



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, 13 FEBRUARY 2023** commencing at **7.00PM**.

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

3. DISCLOSURES OF INTEREST

The register of interests is no longer included on agendas; however, members still have a duty to disclose any interests under this item.

4. CONFIRMATION OF MINUTES

Meeting held on Tuesday, 6 December 2022

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5. PUBLIC FORUM

6. CORRESPONDENCE

6.1 Inwards

6.2 Outwards

7. REPORTS

7.1 Councillors' Report

Written

7.2 Works & Issues Report

7.3 Feasibility Study for Rail – North Waikato

Verbal

7.4 Subcommittee Reports

Verbal

7.4.1 Strategy & Growth/Pokeno Realm

7.4.2 Finance

7.4.3 Facilities

7.4.4 Events

7.4.5 Communications

7.5 Neighbouring Community Committees/Boards

- Mercer
- Onewhero-Tuakau

7.6 Other Business

8. **KEY WORK PROGRAMMES**

8.1 Main Street Upgrade

8.2 Pokeno Sports Park

8.3 Market Street Hub

8.4 Toilet Block Renewal

9. **PCC ACTION LIST**

GJ Ion
CHIEF EXECUTIVE

To	Pokeno Community Committee
Report title	Confirmation of Minutes
Date:	Thursday, 19 January 2023
Report Author:	Elizabeth Saunders, Democracy Advisor
Authorised by:	Gaylene Kanawa, Democracy Manager

1. Purpose of the report

Te Take moo te puurongo

To confirm the minutes for the meeting of the Pokeno Community Committee held on Tuesday, 6 December 2022.

2. Staff recommendations

Tuutohu-aa-kaimahi

THAT the minutes for the meeting of the Pokeno Community Committee held on Tuesday, 6 December 2022 be confirmed as a true and correct record.

3. Attachments

Ngaa taapirihanga

Attachment 1 – PCC Minutes, Tuesday, 6 December 2023.

POKENO COMMUNITY COMMITTEE

Minutes of the meeting of Pokeno Community Committee held on Tuesday 06 December 2022 at 7.00 pm at Pokeno Hall.

Present:

Allen Grainger (Chair), Helen Clotworthy (Deputy Chair), Ginny Bullock (Secretary), Ric Odom, Barry Birchall, Tricia Burns, Janet Baillie, Bronwyn Heath, Cecilia Heta

Councillor: Vern Reeve

Visitors: Clive Morgan (WDC), members of the public

Apologies

Councillor Kandi Ngataki

Moved Janet Baillie

Seconded Cecilia Heta

Confirmation of Status of Agenda

Moved Ginny Bullock,

Seconded Bronwyn heath

Confirmation of previous minutes 12 September 2022

Moved: Ric Odom

Seconded Barry Birchall

Disclosures of interest

The register of disclosures of interests is no longer included on agendas but PCC members still have a duty to disclose any interests under this item to the Chairman

PUBLIC FORUM

No items in the Public Forum

CORRESPONDENCE

In:

Various emails from WDC forwarded by Secretary Ginny Bullock to all committee members.

Out: Nil

COUNCILLORS' REPORT

Cr Vern Reeve introduced himself as one of our new Councillors for the Tuakau-Pokeno area. He has been very busy since the election with induction programme, what councillors can and cannot do. He is not making any promises as it will take a while for the training to take place. He advised he is available for any issues PCC may have – his phone number is 0274541112.

WORKS AND ISSUES

Clive Morgan requested that Works and Issues Agenda is taken as read

He advised that there have been major changes in the Roding department at WDC. EPMO (Enterprise Programme Management Office) has been set up to assist best practice for Project and Programme Management. There are over 1000 projects across the district which is a significant demand EPMO will make a significant difference to project management Capital projects will be looked at first with delivery of other projects later. Pokeno projects are included in the EPMO Programme Projects will be put on PCC website to keep public informed once information is available

Strategic property manager is collating, investigating and confirming the list of properties owned and managed by council district wide.

Clive also talked about the **Tennis Club**

There is a 14 week delay for materials so work is now due to commence mid/end January. Bronwyn Heath (Chair of Tennis Club committee) advised that fencing, netting, revamp of facilities, new deck around the club rooms are to be done.

Lights to be removed so courts can be re-laid. There is no finance available for the installation of new lights and Clive advised this is a LTP (Long Term Plan) matter which would require a submission to the LTP. It was mentioned that the lights will need to be LED to meet code

Bronwyn advised that names reinstatement on the bricks will not be easy owing to fact names appear to have been maybe lost, so therefore discussion maybe required with previous Tennis Club families who still live in Pokeno to find a solution, if necessary

An amount of time has been put in to trying to retrieve the Club history
The old wall was unsafe and maybe in time be rebuilt

Pokeno School will be asked to paint a mural on outside of building, to replace one painted over.

Historical archives belonging to club will be held anytime by the Tennis Club Committee and will not be removed

It was discussed that maybe the Tennis Club should deal directly with the WDC in the future, in all areas of the re-build.

Action: The Tennis Club should present a report to each PCC meeting where required

SUB-COMMITTEE REPORTS

Strategy and Growth

Ric Odom presented the report which is attached covering priorities for the Committee



Strategy Report for
December 2022.doc

Clive Morgan congratulated Ric and his team on the report saying it is well presented and covers all the important issues for Pokeno

Report to be adopted

Moved Ric Odom

Seconded Helen Clotworthy

Finance

Reports from Helen Clotworthy attached.



ASB Bank
Statement 12 Septer



PCC Financial

Report 12 Septembe

She advised that the Committee is to receive \$20700 from the Council in compensation for the removal of a protected oak tree dating back to 2015. After discussion it was decided that this amount should be placed in a separate account and is to be used for a specific Pokeno cause (to be decided unanimously by the full Committee but possibly a statue/carving at the entrance to Pokeno) and not “frittered away” in general expenses. Helen is going to investigate the trunk of a tree which is lying in a property in Razorback Road to see if that is the original tree which could be used for a carving.

Special proposal: The Committee undertakes that the \$20700 money from WDC for the oak tree is to be held separately for the purpose of a special Pokeno project

Reports moved by Ric Odom
Seconded by Tricia Burns

Communications

Helen Clotworthy advised that website went live in October 2022 as per attached report. She commented on the number of overseas hits. It takes quite a bit of work to keep the website upgraded and up to date



Pokeno Community
Communications &

Moved Helen Clotworthy
Seconded Ginny Bullock

Events

Allen Grainger advised the following events are in the pipeline:

Fun run/walk/ 5 kms approximately. Sponsor to be advised. From Totara Park around walkways of Pokeno, return to Totara Park for Community Get-together confirmed for 22 January 2023
Gold Coin donation

Pokeno Giant Pumpkin Growing competition

Hopefully pumpkins are growing. Date TBA for judging

Pokeno Christmas Parade.

Now approved 5.30 pm Friday 16 December 2022
Assembly area Walter Rogers Road from 5.00 pm
Entries/groups to Allen

Suggested Pokeno Ice Cream Day. February/March 2023

VARIATION 3 UPDATE

Variation to the District Plan in September (3x3) was notified in September 2022.

There is joint strategic hearing together with Hamilton District Council and Waipa District Council and the full hearing will be in May/June 2023.

The independent panel is looking at 117 submissions covering adverse effects on infrastructure, traffic and if amendments are appropriate

Given, Council is not going to pursue further evidence to support the 800-meter catchment that has been proposed

Clive said that new submissions should be presented to the council. He was asked if the original submissions would be considered. The Committee was concerned that Pokeno's views will be lost under the weight of heavily resourced outsiders.

The Committee mentioned that the concerns of the Committee presented at the time regarding traffic problems for Gull and Countdown were ignored by council and now there are major problems with traffic on Great South Road as predicted by the Committee.

The Committee referred to the fact that new pumps were approved by council at the truck stop without any reference to the public and the Committee found out by accident when a member of the public advised us.

Vern Reeve said that the community might want change. He cited an example of shops in Tuakau being rebuilt with 2 stories of apartments above them to encourage people into the town centre

Council must work within the Resource Management Act The qualifying matters are well defined within the Act

Toilet replacement has gone out to public tender and updated programme for the delivered of the project is scheduled by end December 2022

Neighbouring Committees/Boards

No communications from Tuakau or Mercer Boards

OTHER BUSINESS:

Ginny Bullock has asked council to trim trees on Avon Road overgrowing the verges right to the road side and that this is a hazard as the road is 80KMH and speed was not reduced in the last round of traffic changes. Order RDC02165/23

Barry Birchall brought up the issue of people dumping rubbish on the side of Pokeno's roads. Particularly large items such as KFC cartons etc.

All roads within 200m of the motorway are the responsibility of Waka Kotahi and it is extremely difficult to get through to them.

Action: Add to Works and Issues. WDC to confirm what their roadside rubbish level of service is

It was suggested to Clive that WDC does a regular roadside rubbish collection on Pokeno's roads to live up to the Level of Service advised by the WDC. He cited difference at Tuakau between boundary with Auckland City Council and how clean their roads are. Clive to report back.

Cecilia asked Clive about Pokeno Road upgrade which was requested some time ago. There is no update at present. Clive to investigate.

Action: Add to Works and Issues. What is the planned upgrade for Pokeno Road

Street Cameras

PCC has been advised to apply through council so maintenance will be council's responsibility

Clive advised 5 locations have applied through Better Off funding (operated by Department of Internal Affairs)

Previous Mayor Alan Sanson advised the Committee to not arrange CCTV cameras independent of council. Better Off Fund round decisions are expected shortly.

Vern advised Tuakau's cameras are monitored by Comstone

Community Patrol

Tricia Burns advised that they have had a couple of success with the patrol looking at suspicious vehicles which have been reported to the police and then prevented crimes being committed.

As there was no other business, the meeting closed at 8.50 pm.

Meeting dates for 2023 are below. 7.00 pm at the Hall

- Monday, 13 February 2023
- Monday, 27 March 2023
- Monday, 8 May 2023
- Monday, 19 June 2023
- Monday, 31 July 2023
- Monday, 11 September
- Tuesday, 24 October
- Monday, 4 December.

To	Pokeno Community Committee
Report title	Pokeno Works and Issues Report – February 2023
Date:	13 th February 2023
Report Author:	Michele Badenhorst, PA to General Manager Community Growth
Authorised by:	Clive Morgan, General Manager Community Growth

1. Purpose of the report

Te Take moo te puurongo

To provide an update on issues arising from the previous meeting and works underway.

2. Staff recommendations

Tuutohu-aa-kaimahi

That the Works and Issues report from the General Manager Community Growth be received.

3. Attachments

Ngaa taapirihanga

Attachment 1: Pokeno Community Committee Works and Issues Report – February 2023

Pokeno Community Committee's Works and Issues Report – February 2023

	Issue and Action	Area	Status Update
1.	<p>Flag poles on the light posts. Not the ones that go across the street, but the individual small flags on each light post. Eg to put up flags for ANZAC or Christmas.</p> <p>Action: 3 May 2022 Investigate options for street light flag attachments.</p>	Community Connections, Ed McVicar	<p>AUGUST 2022: Staff are investigating different options. No update due to staff illness.</p> <p>SEPTEMBER 2022: No update.</p> <p>OCTOBER 2022: Awaiting pricing on FLAGTRAX© mounting system for flags – to be completed by the Open Spaces Projects Coordinator.</p> <p>FEBRUARY 2023: Pricing for FlagTrax street flags has been received for an easy swap system. FlagTrax allows flags to be raised or lowered within seconds via a special track from the safety and convenience of the ground. No need for cherry pickers.</p> <p>The upfront cost is high at approximately \$980 each compared to \$400 for a standard bracket. However, standard flags incur traffic management costs whereas Flagtrax can be installed at almost no cost as traffic management is not required.</p> <p>Note from Roding: The Pokeno Main Street upgrade (Committee was briefed by roading team in late 2022) is looking at replacing these light poles as part of the design (but budget dependent) with works likely next construction season. New poles could have the banner capability on them. Until the</p>

	Issue and Action	Area	Status Update
			design and costing is complete for the works, putting FlagTrax system on existing poles is not recommended.
2.	<p>Pokeno Road Layby – the layby near the new traffic lights – Cecelia has had a few complaints re safety of the road. From those who live on Pokeno Road, coming from Tuakau. There are two entries a top one and the bottom one. The entrances are hard to see.</p> <p>Action: 3 May 2022 Consider options to increase safety/visibility of entry/exit into layby.</p>	Roading	<p>AUGUST 2022:</p> <p>This will be looked at in the final safety audit. Staff expect this now to be completed by the end of September 2022.</p> <p>OCTOBER 2022:</p> <p>Unfortunately, due to high workloads and staff changes the audit has not been undertaken. The audit to be programmed. A consultant will be engaged in the next few weeks, and the audit is likely to be at the end of November.</p> <p>February 2023: We have completed our Road safety Audit, we are reviewing the findings and any resolutions.</p>
3.	<p>Main Street Pokeno including Market Square, Great South Road and Pokeno Road intersections</p>	Roading	<p>Action: Public Realm update to be provided to the committee in December 2022. The Update will include stats of Roding Programme.</p> <p>February 2023: The Committee was briefed on Main Street in person in late 2022. Design is still being finalised. It is likely that some works may occur early in this construction season, but most will be next construction season. At the time of briefing, the Committee was advised that a Pokeno Programme Manager is being appointed within the Project</p>

	Issue and Action	Area	Status Update
			Management Office of WDC – this person will be Darryl Woodhouse who is also the Project Manager for the Main Street project. The purpose of this role is to provide a coordination point for all capital projects in Pokeno and to manage associated consultation and impacts to the community from upcoming works, particularly in the next two years.
4.	Confirm roadside level of service (roadside rubbish collections)	Roading/WD A	<p>February 2023: The roadside rubbish bins are currently emptied every day and the big belly bins have a notification system when they are full and are emptied by the Alliance as part of the run.</p> <p>The team who empty the litter bins daily also clean around the bins and collect litter from the kerb and channel while on site.</p> <p>This occurs predominately in CBD areas as that is where the bins are located.</p> <p>Any areas of kerb and channel that are not in the CBD are swept twice a year utilising a sweeper truck. Additional targeted areas do receive more frequent sweeps during leaf fall.</p>
5.	What is the planned upgrade for Pokeno road	Roading/Jakir	<p>February 2023: The Pokeno road (from Bridge to Munro Road intersection) is planned to be upgraded but is pending completion of a Catchment Management Plan to finalise design and cost estimates.</p>

Note: Updates on Works & Issues report for 13th February PCC meeting has been provided prior to the additional requested meeting on the 8th of February. This is due to the deadline and close of agenda.

There may be additional updates from the meeting scheduled for the 8th February which will reflect in the next Works & Issues report.

Pokeno Tennis Courts

Pre-start meeting is planned for the end of January with aim for HEB Construction to start works in February. Ongoing communication has been had with key stakeholders.

Pokeno Sports Park – Northern Fill and Carpark Construction

Tender Evaluation: Contract No. C00000191: Pokeno Sports Park Bulk Earthworks and Carpark RFT has been awarded to McKenzie & Parma for the sum of \$3,188,601.89 excluding GST.

The contractor is expected to establish on site on 7 February.

The bulk earthworks element of the contract (Separable Portion 1) will commence upon award, with all works completed by 31 March 2023. Separable Portion 2 (car park construction) is to be completed by 31 October 2023.

The package of works includes:

- Establishment of erosion and sediment controls on site
- Implementation of fish management plan
- Stripping and respread of topsoil
- Importation of 34,000m³ of structurally certified cut-to-fill
- Geotechnical treatments inclusive of gravel rafts and underfill drainage
- Accessway and carpark construction.

Pokeno Toilet Replacement

Work on the development of the contract for manufacture is ongoing.

