

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, 3 AUGUST 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, 1 June 2022

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5. ACTIONS

6. REPORTS

6.1 Update on Variation 3 to the Proposed Waikato District Plan

Verbal

6.2 Discretionary Fund Report

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6.3 Te Kauwhata Works and Issues Report

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6.4 Councillor's Report

Verbal

6.5 Chairperson's Report

Verbal

GJ Ion
CHIE EXECUTIVE

To	Te Kauwhata Community Committee
Report title	Confirmation of Minutes
Date:	Wednesday, 3 August
Report Author:	Grace Shaw, Democracy Advisor
Authorised by:	Gaylene Kanawa, Democracy Team Leader

1. Purpose of the report

Te Take moo te puurongo

To confirm the minutes for the meeting of the Te Kauwhata Community Committee (TKCC) held on Wednesday, 1 June 2022.

2. Staff recommendations

Tuutohu-aa-kaimahi

THAT the minutes for the meeting of the Te Kauwhata Community Committee held on Wednesday, 1 June 2022 be confirmed as a true and correct record.

3. Attachments

Ngaa taapirihanga

Attachment 1 – TKCC Minutes – 1 June 2022

MINUTES of a meeting of the Te Kauwhata Community Committee held at St John's Ambulance Rooms, 4 Baird Avenue, Te Kauwhata on **WEDNESDAY 1 JUNE 2022** commencing at **7.00pm**.

Present:

Ms T Grace (Chairperson)
Cllr JD Sedgwick
Mrs J Allport (Secretary)
Mr T Hinton
Mr B Weaver
Mr C Howells
Mrs A van de Munckhof

Attending:

Ms L van den Bemd (Community Led Development Advisor)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr Weaver/Mr Hinton)

THAT an apology be received from **Mr J Cunningham** and **Mr V Ramduny**.

CARRIED

TKCC2206/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Ms Grace/Ms van de Munckhof)

THAT the agenda for the meeting of the Te Kauwhata Community Committee held on **Wednesday, 1 June 2022** be confirmed and all items, except item #5 (presentation from Kainga Ora) therein be considered in open meeting;

AND THAT all reports be received.

CARRIED

TKCC2206/01

DISCLOSURES 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: (Mr Weaver/Mr Howells)

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

THAT page 6 be amended to reflect that the business for the one hour workshop was conducted via e-mail.

CARRIED

TKCC2206/03

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
Remove 'Alternative Site for Te Kauwhata Fire Station' item be removed from the Works & Income Report	Strategic Projects Manager	Actioned
Speak to Economic Development Advisor and Community Led Development Advisor on the process for funding applications in relation to using Committee funds as seed funding.	Strategic Projects Manager	Actioned
Clarification as to which entity to be used on future funding applications (ie Events Committee or another entity)	Strategic Projects Manager	Actioned
Clarification as to the process involved in changing the Committee's status to that of a Community Board.	Strategic Projects Manager	Actioned

The Community Led Development Advisor noted that other boards are going through a review of the targeted rate if we were interested in observing.

REPORTS**Discretionary Fund Report to 21 April 2022**

Agenda Item 6.1

The report was received [TKCC2206/02] and the following discussion was held.

- Cr Sedgwick noted that the playground upgrade was about to be tendered and it was suggested that the Committee keep in touch with the Projects Manager from the Council's Parks & Reserves Team. Blunt Road will not get a playground until such time as there is another subdivision.

Te Kauwhata Works & Issues Report – May 2022

Agenda Item 7.2.

The report was received [TKCC2206/02] and discussion was held.

- Dog Exercise Area: Tim advised he had discussed this with the Lions. Also spoken to Mario and the lights are still outstanding. The Lions are keen to assist with the development of the dog exercise area equipment and are happy to work with the Mens' Shed.
- Walkway at end of Blunt Road: No update.
- Blunt Road: Community Projects Manager was letting the contract.
- Te Kauwhata Village Green Playground: the detailed design plan had been completed and awaiting costings for construction.

Te Kauwhata Domain Plan:

- Walkway and fitness trail: will be 450 metres at 2 metres wide. Looking to cost around \$45,000. Cr Sedgwick suggested given that the cost is far less than anticipated, the funding that had been set aside could be used for the likes of fitness equipment. Mrs Allport suggested that could consider doing a second stage of the walkway ahead of time. Some funding could be set aside for seed funding for the substantial part of the walkway. It was noted that the funding needs to be spent, or at least allocated, prior to 30 June 2023.

ACTION: Cllr Sedgwick to find out if there is a 'use by' date for any of the funds. There are \$62,000 set aside for improvements at the Domain.

- Cricket Club Nets: Jeff Lyons has requested two quotes for the nets (from Tiger Turf and Team Turf) and as at time of the meeting had not received these. Need confirmation of the seed funding.

ACTION: Community Led Development Advisor to confirm with Economic Development Advisor that \$25,000 is available for this project for seed funding.

- Outdoor Stage: Lauren from the TK Community House was contacted but advised that she was not at a stage where she had anything to report and requested a meeting with Toni and/or Jeanie. There was discussion in relation to furthering this including settling on a design however this cannot be finalised until such time as the location of the stage is confirmed. This project is to be put on hold for three months until such time as Lauren is able to progress this project.
- Community Garden: Mr Hinton met the Contracts and Compliance Officer in relation to what council rules are. Mr Hinton has met with the Lions Club who will be coming back to him in relation to the materials required to build six raised garden beds.

Mr Hinton advised that the community garden has also got support from Yates for seedlings and Carters are going to provide the topsoil and potting mix for planting. Huntly has 3,000 spare spring bulbs that will be planted around the Domain to be weekend after next. There is also some more fruit trees coming also which may be planted in the location of the new walkway into the Domain from Mahi Road. Mr Hinton is to get quotes for raised garden beds.

Three thousand dollars towards this project has been seed funded through Council's Placemaking budget.

The Board will need to liaise with Economic Development Advisor from the Community Development Team for the payment transfer when the project is ready to start.

ACTION: Mr Hinton to get quotes for raised garden beds.

- Sports Park Lighting Seed Funding: WDC working with the rugby club to support their funding application.

Resolved: (Mrs Allport/Mr Weaver)

THAT the sum of \$25,000 of seed funding be deferred for until such time as these projects are able to be progressed.

CARRIED

TKCC2206/04

Councillor's Report
Agenda Item 7.3

Cr Sedgwick provided the following information to the Committee.

Local Government Report

LG see merit in setting a code of conduct for community committees and trust boards. Also suggest that community boards and committees increase their education.

Trade Waste By-law

This bylaw is currently out for submission.

Reserves Management Policy

This is the policy that sets the planning and management for all of Waikato District's reserves (484 reserves and 55 playgrounds). There will be a TK Domain management plan which will come out in due course. Jan advised that we don't need to consult on where specific things are going to be situated. Once the plan is out the community has the opportunity to comment on the plan. The concept plan is to provide an indication as to what has been suggested.

To	Te Kauwhata Community Committee
Report title	Discretionary Fund Report to 30 June 2022
Date:	03 August 2022
Report Author:	Jen Schimanski, Support Accountant
Authorised by:	Alison Diaz, Chief Financial Officer

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 30 June 2022

2. Staff recommendations

Tuutohu-aa-kaimahi

THAT the Discretionary Fund Report to 30 June 2022 be received.

3. Attachments

Ngaa taapirihanga

Attachment 1 – Discretionary Fund report to 30 June 2022

TE KAUWHATA COMMUNITY COMMITTEE DISCRETIONARY FUND REPORT 2021/22 (July 2021 - June 2022)
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As at Date: 30-Jun-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		<u><u>36,850.00</u></u>
 Income		
 Total Income		<u><u>-</u></u>
 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		<u><u>6,238.19</u></u>
 Net Funding Remaining (excluding commitments)		<u><u>30,611.81</u></u>
 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		<u><u>26,727.75</u></u>
 Net Funding Remaining (Including commitments)		<u><u>3,884.06</u></u>

Open Meeting

To	Te Kauwhata Community Committee
Report title	Te Kauwhata Works and Issues Report
Date:	3 August 2022
Author/Authoriser	Vishal Ramduny, Strategic Projects Manager

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 – July/August 2022

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TE KAUWHATA COMMUNITY COMMITTEE
WORKS & ISSUES REPORT
 JULY/AUGUST (FOR MEETING OF 3 AUGUST 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 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 advised he had discussion with the Lions Club. He had also spoken to Mario and the lights are still outstanding. The Lions Club is keen to assist with the development of the dog exercise area equipment and are happy to work with Menshed.</p>	<p>Meeting of 3 August 2022 Tim Hinton to provide a verbal update at the meeting.</p>
2.	Te Kauwhata walkway at the end of Blunt Road and	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</p>

	Works/Initiative	Council Actionee	Timeline and progression of works and issues	Status update
	<p>adjacent to the 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>Meeting of 1 June 2022</p> <p>Council's Projects Team is currently reviewing a planning assessment.</p>	<p>Meeting of 3 August 2022</p> <p>See the Community Projects update below for the latest on the walkway.</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</p>	<p>Meeting of 3 August 2022</p> <ul style="list-style-type: none"> • HEB Construction have supplied pricing back. • NTC has been issued to HEB for Playground equipment so they can

	Works/Initiative	Council Actionee	Timeline and progression of works and issues	Status update
			<p>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>	<p>place order with Suppliers.</p> <ul style="list-style-type: none"> • Plan/scope has been provided to HEB for the carpark works and price has been supplied • Next Segment of Works Planned: Working through the pricing schedule with HEB.

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 former 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.
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<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. ▪ \$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. 	<ul style="list-style-type: none"> ▪ Tim Hinton and John Cunningham (for TKCC) ▪ Jason Marconi (for WDC) 	<p>May 2022</p> <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>1 June 2022</p> <p>Walkway and fitness trail will be 45 metres at 2 metres wide. Looking to cost around \$45,000. Cllr Sedgwick suggested given that the cost is far less than anticipated, the funding that had been set aside could be used for the likes of fitness equipment. Some seed funding could be set aside for the substantial part of the walkway. It was noted that the funding needs to be spent, or at least allocated, prior to 30 June 2023.</p> <p>Action 1: Cllr Sedgwick to find out if there is a 'use by' date for any of the funds. There are \$62,000 set aside for improvements at the Domain.</p> <p>Action 2: The track needs to be agreed by the Domain Committee and TKCC. (Pending).</p>	
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<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) 	<p>May 2022 Courtney to contact Jason Marconi to process for this before applications can be made.</p> <p>1 June 2022 Jeff Lyons has requested two quotes for the nets (from Tiger Turf and Team Turf) and as at time of the meeting had not received these. Need confirmation of the seed funding.</p> <p>Action: Lianne van den Bemd to confirm with Jason Marconi that \$25,000 is available for this project for seed funding.</p>	<p>Lianne van den Bemd and Jason Marconi have confirmed that \$25,000 is available for this project for seed funding. As of 4 July 2022, Jeff Lyons was still waiting on quotes. There seems to be long delays and he was struggling to even get a reply from contractors. Once obtained Council will sign off \$25000 as seed funding, with Jeff to find the remaining \$25k</p>
<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) 	<p>May 2022 Jason has contacted Lauren Hughes of Toi Ako regarding the community outdoor stage. Some background work is required before this can be progressed.</p> <p>1 June 2022 Outdoor Stage: Lauren from the Community House was contacted but advised that she was not at a stage where she had anything to report and requested a meeting with Toni and/or Jeanie. A design however this cannot be finalised until such time as the location of the stage is confirmed. This project is to be put on hold for three months until such time Lauren can progress this project.</p>	<p>Toni Grace to approach WEL Energy Trust (Shannon Clark) for seed funding for the stage.</p>

		Seed funding for stage deferred. Lianne suggested that WEL Energy Trust may be amenable to quick response funding.	
<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) 	Mario to obtain quotes from Cornerstone and liaise with Jason Marconi (WDC).	Mario to update.
<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) 	<p>May 2022</p> <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>1 June 2022</p> <p>Tim Hinton met Jo in relation to what council rules are. Tim has met with the Lions Club who will be coming back to him in relation to the materials required to build six raised garden beds. He also advised that the community garden has also got support from Yates for seedlings and Carters are going to provide the topsoil and potting mix for planting. Huntly has 3,000 spare spring bulbs that</p>	Tim Hinton to provide an update regarding the quotes for the raised garden bed.

		<p>will be planted around the Domain before the end of June. There are also some more fruit trees coming also which may be planted in the location of the new walkway into the Domain from Mahi Road.</p> <p>Action 1: <i>Mr Hinton is to get quotes for raised garden beds (\$3,000 towards this project has been seed funded through Council's Placemaking budget).</i></p> <p>Action 2: <i>The Community Committee will need to liaise with Jason from the Community Development Team for the payment transfer when the project is ready to start.</i></p>	
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Community Projects Update (As of 20 July 2022)

Te Kauwhata Playground

The detailed design is complete and HEB have provided pricing. Discussions are ongoing.

Blunt Road Walkway

Following discussions with Waikato Regional Council, recent additional consenting requirements, *Resource Management (National Environmental Standards for Freshwater) Regulations 2020* the construction of wetland utility structures is a Restricted Discretionary Activity and now trigger a consent for these works.

DOC also highlighted that there is a rare species of flora on the wetland that they are managing, *Corybas carsei* (swamp helmet orchid), in this general location.



Corybas carsei (swamp helmet orchid)

With a resource consent now required, a higher level of design and scheduling/specifications have been necessary. Frame Group have been commissioned to refine the boardwalk design. They are due to come back with two design options by the end of July. One is a lowest cost approach, and a second which allows a wider and slightly stronger boardwalk to cater for a maintenance vehicle being a side-by-side or quad bike and trailer, for weed control and general track maintenance.

Also, some previous track work done to the west of the proposed boardwalk requires resource consent for some of the drainage/culvert works. Some of the physical works will need to be revisited and improved to meet requirements. The resource consenting will be included in the consent now needed for the boardwalk works. These changes will entail some delay, however, works would not have been expected to commence until spring, so the delay is expected to be minimal.
