |                       |        | 3                     | 1                     |                       |             |                       | 4                     | 2             |                      | 4                      |
| Sat  | 4                       | 1                     |        | 4                     | 2                     |                       |             | 1                     | 5                     | 3             |                      | 5                      |
| Sun  | 5                       | 2                     | 1      | 5                     | 3                     |                       |             | 2                     | 6                     | 4             | 1                    | 6                      |
| Mon  | 6                       | 3                     | 2      | 6 Council & Workshop  | 4                     | 1 Queens Birthday     | Mon 6       | 3                     | 7                     | 5             | 2 Council & Workshop | 7                      |
| Tues | 7                       | 4 PCC                 | 3      | 7                     | 5                     | 2                     | Tues 7      | 4                     | 8                     | 6             | 3                    | 8                      |
| Wed  | 8                       | 5                     | 4      | 8                     | 6                     | 3                     | Wed 8       | 5                     | 9                     | 7             | 4                    | 9                      |
| Thur | 9                       | 6 Waitangi Day        | 5      | 9                     | 7                     | 4                     | Thur 9      | 6                     | 10                    | 8             | 5                    | 10                     |
| Fri  | 10                      | 7                     | 6      | 10 Good Friday        | 8                     | 5                     | Fri 10      | 7                     | 11                    | 9             | 6                    | 11                     |
| Sat  | 11                      | 8                     | 7      | 11                    | 9                     | 6                     | Sat 11      | 8                     | 12                    | 10            | 7                    | 12                     |
| Sun  | 12                      | 9                     | 8      | 12                    | 10                    | 7                     | Sun 12      | 9                     | 13                    | 11            | 8                    | 13                     |
| Mon  | 13                      | 10                    | 9      | 13 Easter Monday      | 11                    | 8                     | Mon 13      | 10 Council & Workshop | 14                    | 12            | 9                    | 14 Council & Workshop  |
| Tues | 14                      | 11                    | 10     | 14                    | 12                    | 9 PCC                 | Tues 14     | 11                    | 15                    | 13 PCC        | 10                   | 15                     |
| Wed  | 15                      | 12                    | 11     | 15                    | 13                    | 10                    | Wed 15      | 12                    | 16                    | 14            | 11                   | 16                     |
| Thur | 16                      | 13                    | 12     | 16                    | 14                    | 11                    | Thur 16     | 13                    | 17                    | 15            | 12                   | 17                     |
| Fri  | 17                      | 14                    | 13     | 17                    | 15                    | 12                    | Fri 17      | 14                    | 18                    | 16            | 13                   | 18                     |
| Sat  | 18                      | 15                    | 14     | 18                    | 16                    | 13                    | Sat 18      | 15                    | 19                    | 17            | 14                   | 19                     |
| Sun  | 19                      | 16                    | 15     | 19                    | 17                    | 14                    | Sun 19      | 16                    | 20                    | 18            | 15                   | 20                     |
| Mon  | 20                      | 17                    | 16     | 20                    | 18 Council & Workshop | 15                    | Mon 20      | 17                    | 21 Council & Workshop | 19            | 16                   | 21                     |
| Tues | 21                      | 18                    | 17 PCC | 21                    | 19                    | 16                    | Tues 21 PCC | 18                    | 22                    | 20            | 17                   | 22                     |
| Wed  | 22                      | 19                    | 18     | 22                    | 20                    | 17                    | Wed 22      | 19                    | 23                    | 21            | 18                   | 23                     |
| Thur | 23                      | 20                    | 19     | 23                    | 21                    | 18                    | Thur 23     | 20                    | 24                    | 22            | 19                   | 24                     |
| Fri  | 24                      | 21                    | 20     | 24                    | 22                    | 19                    | Fri 24      | 21                    | 25                    | 23            | 20                   | 25 Xmas day            |
| Sat  | 25                      | 22                    | 21     | 25 Anzac Day          | 23                    | 20                    | Sat 25      | 22                    | 26                    | 24            | 21                   | 26 Boxing Day          |
| Sun  | 26                      | 23                    | 22     | 26                    | 24                    | 21                    | Sun 26      | 23                    | 27                    | 25            | 22                   | 27                     |
| Mon  | 27 Auckland Anniversary | 24 Council & Workshop | 23     | 27 Anzac day observed | 25                    | 22                    | Mon 27      | 24                    | 28                    | 26 Labour Day | 23                   | 28 Boxing day observed |
| Tues | 28                      | 25                    | 24     | 28 PCC                | 26                    | 23                    | Tues 28     | 25                    | 29                    | 27            | 24 PCC               | 29                     |
| Wed  | 29                      | 26                    | 25     | 29                    | 27                    | 24 Council - AP       | Wed 29      | 26                    | 30                    | 28            | 25                   | 30                     |
| Thur | 30                      | 27                    | 26     | 30                    | 28                    | 25                    | Thur 30     | 27                    |                       | 29            | 26                   | 31                     |
| Fri  | 31                      | 28                    | 27     |                       | 29                    | 26                    | Fri 31      | 28                    |                       | 30            | 27                   |                        |
| Sat  |                         | 29                    | 28     |                       | 30                    | 27                    | Sat         | 29                    |                       | 31            | 28                   |                        |
| Sun  |                         |                       | 29     |                       | 31                    | 28                    | Sun         | 30                    |                       |               | 29                   |                        |
| Mon  |                         |                       | 30     |                       |                       | 29 Council & Workshop | Mon         | 31                    |                       |               | 30                   |                        |
| Tues |                         |                       | 31     |                       |                       | 30                    | Tues        |                       |                       |               |                      |                        |

| KEY              | Community Committee | 6 weekly |
|------------------|---------------------|----------|
| Public Holiday   | TCC                 | Mon      |
| No Meetings      | MCC                 | Thurs    |
| Council -        | TKCC                | Wed      |
| Every 6th Monday | PCC                 | Mon      |

The Committee meets on the Tuesday every 6 weeks starting 4 February, with meetings scheduled to start at 7.00pm

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**Open Meeting**

|                                 |  |
|---------------------------------|--|
| <b>To</b>                       | Pokeno Community Committee                       |
| <b>From</b>                     | Clive Morgan<br>General Manager Community Growth |
| <b>Date</b>                     | 4 December 2019 2019                             |
| <b>Prepared by</b>              | Lynette Wainwright<br>Committee Secretary        |
| <b>Chief Executive Approved</b> | Y  |
| <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 Community Growth 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.<br><br>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<br>NZTA invite  | Update on Munro Block and recreation possibilities<br>Colin Botica, Dines Group, to provide an update with regards to progress with Totara Park |
| July 2019   | August 2019  | September 2019  |
| Julie Dolan - local employment opportunities Helenslee Road/Pokeno Road intersection update | August meeting – Ernst and Vishal (Future Planning); Peter Clark (Rooding)   | September meeting -Richard Clark (Munro Sports Park)  |
| October 2019  | November 2019  | December 2019   |
| Munro Road Sports Park  | Urban Development Plan Elections   |   |

| January 2020 | February 2020                           | March 2020     |
|--------------|---|----------------|
|              | Update on the Munro Block and skatepark |                |
| April 2020   | May 2020                                | June 2020      |
|              |   |                |
| July 2020    | August 2020                             | September 2020 |
|              |   |                |
| October 2020 | November 2020                           | December 2020  |
|              |   |                |

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**Open Meeting**

|                                 |   |
|---------------------------------|---|
| <b>To</b>                       | Pokeno Community Committee                            |
| <b>From</b>                     | Clive Morgan<br>General Manager Community Growth      |
| <b>Date</b>                     | 19 November 2019                                      |
| <b>Prepared by</b>              | Sandy Mason<br>PA to General Manager Community Growth |
| <b>Chief Executive Approved</b> | Y   |
| <b>Reference/Doc Set #</b>      | GOV0516 / 2384441                                     |
| <b>Report Title</b>             | Pokeno Works & Issues – November 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. FOLLOWING**

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Works & Issues Register – November 2019

## WORKS &amp; ISSUES REPORT – NOVEMBER 2019

| Issue                            | Area  | Action  | Comments  |
|----------------------------------|---|---|---|
| Munro recreation area            | Service Delivery<br>- Paul McPherson<br>- Richard Clark | Investigate if civil defence can use the facility               | <p>There are no specific features of the design intended for Civil Defence purposes, however there is no barrier to using the sportsparks open spaces for non-flooding type support.</p> <p>It should be noted that any buildings specifically intended for Civil Defence purposes have a higher standard of structural strength, as well as vehicular and pedestrian access, and amenity that will add significantly to costs.</p> <p>The floodplain nature of the terrain at the facility does not lend itself to a purpose-build civil defence function.</p> |
| Urban Development Plan           | Donna Tracey<br>Mark Davey                              | Required after 12 November election (pre-consultation briefing) | Update – Community consultation planned for December.   |
| Trucks parking on Hillpark Drive | Mayor Sanson  | Investigate   | <p>Mayor Sanson has spoken to the RTA (regarding Heavy Commercial Vehicles (HCVs) parking on residential streets.</p> <p>The RTA are happy to talk to their members around parking their trucks around the urban streets in Pokeno.</p> <p>The photos received to date, enables Mayor Sanson to advise the RTA the names of the businesses who own the trucks so that the RTA know who to talk to about it.</p>   |
|                                  | Gareth Ballamy  | Collate evidence  | <p>Committee members can email <a href="mailto:Gareth.Ballamy@waidc.govt.nz">Gareth.Ballamy@waidc.govt.nz</a> photos of trucks parking to show extent of problem.</p> <p>Gareth has received evidence already.</p>  |

**WORKS & ISSUES REPORT FOR 2020**

| Issue                             | Area  | Action   | Comments  |
|-----------------------------------|---|--|---|
| Munro recreation area             | Service Delivery<br>- Paul McPherson<br>- Richard Clark | Required for February - Update on Munro block and skate park | <p>Harrison Grierson consultants have been commissioned to assist with the procurement and management of the park earthworks project (as well as Whangarata Cemetery earthworks).</p> <p>A sports body governance group structure is being developed for consultation with the community to guide the parks sports codes and their development on the site, as well as the coordination with other sports facilities in Pokeno.</p> <p>The potential location of a skatepark will be discussed with the Urban Designer currently working through the Dr Lightbody Reserve sports facilities in Tuakau, and advice will be provided for discussion next meeting.</p> |
| Solid Waste Review                | Melissa Russo   | Required for March   | The review has started, with planning for consultation with the community around March.   |
| Public Transport Meeting          | Vishal  | Required for March   | Update  |
| Hamilton to Auckland Spatial Plan | Vishal  | Required for March   | Update  |
| Community Garden                  | Service Delivery<br>- Kim Wood<br>- Megan May           | Investigate  | Verbal update from Service Delivery.  |

## COMMUNITY PROJECTS UPDATE

### Parks

#### Munro Road Sports Park

Harrison Grierson consultants, who carried out the preliminary design, have been engaged to assist with project management of the sportspark.

The project will go out to public tender in November/December, to be awarded early in the New Year:

- The stream diversion contract will be advertised on Government Electronic Tender Service (GETS) Monday 16 December 2019 – Tenders close 28 January 2020.
- Tender award scheduled for Friday 14 February 2020.
- Contract start date is Monday 2 March 2020 – target completion Thursday 30 April.
- Contract being fast-tracked to ensure planting for vegetation establishment can start in May, to enable the stream diversion to be made live next summer. This will enable the filling of the old stream bed and ongoing earthworks next summer.

Work is underway with Community Projects, Community Development, and Sport Waikato staff to promote the forming of a Pokeno sports forum to be made up of representatives from local sporting clubs and groups, Pokeno School, Pokeno Community Committee, and other key stakeholders. The forum is intended to provide a community voice into the development of the Munro Sportspark as well as having a holistic overview of the sports groups and recreational facilities serving Pokeno.

### Wastewater

**Pokeno Wastewater Reticulation Scheme, Phase 3** (expected completion March 2020).

The contract is for the completion of the scheme-subsidised private drainage connections in Pokeno. The contract was advertised in October and closes on 29 November.

The contract is to be awarded prior to the Christmas break, with works commencing in the New Year.

### Toilets

#### Pokeno

Tenders have closed and have been evaluated and a preferred tenderer identified. The Tender Evaluation Report is complete and is being circulated for sign off to award the contract in the next few days (3 Dec – awaiting 2 signatures today).

### Urban Upgrades

#### Pokeno Main St Urban Upgrade

Design for the upgrading of parking on unformed Wellington Street (west) is underway. Preliminary design will be provided to the December Pokeno Community Committee for review and feedback.



**Cemeteries****Whangarata Cemetery Development** (expected completion May 2020)

The contract for Whangarata Cemetery will now be advertised in January:

- Munro Sportspark stream diversion has been prioritised over this, due to the criticality of the stream diversion timing to establish plants in autumn.