

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 5 MAY 2021** commencing at **7.00pm**.

1. **APOLOGIES AND LEAVE OF ABSENCE**
2. **CONFIRMATION OF STATUS OF AGENDA**
3. **DISCLOSURES OF INTEREST** 2
The Register of Interests for the Committee is attached for information purposes and for members to update any interests they may have.
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Meeting held on Wednesday 3 March 2021
5. **SPEAKER**
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 - 6.3 Councillor's Report Verbal
 - 6.4 Chairperson's Report Verbal

GJ Ion
CHIEF EXECUTIVE

Open Meeting

To	Te Kauwhata Community Committee
From	Gavin Ion Chief Executive
Date	23 April 2021
Prepared by	Matt Horsfield Democracy Advisor
Chief Executive Approved	Y
Reference #	GOV0303
Report Title	Register of Interests

1. EXECUTIVE SUMMARY

A copy of the Register of Interests is attached for the Board's information. The register will be updated following receipt of information during the year.

2. RECOMMENDATION

THAT the report from the Chief Executive be received.

3. ATTACHMENTS

Register of Interests – Te Kauwhata Community Committee.

Register of Elected Members Interests - Community Committees

		Financial Interests <i>Please refer to Statement Reference here.</i>		Non - Financial Interests								
Name	Community Committee	1 to 6	With the exception of	Companies		Employment	Other Organisations		Property	Gifts (received since 21 October 2019)	Payments for activities and services (since 21 October 2019)	Debts
				Director/Manager	Financial Interests		Trustee/Beneficiary	Governing Body				
Toni Grace	Te Kauwhata	No	N/A	N/A	<ul style="list-style-type: none"> Mercury Energy (shares) 	<ul style="list-style-type: none"> Suits & Gumboots Country Daycare (Early Childhood Centre) 	<ul style="list-style-type: none"> Tolemisa Trust (Trustee) 	<ul style="list-style-type: none"> Te Kauwhata Squash Club (Club Captain) 	1x Te Kauwhata (Owner/Trustee)	N/A	N/A	Home Mortgage
John Cunningham	Te Kauwhata	No	N/A	Aparangi Retirement Village	<ul style="list-style-type: none"> Ignition Partner Ltd (Business Advice & capital raising) Resin & Wax Holdings (Chemical Development) Cawthron Institute (Aquaculture Research) <ul style="list-style-type: none"> IMMR (Research) Climsystems Ltd. (Climate forecasting & risk management) 	N/A	N/A	N/A	2 x Te Kauwhata (Owner)	N/A	N/A	N/A
Jeanie Allport	Te Kauwhata	No	N/A	N/A	N/A	Land Information New Zealand	N/A	N/A	1 x Waerenga (Owner)	N/A	N/A	N/A
Courtney Howells	Te Kauwhata	No	N/A	N/A	N/A	<ul style="list-style-type: none"> Century 21 Tuakau 	N/A	<ul style="list-style-type: none"> Wife is District Commissioner of Te Kauwhata Area Pony Club 	1x Waerenga (Owner)	N/A	N/A	Home Mortgage
Barry Weaver	Te Kauwhata	No	N/A	N/A	N/A	N/A	N/A	N/A	1 x Te Kauwhata (Owner)	N/A	N/A	N/A
Angela Van de Munckhof	Te Kauwhata	No	N/A	<ul style="list-style-type: none"> Te Kauwhata Pharmacy (Pharmacy/Retail) 	<ul style="list-style-type: none"> Te Kauwhata Pharmacy (Pharmacy) 	<ul style="list-style-type: none"> Te Kauwhata Pharmacy (Retail) 	N/A	N/A	1x Onewhero (Owner)	N/A	N/A	N/A
Tim Hinton	Te Kauwhata	YES Sub contractor to City Care (Value of contract \$600,00)	YES No.6	Inform Landscapes (Horticulture Contractor)	Inform Landscapes (Horticulture Contractor)	<ul style="list-style-type: none"> Inform Landscapes (Horticulture Contractor) 	Tim Hinton Family Trust (Director)	<ul style="list-style-type: none"> Te Kauwhata Emergency Services Trust (Funding for emergency services) 	1x Te Kauwhata (Owner)	N/A	N/A	N/A

YELLOW INDICATES THAT THE MEMBER DID NOT SUBMIT A FULLY COMPLETED FORM

Open Meeting

To	Te Kauwhata Community Committee
From	Gavin Ion Chief Executive
Date	23 April 2021
Prepared by	Matt Horsfield Democracy Advisor
Chief Executive Approved	Y
Reference #	GOV0509
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of the Te Kauwhata Community Committee meeting held on Wednesday 3 March 2021.

2. RECOMMENDATION

THAT the minutes of the meeting of the Te Kauwhata Community Committee held on **Wednesday 3 March 2021** be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

TKCC Minutes – 3 March 2021

MINUTES of a meeting of the Te Kauwhata Community Committee held at the St John Ambulance Rooms, 4 Baird Avenue, Te Kauwhata on **WEDNESDAY, 3 MARCH 2021** commencing at **7.00pm**.

Present:

Ms T Grace (Chairperson)
Cr JD Sedgwick
Ms J Allport (Secretary)
Mr J Cunningham
Ms A Van de Munckhof
Mr T Hinton (arrived late)
Mr C Howells
Mr B Weaver

Attending:

Ms T Corneal (Remax Real Estate and Lakeside Lions)
Mr K Dawson
Mr & Mrs M Wilson

Mr V Ramduny (Strategic Projects Manager)

APOLOGIES AND LEAVE OF ABSENCE

All members were present.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Cunningham/Cr Sedgwick)

THAT the agenda for a meeting of the Te Kauwhata Community Committee held on **Wednesday 3 March 2021** be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED

TKCC2103/01

DISCLOSURES OF INTEREST

Mr Hinton advised members of the Board that he would declare a financial conflict of interest in item 6.1 [*Discretionary Funding Report to 22 February 2021*].

The Committee was reminded to return their Declaration of Review Forms to Council

CONFIRMATION OF MINUTES

Resolved: (Mr Weaver/Mr Cunningham)

THAT the minutes of a meeting of the Te Kauwhata Community Committee held on Wednesday 3 February 2021 be confirmed as a true and correct record.

CARRIED

TKCC2103/02

ACTIONS ARISING FROM THE PREVIOUS MEETING

Dog Exercise Area: Cr Sedgwick had spoken to the Community Connections Manager who would organise for signage to be erected to remind dog owners to pick up their dog's messes.

Te Kauwhata Community Garden: Contact had been made with the garden person and it would appear unlikely that the person has the capacity to continue the garden's development.

Parking in No Parking zones: Cr Sedgwick was advised that WDC currently did not have the resources to provide a parking warden for Te Kauwhata. Further that local construction of the new supermarket had added to the confusion of where people can and cannot park. Mr Ramduny made a commitment to speak to WDC's roading team to establish if anything further can be done.

Committee-owned noticeboard maintenance: The Chair advised that she had been unable to further this action to date.

PUBLIC FORUM

Lakeside Ladies Lions / Te Kauwhata Remax Real Estate – Bench Seats, Travers Road Loop Walkway

Ms Corneal addressed the Board on the following matters:

- Lakeside Ladies Lions and Te Kauwhata Remax Real Estate wish to fund the construction and installation of two bench seats on the Travers Road loop walkway.
- Two sites were identified for the proposed location of the benches. They were the corner of Travers Road and Moorfield Road; and the corner of Wayside Road and Main Road.
- Ms Corneal enquired what the process was to initiate the build and installation of bench seats.
- Cr Sedgwick advised a corridor access request from Waikato District Council was required to check that the locations were suitable. Design of the benches would need to reflect Waikato District Council design to ensure consistency and meet health and safety requirements.

REPORTS

Te Kauwhata Works & Issues Report: January 2021

Agenda Item 6.1

The report was received [TKCC2103/02 refers] and discussion was held.

- Item 1: Dog Exercise Area: Mr Hinton advised that the rugby club would install the equipment.
- Item 2: Blunt Road Walkway: Cr Sedgwick and the Strategic Projects Manager had a discussion with the Chief Financial Officer who has approved the use of the funding from North Waikato Development Fund as long as council processes were adhered to. Council will be invoiced directly. The money would be used as seed funding to apply for other funding via funding grant applications. The same principles would apply to the funding from North Waikato Development Fund as described in Item 4 of the Works & Issues Report.
- Item 3: Travers Road walkway loop: Residual funds were carried forward.
- Item 4: Te Kauwhata Domain Plan and Lighting Plan
The committee requested that this item be referred to in future as the 'Domain Plan' as the Lighting Plan is a component of the larger Domain Plan.
- Item 5: Installation of the Freedom Camping Sign
Mr Hinton advised the installation of the sign was pending, awaiting notification from the local rugby club for a time when this will occur. Mr Hinton also advised, that this also applied to the installation of the park bench and also the rugby club would be appreciative of a donation.
- Item 6: Te Kauwhata Street Shrub Garden Renewal
Cr Sedgwick advised the village green chain bollards are to be removed and powder coated. Also that cuttings were being taken from the historic roses at the garden which would be grown and planted after the new fence on the railway boundary is erected.
- Item 7: Innovating Streets Project
Mr Cunningham advised that all data had been analysed from the public meeting and Survey Monkey responses and had been provided to Boffa Miskell. Boffa Miskell would provide an offer of service by the end of the week and provide different types of drawings and three sketches. The successful design would need to be signed off by Waikato District Council roading department. The options would be shared with individuals who expressed an interest and would be available via social media. Mr Cunningham noted that there would be weekly meetings to ensure progress. Four contracting firms had expressed an interest in tendering for the works.
- Item 8: Rangiriri Cemetery
No discussion was held.

Open Meeting

To	Te Kauwhata Community Committee
From	Vishal Ramduny Acting General Manager Community Growth
Date	5 May 2021
Prepared by	Karen Bredesen PA to the General Manager Service Delivery
Chief Executive Approved	Y
Reference/Doc Set #	TKCC2021; GOV0509; ECM ID: # 3060401
Report Title	Te Kauwhata Works & Issues Report – April 2021

1. EXECUTIVE SUMMARY

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

2. RECOMMENDATION

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

3. ATTACHMENT

Works & Issues Report – April 2021.

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TE KAUWHATA COMMUNITY COMMITTEE

WORKS & ISSUES REPORT – APRIL 2021

	Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update
1.	<p>Dog exercise area</p> <ul style="list-style-type: none"> - Seats - Dog agility equipment 	Andrew Brown and Duncan MacDougall	<p>3 February 2021</p> <p>It was noted that funding for the Te Kauwhata Domain will be considered through the Long-Term Plan (2021-2031).</p> <p>Tim Hinton indicated that the benches and the agility equipment will be installed by the Te Kauwhata Rugby Club before the summer is over.</p> <p>3 March 2021</p> <p>Cr. Sedgwick has spoken with Council's Community Connections Manager (Megan May) who is responsible for the Parks and Reserves team. The parks team will install signs to advise users of the dog park to pick up their dog's mess. Council does not supply plastic bags.</p> <p>Tim Hinton indicated that the Rugby Club is happy to help with the installation of the park benches and the agility equipment for a donation.</p>	<p>Meeting of 5 May 2021</p> <p>Tim Hinton to provide an update at the meeting with regards to the installation of the park benches and the agility equipment (which the Rugby Club indicated it would do for a donation).</p>
2.	Te Kauwhata walkway at the end of Blunt Road and adjacent to the Whangamarino Wetlands.	Paul McPherson	<p>2 December 2020</p> <p>The easement agreement has been signed by both Council and the landowners.</p> <p>3 March 2021</p> <p>A design solution for the walkway is required at the end of Blunt Road adjacent to the Whangamarino Wetlands.</p> <p>The Committee passed a resolution at its 3 February 2021 meeting approving \$150,000 from the North Waikato Development Fund to be used for the</p>	<p>Meeting of 5 May 2021</p> <ul style="list-style-type: none"> • Council's CFO has indicated that a cost centre for the \$150,000 from the North

	Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update
			construction of the walkway subject to the approval by Council's CFO. A verbal update will be provided.	<p>Waikato Development Fund will be set up for the new financial year.</p> <ul style="list-style-type: none"> • It has been agreed that the Te Kauwhata Community Committee will work with WDC and its procurement process. • John Cunningham has received 4 expressions of interest which he will pass to Paul McPherson and his team. • Project will be included in the multi-year Walkway & Cycleway Contract to be advertised and let over the winter period. In the future updates will be provided in the Community Projects Update at the bottom of the report.
3.	Walkway loop via Travers Road, Wayside Road and Te Kauwhata Road	Gareth Bellamy	<p>3 February 2021</p> <p>The next phase of the project has been added to the Long-Term Plan (2021-2024) capital works programme for funding.</p> <p>Remaining funds from the first phase have been carried forward. Community Projects will use these funds initially to consult with adjacent landowners and advance the design of the next phase. Once costed, the remaining funds will be assessed to see if there is sufficient to put out a contract that will complete the next stage. Otherwise, will await further LTP funding to be approved.</p> <p>A residual budget of \$128,758 is available. Design and enabling works (a retaining wall) will be scheduled through Waikato District Alliance to provide the platform for the future extension of the path to Wayside Road.</p>	<p>Meeting of 5 May 2021</p> <p>The Long-Term Plan (2021-2024) is presently out for consultation and the capital works programme will be finalised after this. The Community Committee is encouraged to make a submission on this.</p>

	Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update
4.	Te Kauwhata Domain Plan Lighting Plan	TKCC Rugby Club	<p>2 September 2020 Mario Vodanovich attended the Committee meeting and indicated that a fundraising campaign had raised approximately \$10,000 but that \$60,000 is still needed for the lighting project.</p> <p>2 December 2020 Council's Funding and Partnership Manager, Nick Johnston, attended the Domain Committee on 25 November to talk about the funding opportunities for the lighting project.</p> <p>3 March 2021 The Committee passed a resolution at its 3 February 2021 meeting approving \$150,000 from the North Waikato Development Fund to be used for the Domain (lighting, trail from squash club to Mahi Road) subject to the approval by Council's CFO. A verbal update will be provided.</p>	<p>Meeting of 5 May 2021 Council's CFO has indicated that a cost centre for the \$150,000 from the North Waikato Development Fund will be set up for the new financial year.</p> <p>A meeting involving Cr Sedgwick, Duncan McDougall, Megan May and Vishal Ramduny is planned for the early May 2020 to take stock of this.</p>
5.	Te Kauwhata Domain – Freedom Camping Signs	Nick Johnston	<p>3 February 2021 The sign has been made and will be installed by the Rugby Club.</p> <p>3 March 2021 Tim Hinton indicated that the Rugby Club was not comfortable with the location of the sign and this was going to be revisited.</p>	<p>Meeting of 5 May 2021 Tim Hinton to advise if an alternative location for the sign has been agreed on with the Rugby Club.</p>

	Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update
6.	Te Kauwhata Main Street Shrub Garden Renewal	Kim Wood	<p>3 February 2021</p> <p>Planting in Main Street will be undertaken in April 2021. This project remains on track as of January 2020.</p> <p>Kim Wood, Council's Technical Support Officer for Parks and Facilities has provided input into the development of the community garden.</p> <p>3 March 2021</p> <p>No change from previous update. Planting was expected to take place in April. The Committee also advised that historic roses were being planted behind the playground next to the railway line.</p>	<p>Meeting of 5 May 2021</p> <p>Update required from Kim Wood.</p> <p>The dry weather has persisted through to April, the replanting of the main street has been pushed out to be completed by June.</p> <p>The roses along the railway line need to be temporarily removed to enable fence repairs along the Village Green/Kiwi Rail boundary. They will be pruned and replanted after this work has been completed.</p>
7.	Te Kauwhata 'Innovating Streets' Project	Jeanette Underwood (Waikato District Roading Alliance)	<p>Ideas on how to make the area of the intersections of Te Kauwhata's Main Road/Saleyard and Mahi Roads more people-friendly are being called for, following a \$93,150 investment from Waka Kotahi NZ Transport Agency.</p> <p>The funding has been made available to the Te Kauwhata community through the organisation's 'Innovating Streets' programme and via the Community Committee. The engagement process will see members of the community co-design the pilots with Waikato District Council and activate trials together.</p> <p>The Innovating Streets programme supports street change pilots using tactical urbanism techniques such as trials, pop-ups and interim treatments that make it safer and/or easier for people to move around or access community spaces. For Te Kauwhata, this means the project will be limited to the specific area noted, and temporary initiatives to improve safety and make the area more people-friendly will be piloted there.</p>	<p>Meeting of 5 May 2021</p> <p>Councillor Sedgwick to provide an update as part of her Councillors Report to the Committee.</p>

	Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update
			<p>Jeanette Underwood is project managing this on behalf of Council.</p> <p>2 December 2020 A public engagement meeting took place on 12 November 2020 at St Andrews Church to elicit thoughts and ideas.</p> <p>Jeanette Underwood (Roading Alliance) attended as Council's representative.</p> <p>3 February 2021 A brief has been developed by Jeanette Underwood based on the responses/feedback received from the public engagement held in November 2020. The brief has been provided to Boffa Miskell.</p> <p>It was noted that there is potential for the project to be extended further up Main Street.</p> <p>3 March 2021 Cr Sedgwick reported that information collected from the workshops held in November 2020 together with the surveys have been sent to Boffa Miskell who will come back to Council with an offer for service including some sketched options by end March 2021. These options will be made available on social media for community feedback.</p>	
8.	Rangiriri cemetery on Te Wheoro Road	Cory Cullen and Mark Jansen	<p>2 December 2020 The work to extend the two driveways to connect to each other and creating new car parks at Rangiriri cemetery on Te Wheoro Road is in the planning and design stage.</p> <p>Iwi have been engaged with, advising them that works is going to be undertaken in 2021. Iwi and WDC will work together closer to the time to hold a karakia before any physical work begins.</p>	<p>Meeting of 5 May 2021 Detail design for the Rangiriri cemetery is now complete (please see Community Projects Update below). The design is currently being priced by Waikato District Alliance. Once the estimate has been accepted by Waikato District Council, works may start at the end of April depending on the work crew availability.</p>

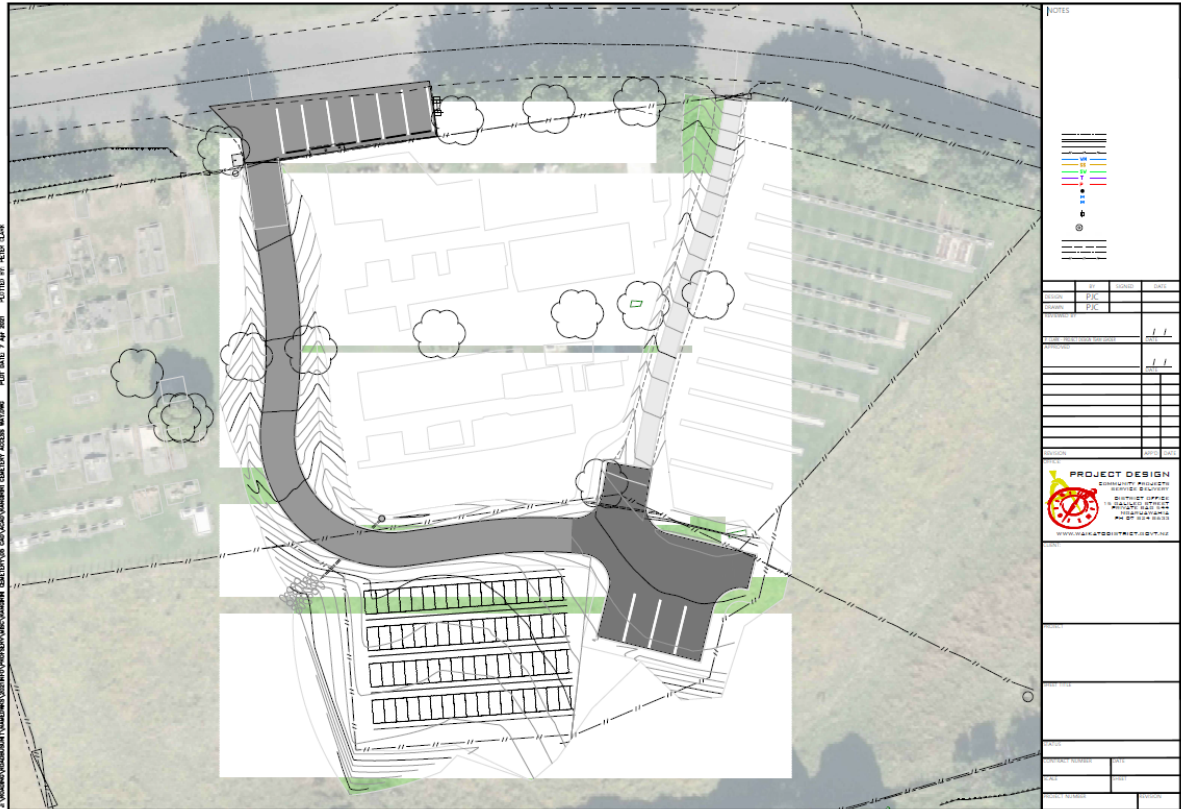
	Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update
			<p>3 February 2021</p> <p>The Project Manager has met with the designing team to discuss concept designs. Options will be available February. Iwi have been engaged with, advising them that works are going to be undertaken in 2021. Iwi and WDC will work together closer to the time to hold a karakia before earthworks begins. The implementation of the project has been scheduled for late summer.</p>	<p>Before any works starts onsite, Iwi will perform a Karakia. Once dates are confirmed we will inform the Committee and Iwi.</p>

SERVICE DELIVERY

Community Projects Update

Rangiriri Cemetery Expansion

The design below is currently being priced by Waikato District Alliance.



Rangiriri Cemetery Expansion design

Walkway loop via Travers Road, Wayside Road and Te Kauwhata Road

The remaining \$128,000 scope for Travers Road footpath will look to complete a second gabion retaining wall like the one on the first stage, along with modifications to an adjacent asphalt driveway (#9 Travers Road) and associated power supply/pillar modifications (and any other services relocations). Then construct the path between Wayside Road down Travers Road as far as possible (targeting #5 to #19 Travers Road, a length of 150m).

Awaiting final estimate from Waikato District Alliance.

Blunt Road Walkway

Project will be included in the multi-year Walkway & Cycleway Contract to be advertised and let over the winter period. Current available budget is \$150,000.

John Cunningham is seeking cost estimates from the market to assess what additional fund raising if any may be needed.

Open Meeting

To	Te Kauwhata Community Committee
From	Alison Diaz Chief Financial Officer
Date	12 April 2021
Prepared by	Julie Kelly Support Accountant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0509
Report Title	Discretionary Fund Report to 12 April 2021

1. EXECUTIVE SUMMARY

To update the Committee on the Discretionary Fund Report to 12 April 2021.

2. RECOMMENDATION

THAT the report from the Chief Financial Officer be received.

3. ATTACHMENTS

Discretionary Fund Report to 12 April 2021

TE KAUWHATA COMMUNITY COMMITTEE DISCRETIONARY FUND REPORT 2020/21 (July 2020 - June 2021)
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As at Date: 12-Apr-2021

	GL	1,207,170.4
Commitments from Committee Meeting Minutes & Other Information		
2020/21 Annual Plan		4,198.00
Carry forward from 2019/20		42,189.00
Total Funding		46,387.00
Income		
Total Income		-
Expenditure		
26-Aug-20 Te Kauwhata Christmas Parade 2020	TKCC2008/05	2,020.00
05-Aug-20 Reimbursement of cost of gift basket of \$50.00 (incl GST) to Toni Grace	TKCC2008/04	43.48
04-Nov-20 Toni Grace - Renewal tekauwahtavillage.co.nz	TKCC2011/05	186.97
27-Nov-20 Cornerstone Security Pukekohe - Cameras offline	TKCC2012/05	435.00
20-Jan-21 Te Kauwhata Com Meremere Street Number Project	TKCC2102/04	8,570.00
Total Expenditure		11,255.45
Net Funding Remaining (excluding commitments)		35,131.55
Commitments		
13-Feb-19 Further development of playgrounds	TKCC1902/04	5,000.00
04-Sep-19 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
03-Feb-21 Legal advice Meredith Connell (WDC easement for Blunt Rd Walkway)	TKCC2102/03	2,479.82
Total Commitments		29,207.57
Net Funding Remaining (Including commitments)		5,923.98