

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, 1 JUNE 2022** commencing at **7.00pm**.

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

3. DISCLOSURES OF INTEREST

4. CONFIRMATION OF MINUTES

Meeting held on Wednesday, 4 May 2022

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5. SPEAKER

Representatives from Kainga Ora will present to the Committee

6. ACTIONS

7. REPORTS

7.1 Discretionary Fund Report to 21 April 2022

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7.2 Te Kauwhata Works and Issues Report

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7.3 Councillor's Report

Verbal

7.4 Chairperson's Report

Verbal

GJ Ion
CHIE EXECUTIVE

To | **Te Kauwhata Community Committee**
Report title | **Confirmation of Minutes**

1. Purpose of the report **Te Take moo te puurongo**

To confirm the minutes for a meeting of the Te Kauwhata Community Committee (TKCC) held on Wednesday, 4 May 2022.

2. Staff recommendations **Tuutohu-aa-kaimahi**

THAT the minutes for a meeting of the Te Kauwhata Community Committee held on Wednesday, 4 May 2022 be confirmed as a true and correct record.

3. Attachments **Ngaa taapirihanga**

Attachment 1 – TKCC Minutes – 4 May 2022

Date:	Wednesday, 1 June 2022
Report Author:	Matt Horsfield, Democracy Advisor
Authorised by:	Gavin Ion, Chief Executive

MINUTES for a meeting of the Te Kauwhata Community Committee held via Audio Visual Conference on **WEDNESDAY 4 MAY 2022** commencing at **7.00pm**.

Present:

Ms T Grace (Chairperson)
Cr JD Sedgwick
Mrs J Allport (Secretary)
Mr J Cunningham
Mr T Hinton
Mr B Weaver
Mr C Howells

Attending:

Mr V Ramduny (Strategic Projects Manager, Waikato District Council)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr Hinton/Ms Grace)

THAT an apology be received from Ms A Van de Munckhof.

CARRIED

TKCC2205/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Weaver/Cr Sedgwick)

THAT the agenda for the meeting of the Te Kauwhata Community Committee held on Wednesday, 4 May 2022 be confirmed and all items therein be considered in open meeting; **AND**

THAT The reports will be received in the following order: **Works & Issues, Councillor's Report, Discretionary Fund Report, Chairperson's Report.**

AND THAT all reports be received.

CARRIED

TKCC2205/02

DISCLOSURE OF INTEREST

Mr Hinton advised members of the Committee that he would declare a financial conflict of interest in item 5.2 [*Works and Issues Report*].

CONFIRMATION OF MINUTES

Resolved: (Cr Sedgwick/Mr Weaver)

THAT the minutes of the meeting for the Te Kauwhata Community Committee, held on **Wednesday, 3 March 2022**, be confirmed as a true and correct record subject to the amendment on page 6 – the one hour workshop to be held be struck from the record as the business was conducted via email.

CARRIED

TKCC2205/03

ACTIONS

Item	Who To Action	Status
Men's Shed and Lions be contacted to assist with construction of dog exercise area equipment.	Mr Hinton	Outstanding
Community House Mural – confirmation that the Community House has received their funding	Strategic Projects Manager	Resolved
Funding allocated for playground equipment – clarification on various options for how funds could be utilised. Enquired – the Council said small amount to allocate to one particular thing. Is the person that donated the money – could be a plaque that said provided by WDC. Part of condition is that they were recognised.	Cr Sedgwick	Resolved
Domain Upgrade Projects – distribute a list to committee members for their consideration in terms of coordinating the projects.	Mrs Allport	Resolved
Quote for Waerenga Road Rest Area resurfacing – the quote for the resurfacing works is to be queried.	Cr Sedgwick	Resolved
Lakeside Developers Proposed Road Names – to be reviewed prior to next TKCC meeting.	All of Committee	Resolved
There will be a one hour workshop to discuss proposed road names.	All of Committee	Resolved
Domain Development Projects – list of projects to be circulated and Committee members identified to lead/support projects	Mrs Allport	Resolved

REPORTS

Discretionary Fund Report to 21 April 2022

Agenda Item 5.1

The report was received [TKCC2205/02] and discussion was held.

The Chair had received a Funding Project Accountability report via email which the Strategic Projects Manager would review and follow up with Lauren Hughes at Council tomorrow (from Arts Te Kauwhata).

Te Kauwhata Works & Issues Report – April 2022

Agenda Item 5.2

The report was received [TKCC2205/02] and discussion was held.

- Dog Exercise Area: Mr Hinton to follow up with TK College as to where the various components are located. The seats are ready to be installed – just awaiting the support poles to be installed using the surplus concrete from the rugby club. Awaiting an update as to when the installation will occur.
- Walkway at end of Blunt Road: The funding application was unsuccessful. WEL and Harcourts have been suggested as other funding agents.

ACTION: Mr Cunningham to follow up regarding the above item.

- Blunt Road: A site visit had been undertaken and was working on a procurement plan and it is anticipated that works will commence within the next few months.
- Te Kauwhata Domain Plan: The Strategic Projects Manager advised that the Open Spaces Project Coordinator was no longer working for WDC. The Open Spaces Project Coordinator provided a report which will be discussed in detail later on in the meeting.
- Te Kauwhata Village Green Playground: The Strategic Projects Manager advised 235 people favoured option 2 so an implementation plan has been developed.
- Alternative Site for Te Kauwhata Fire Station: This was still with Fire & Emergency NZ. No site has been selected at this stage. Cr Sedgwick advised she had spoken to FENZ who indicated that it was a low priority and there would be no further progress at this stage. Mr Hinton advised that they are now investigating what can be accomplished on the existing site. This item can therefore be removed from the W&I report. Mr Hinton advised that the Te Kauwhata Fire crew were very appreciative of WDC's and Cr Sedgwick's efforts of support. The Strategic Projects Manager asked what does it mean for existing building that is nearing the end of its life. Mr Hinton advised that it needs earthquake proofing. Mr Hinton noted that FENZ is still recovering from the Christchurch earthquake.

ACTION: This item to be removed from the Works & Issues report.

- Lake Waikare Reserve North: Works were completed.
- Te Kauwhata Domain Track: This was in the planning phase.
- Waerenga Road Rest Area: Works now completed.

- Sports Park Lighting Seed Funding: WDC working with the rugby club to support their funding application.
- Domain Plan: Cr Sedgwick advised she has requested what funds are required so the Committee can apply for seed funding.
 - Walkway: looking for a top-up which has been allocated to Tim to manage. Refer to Cr Sedgwick's report with actions in red (as per supporting documentation). There is currently \$216,000 allocated for the walkway with an additional \$100,000 from the Springhill fund.
 - Retaining Wall behind Scout Hall: Mr Hinton to speak to WDC as to how to initiate the works for the retaining wall.
 - Cricket Nets: Mr Howells needs to speak to the Economic Development Advisor as to what is required – Jason will speak to Sport Waikato. Need to get \$10k confirmed from the Blue Print.
 - Stage: Lauren has been doing a great job requesting information etc. Location for stage is up in the air at the moment. Asking for seed funding of \$20k. Need to speak to the Community Led Development Advisor and the Economic Development Advisor so we can acquire Blue Print seed funding. Rugby club happy to host the camera – Cllr Sedgwick happy to continue as TKCC liaison.
 - The Garden Project: Community house keen to lead that and liaise with Tim.

Ms Grace asked how the seed funding works. Once acquired does it sit within the TKCC funding stream? At this stage Cr Sedgwick unsure as to the process.

ACTION: Mr Ramduny to speak to Mr Marconi and Ms Van Den Bemd in relation to how this should be coordinated.

Ms Grace asked who the funding applications would need to come from (ie which entity) as the Committee is a sub-committee of the council. Further investigations are required to confirm how this is going work.

ACTION: Strategic Projects Manager to clarify the process advise Cllr Sedgwick, Ms Grace and Mrs Allport.

The Strategic Projects Manager asked what format Cr Sedgwick wanted the action list incorporated into future reporting. Cr Sedgwick requested that it become part of the Works & Issues report into the future.

Councillor's Report Agenda Item 5.3

Cr Sedgwick provided a verbal report and noted the following:

Redrafting of local alcohol policy

Te Kauwhata was in an interesting position whereby the Te Kauwhata Licensing Trust has indicated it is not averse to further liquor outlets within the area. The way alcohol policy is drafted means that Te Kauwhata will have no ability to stop any number of off-licenses opening in the main street.

Neither Cr Sedgwick nor local iwi want to see more off-licenses on Te Kauwhata's main street. Cr Sedgwick urged the Committee to take a position as to whether or not we are comfortable with the local alcohol policy the way it is or whether we wish to restrict liquor outlets to be at least 1 km apart. The discussion document would be released later on in May – Cr Sedgwick suggested the Committee makes a submission via email.

Update on Road Works

In relation to roading construction and maintenance works Cr Sedgwick advised there is a proposal for a heavy traffic by-pass behind New World and the tavern – traffic engineers are currently investigating this. Resealing at bottom of town a month or two away.

Chairperson's Report

Agenda Item 5.4

The Chair provided a verbal report and noted the following:

- Rimu Street opening: Cr Sedgwick attended the opening and cut the ribbon.
- The chair expressed her gratitude to Mr Hinton for keeping on top of Domain project happenings.
- Local Alcohol Policy review: There is to be a workshop on Monday 9th May for Councillors and asked the Committee if anyone was able to attend. Sadly no one was able to attend at this late stage.

General Business

Potential New Committee Members:

Mr Hinton advised he knows of someone who would potentially be interested in joining the Committee – however given we are having zoom meetings how would that work? Ms Grace advised that to her knowledge from now on the meetings would be face to face. Mrs Allport also advised that she may also know of someone who may be interested in joining the Committee.

Generator for Community Events:

Mr Hinton advised that the Council hired a generator for sounds and lights for ANZAC. The skate project asked if they could hire a generator for their event and ended up paying for it out of their own pocket. The generator was \$140 deposit – is there discretionary funding for this in future from TKCC? Ms Grace advised that in future these could potentially be paid for out of the Placemaking account.

Generator for Toi Ako

A suggestion was made that a local business may wish to gift one to Toi Ako. Mr Hinton is to make some enquiries as there are various applications as to how a generator could be used.

Change in Status of the Committee:

Mr Cunningham suggested that the Committee may wish to consider becoming a Community Board and suggested the Committee should have a discussion as to whether or not this was a possibility. Strategic Projects Manager advised that the representation review had occurred and that a change in status would have to wait for the next review.

ACTION: Strategic Projects Manager to clarify the required process for changing from a Committee to a Community Board.

List of Actions from this Meeting

Item	Who To Action	Status
Remove 'Alternative Site for Te Kauwhata Fire Station' item be removed from the Works & Income Report	Mr Ramduny	
Speak to Mr Marconi and Ms Van Den Bemd on the process for funding applications in relation to using Committee funds as seed funding.	Mr Ramduny	
Clarification as to which entity to be used on future funding applications (ie Events Committee or another entity)	Mr Ramduny	
Clarification as to the process involved in changing the Committee's status to that of a Community Board.	Mr Ramduny	

Meeting concluded at 8.33 pm.

Minutes approved and confirmed this day of 2022.

T Grace
CHAIRPERSON

To | **Te Kauwhata Community Committee**
Report title | **Discretionary Fund Report to 21 April 2022**

1. Purpose of the report

Te Take moo te puurongo

The purpose of this report is to update the Te Kauwhata Community Committee on the Discretionary fund spend to date, commitments and balance as at 21 April 2022.

NB This report has not been updated as the minutes from the Meeting held 04 May 2022 have not been provided at the time of writing this report.

2. Staff recommendations

Tuutohu-aa-kaimahi

That the Discretionary Fund Report to 21 April 2022 be received.

3. Attachments

Ngaa taapirihanga

Attachment 1 – Discretionary Fund report to 21 April 2022

Date:	01 June 2022
Report Author:	Jen Schimanski
Authorised by:	Alison Diaz Chief Financial Officer

TE KAUWHATA COMMUNITY COMMITTEE DISCRETIONARY FUND REPORT 2021/22 (July 2021 - June 2022)
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As at Date: 21-Apr-2022

	GL	1.207.1704
Commitments from Committee Meeting Minutes & Other Information		
2021/22 Annual Plan		4,198.00
Carry forward from 2020/21		32,652.00
Total Funding		36,850.00
Income		
Total Income		-
Expenditure		
03-May-21 Payment to Jackson Engineering for supply and fitting of new boards to the Community Notice Board. TKCC2108/04		176.25
07-Oct-21 Donation paid to Te Kauwhata Community Events Inc for costs towards the TK 2021 Christmas Parade. This donation will now be used for the 2022 Christmas Parade and any unused fund will be returned to the discretionary fund. TKCC2109/04 TKCC2112/04 TKCC2202/06		3,684.10
02-Feb-22 Payment to the Te Kauwhata Community House for the amount of \$2,377.84, for the Rangitahi Mural Project. TKCC2112/04		2,377.84
Total Expenditure		6,238.19
Net Funding Remaining (excluding commitments)		30,611.81
Commitments		
13-Feb-19 Further development of playgrounds TKCC1902/04		5,000.00
04-Sep-19 Donation for playground equipment on the Village Green TKCC1909/04		3,727.75
05-Feb-20 Further development of playgrounds TKCC2002/04		3,000.00
05-Aug-20 Te Kauwhata Community Committee commit \$5000.00 towards security cameras in Te Kauwhata. TKCC2008/04		5,000.00
02-Dec-20 Commitment of \$10,000.00 be made to Blunt Road Walkway TKCC2012/03		10,000.00
Total Commitments		26,727.75
Net Funding Remaining (Including commitments)		3,884.06

Open Meeting

To | **Te Kauwhata Community Committee**
Report title | **Te Kauwhata Works and Issues Report**

1. Purpose of the report

Te Take moo te puurongo

The purpose of this report is to update the Committee on works and issues arising from the previous meeting.

2. Staff recommendations

Tuutohu-aa-kaimahi

THAT the Te Kauwhata Works and Issues report be received.

3. Attachments

Ngaa taapirihanga

Attachment 1 – Works and Issues Report – June 2022

Date:	1 June 2022
Report Author:	Vishal Ramduny – Strategic Projects Manager
Authorised by:	Vishal Ramduny – Strategic Projects Manager

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TE KAUWHATA COMMUNITY COMMITTEE
WORKS & ISSUES REPORT
MAY 2022 (FOR MEETING OF 1 JUNE 2022)

	Works/Initiative	Council Actionee	Timeline and progression of works and issues	Status update
1.	Dog exercise area - Benches - Dog agility equipment	Megan May	<p>Meeting of 2 February 2022 Cr Sedgwick advised that the installation of the dog agility equipment will be awarded to either Menshed or the Lions Club. Overflow concrete from the Rugby Club will be used for the seats.</p> <p>Meeting of 2 March 2022 John Cunningham advised that Kenny from Aparangi is running Menshed and he was going to send Tim Hinton Kenny's contact details. Cr Sedgwick has had a meeting with Frank Green regarding overflow concrete being used for the table.</p> <p>Meeting of 4 May 2022 Tim Hinton indicated that he is still to follow up with Kenny from Menshed. He is also following up on the person from the College who was responsible for the materials but who has since left. The seats will be installed once the light pole is in place.</p>	<p>Meeting of 1 June 2022 Tim Hinton to provide a verbal update at the meeting.</p>
2.	Te Kauwhata walkway at the end of Blunt Road and adjacent to the	Paul McPherson	<p>Meeting of 2 February 2022 Multi-year Walkway Contract is in development. Expect to go to the market in February.</p>	<p>Meeting of 1 June 2022 The Projects team are currently reviewing a planning assessment.</p>

	Works/Initiative	Council Actionee	Timeline and progression of works and issues	Status update
	<p>Whangamarino Wetlands.</p> <p>(Note: \$150,000 from the North Waikato Development Fund has been allocated to this project with other funding sources being looked at by the Committee).</p>		<p>John Cunningham advised that the funding application to Transpower was lodged on 31 January and the outcome of this is expected in February.</p> <p>Meeting of 4 May 2022</p> <p>John Cunningham advised (in an email dated 28 March 2022) that the Transpower grant application has been unsuccessful. Vishal indicated (based on advice from Sara Marandi) that WEL Energy Trust, Trust Waikato and Harcourts are potentially other sources of funding.</p> <p>The Projects team advised contract development is continuing.</p>	<p>As the project progresses, we will keep the key stakeholders and TKCC informed.</p>
3.	Village Green Playground	Corey Cullen and Mark Jansen	<p>Meeting of 4 May 2022</p> <p>Cory Cullen (Council's Project Manager for Community Facilities) advised on 29 March 2022 that Council had received 399 responses from the community of the design concepts. 235 people preferred Option 2 and 163 went for Option 1. The project team will therefore commence with the implementation plan for Option 2. Council's contractor is undertaking detailed design and pricing. A project board has been installed at the site.</p>	<p>Meeting of 1 June 2022</p> <p>Detailed design of the playground has been completed and is currently sitting with HEB Construction for pricing.</p>

4. Te Kauwhata Domain Projects and Action Plan

Background

TKCC resolved in 2021 that \$100K the North Waikato Development Fund be used as seed funding to seek further investment for the purposes of upgrading the domain, and in particular the walkway/fitness trail.

- There is \$62k allocated in year 2 of Council's Long-Term Plan (2021-2031) for improvements in the Domain, and \$216,112 for the Domain walkway.
- Council will be renewing the Village Green Playground with some minor upgrades.
- Kim Wood (Council's ex-Open Spaces Project Co-ordinator) convened workshops with both the Te Kauwhata Domain Committee and the Te Kauwhata Community Committee in late 2021 to co-design the Domain Concept Plan.
- A Domain Projects and Action List has been developed.
- The project is now in planning phase.

Projects and Background	Actionee	Action	Update - 1 June 2022
<p>4.1. Te Kauwhata Domain walkway and fitness trail</p> <p><u>Notes</u></p> <ul style="list-style-type: none"> ▪ \$100,000 allocated by TKCC. ▪ Costing of the concrete path has commenced together with identification of fitness equipment. 	<ul style="list-style-type: none"> ▪ Tim Hinton and John Cunningham (for TKCC) ▪ Jason Marconi (for WDC) 	<p>Tim Hinton to measure out the first portion of the walkway (from the trees behind the goalposts to the Mahi Rd community garden and fruit forest) to enable cost estimate.</p>	<p>Tim Hinton to advise on progress re: measurement of the walkway and provide a cost estimate.</p>

Projects and Background	Actionee	Action	Update – 1 June 2022
<ul style="list-style-type: none"> ▪ \$216k allocated from WDC in the LTP available towards this project. ▪ May require a modest funding top up from the Blueprint allocation since the qualifications of seed funding have been well met. ▪ Note: the stretch between the top of Mahi path and across the 'daffodil' bank will be not concreted but become a mown path. 		The track needs to be agreed by the Domain Committee and TKCC.	Pending.
<p>4.2. Te Kauwhata Domain cricket club nets</p> <p><u>Notes:</u></p> <ul style="list-style-type: none"> ▪ Community contact is Jeff Lyons (Cricket and Squash Club). ▪ TKCC is seeking \$10K from the WDC's Blueprint fund to use as seed funding and to apply for external funding. ▪ WDC to approve procurement, placement, and location of nets. 	<ul style="list-style-type: none"> ▪ Courtney Howells (for TKCC) ▪ Jason Marconi (for WDC) 	Courtney to contact Jason Marconi to process for this before applications can be made.	Jason has contacted the cricket club. Some background work is required before this can be progressed.
<p>4.3. Community outdoor stage</p> <p><u>Notes:</u></p> <ul style="list-style-type: none"> ▪ Location to be determined in conjunction with WDC. ▪ Cost estimates needed before applications for external funding can be made ▪ Seeking WDC Blueprint seed funding of \$20K as part of external funding applications. 	<ul style="list-style-type: none"> ▪ Toni Grace (for TKCC) ▪ Jason Marconi (for WDC) 	Jason Marconi to contact Toi Ako.	Jason has contacted Lauren Hughes of Toi Ako regarding the community outdoor stage. Some background work is required before this can be progressed.

Projects and Background	Actionee	Action	Update – 1 June 2022
<p>4.4. Cameras</p> <p><u>Notes:</u></p> <ul style="list-style-type: none"> ▪ The Rugby Club is happy to host cameras covering the car park, the freedom camping area, scout den and ultimately, the destination playground. ▪ Estimated costs \$12,000 linking to the police system. ▪ Funding available from the TKCC Discretionary Fund for \$10K. 	<ul style="list-style-type: none"> ▪ TBC (for TKCC) ▪ Mario Vodanovich (for community) 	<p>Mario to obtain quotes from Cornerstone and liaise with Jason Marconi (WDC).</p>	<p>Mario / Jason to update.</p>
<p>4.5. Domain community garden project</p> <p><u>Notes:</u></p> <ul style="list-style-type: none"> ▪ Community House to lead the community garden project 	<ul style="list-style-type: none"> ▪ Tim Hinton (for TKCC) ▪ Jo Gurnell (from Community House) 	<ul style="list-style-type: none"> ▪ Identify sites in Fruit Forest along with WDC ▪ Determine what can be build and where ▪ Arrange building (Menshed/Lions/community) ▪ WDC Community Connections team to provide more fruit trees and bulbs during planting time for the Domain. 	<p>Tim Hinton to provide an update.</p>

Community Projects Update (As of 17 May 2022)

Te Kauwhata Playground

The detailed design is complete and is with the contractors, HEB for pricing.

Blunt Road Walkway

Confirming with Waikato Regional Council that all works can be done under the permitted activity rules. Contractor HEB will then price the project.

Te Kauwhata Domain

In the planning phase.
