



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, 26 JULY 2021** commencing at **7.00PM**.

**1. APOLOGIES AND LEAVE OF ABSENCE**

**2. CONFIRMATION OF STATUS OF AGENDA**

**3. PUBLIC FORUM**

**4. DISCLOSURES OF INTEREST**

**3**

The Register of Interests for the Pokeno Community Committee is attached for information purposes and for members to update any interests they may have.

**5. CONFIRMATION OF MINUTES**

Meeting held on Monday, 14 June 2021

**5**

**6. CORRESPONDENCE**

**6.1 Inwards**

Notice of Appeal from Gull New Zealand Ltd

**10**

**6.2 Outwards**

**7. REPORTS**

7.1 Munro Park Future Plans

*Verbal*

7.2 Overview/update on the progress of the Solid Waste Review

*Verbal*

7.3 Pokeno Works & Issues Report – July 2021

**19**

7.4 Fourth Quarter Service Request Report to 30 June 2021

**24**

7.5 LTP Update

*Verbal*

7.6 Pokeno Community Committee Schedule

**30**

- 7.7 Subcommittee Reports *Verbal*
- 7.7.1 Strategy & Growth  
Progress on PCC Trust
  - 7.7.2 Finance
  - 7.7.3 Facilities – update of Facilities Committee
  - 7.7.4 Events
  - 7.7.5 Communications
    - Pokeno Community Facebook page
- 7.8 Neighbouring Community Committees/Boards
- Mercer
  - Onewhero-Tuakau
- 7.9 Councillors’ Report *Verbal*
- 7.10 Other Business
- 8. PCC ACTION LIST**

Gj Ion  
**CHIEF EXECUTIVE**

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**Open Meeting**

<b>To</b>	Pokeno Community Committee
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	19 July 2021
<b>Prepared by</b>	Lynette Wainwright Democracy Advisor
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0303
<b>Report Title</b>	Register of Interests

## **1. EXECUTIVE SUMMARY**

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

## **2. RECOMMENDATION**

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

## **3. ATTACHMENTS**

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Register of Interests – Pokeno Community Committee

## Register of Elected Members Interests - Community Committees

Name	Community Committee	Financial Interests <i>Please refer to Statement Reference here.</i>		Non - Financial Interests								
		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				
Ric Odom	Pokeno	No	N/A	Franklin Hospice Charitable Trust (Provision of palliative care)	Jeneric Investments Ltd. (Investment)	Franklin Hospice Charitable Trust (Provision of palliative care)	Jeneric Family Trust (Trustee)	Franklin JP Assn (Council member. Justices of the Peace)	1x Pokeno (Owner/Trustee)	N/A	N/A	New Zealand Home Loans (Mortgage)
Helen Clotworthy	Pokeno	No	N/A	Pokeno Bacon Co. (Manufacturers-Retailers)	Pokeno Bacon Co. (Manufacturers-Retailers)		David Evans Family Trust (Trustee & Beneficiary)	Pokeno Hall Committee (Treasurer) Pokeno Community Hall (Manager)	x4 Pokeno (Owner)	N/A	N/A	N/A
Allen Grainger	Pokeno	No	N/A	<ul style="list-style-type: none"> <li>•Waikato Rugby Union</li> <li>•Frankton Rugby Sports Club Inc</li> </ul>	N/A	N/A	N/A	<ul style="list-style-type: none"> <li>• Waikato Rugby Union (Vice-President and Board member)</li> <li>* WRU 2021 Centennial Committee (Board member)</li> <li>• Frankton Rugby Sports Club (Chairman)</li> <li>* Hamilton Rugby Union Inc (Chairman)</li> <li>* Waikato Central Junio Rugby Board (Delegate)</li> </ul>	N/A	N/A	N/A	N/A
Peter Koizumi	Pokeno											
Kris Hines	Pokeno	No	N/A	N/A	N/A	N/A	N/A	N/A	1x Pokeno (Owner)	N/A	N/A	N/A
Brenda Ann Roberts	Pokeno	No	N/A	N/A	N/A	Ministry of Education	N/A	N/A	N/A	N/A	N/A	N/A
Ginny Bullock	Pokeno											
Doug Rowe	Pokeno	No	N/A	INCOMPLETE FOR REST								
James McRobbie	Pokeno	No	N/A	McRobbie Bros Ltd (Earthworks)	McRobbie Bros Ltd (Earthworks)		Bombay War Memorial Trust (Trustee) Blisland Trust (Trustee)	Bombay Rugby Inc (Member)	x4 Pokeno(Owner)	N/A	N/A	N/A

YELLOW INDICATES THAT THE MEMBER DID NOT SUBMIT A COMPLETED FORM

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**Open Meeting**

<b>To</b>	Pokeno Community Committee
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	19 July 2021
<b>Prepared by</b>	Lynette Wainwright Democracy Advisor
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0516
<b>Report Title</b>	Confirmation of Minutes

**1. EXECUTIVE SUMMARY**

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To confirm the minutes for the meeting of the Pokeno Community Committee held on Monday, 14 June 2021.

**2. RECOMMENDATION**

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**THAT the minutes for the meeting of the Pokeno Community Committee held on Monday, 14 June 2021 be confirmed as a true and correct record.**

**3. ATTACHMENTS**

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PCC Minutes – Monday, 14 June 2021

## POKENO COMMUNITY COMMITTEE

**Minutes** of the six-weekly Pokeno Community Committee meeting held at Pokeno Community Hall on Monday 14 June 2021 commencing at 7.00pm.

Committee Members Present	Ric Odom (Chair), Helen Clotworthy (Deputy Chair), Ginny Bullock (Secretary), Doug Rowe, Brenda Roberts, James McRobbie, Allen Grainger
Guests in Attendance	Nick Johnson (WDC), Ross Bayer (Roading WDC), Tony Whittaker (COO WDC), Clive Morgan (GM Community Growth WDC), Cindy Dormehl (Yashili), 14 members of the public
Councillors in Attendance	Cr Jacqui Church, Cr Stephanie Henderson, Cr Jan Sedgewick

### **Apologies and Leave of Absence**

Apologies were received from Kris Hines  
 Moved that the apologies be accepted.

### **Confirmation of the Status of the Agenda**

Moved: Ric Odom  
 Seconded: Ginny Bullock  
 Carried

### **Confirmation of Previous Minutes**

Meeting held 03 May 2021  
 Moved Allen Grainger  
 Seconded: Brenda Roberts  
 Carried

### **Setting up legal entity for Pokeno Community Committee**

Discussion by Committee members that a Trust be set up  
 Trustees to be Ric Odom, Brenda Roberts, Doug Rowe

Bank account to be set up for the Trust  
 Signatories to be Ric Odom, Helen Clotworthy, Ginny Bullock, Allen Grainger

Ric Odom to proceed with setting up the Trust and opening a bank account. All committee members will be required to provide documentation to the bank

Moved: Allen Grainger  
 Seconded: Ginny Bullock  
 Carried

### **Disclosure of Interest**

Brenda Roberts asked that she be Manu Whenua representative between them and WDC  
There were no additional disclosures of interest.

Moved Ginny Bullock  
Seconded: James McRobbie  
Carried

### **Presentations**

Brief outline from **Cindy Dormehl** about the expansion of Yashili so they can process fresh raw milk to baby product on site

Presentation and Powerpoint from **Ross Bayer and Nick Johnson** re Pokeno Urban Upgrade regarding current and future upgrades in Pokeno re roading, culvert improvement and community facilities (Munro Sports Park), land purchased in Marlborough Street for a future Pokeno Town Centre

Pokeno Road upgrade to be completed by autumn 2022 including a roundabout  
Great South Road upgrade bridge (Leathams Bridge) owned by NZTA and may not happen

Community Hub  
Land purchased at 10 Market Street and development of options is underway over next 2 years. Needs public input

Two suggested plans were brought by WDC to show options for the main Great South Road upgrade. It was emphasised that public input was required before final decision is made. Also needs discussion with the land owners of the truck stop

Presentation from **Tony Whittaker (COO WDC)** advised that Council-owned pensioner flats to be sold to entity which will look after the interests of the residents. Also advised that inorganic collection has been cancelled after this year and public will be encouraged to take their rubbish to the new recycling centre being built in Tuakau which will be ready by time next inorganic collection is scheduled  
Rates increase 6.5% first year and 3.5% per year for the following 2 years based on ratio valuation

Future of water providers across the country. It is envisaged that 4 providers in total. Waikato provider is Watercare.

Discussed Storm water culverts under existing and future roading projects as this is a complex situation in view of the new national water purity guidelines.

Also agreed to advise how WDC spends the money it receives from rates

### **Public Forum**

No comments or questions from members of the public

Encouraged to email any queries to WDC by email

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### **Correspondence**

## Inwards:

Request for letter for support from Pokeno Marae

Request for letter of support from Pokeno Community Patrol for funding application

## Outwards:

PCC submission on Waikato District Council's Long Term Plan (thanks to Helen Clotworthy for presenting this submission)

Letter of support for Pokeno Marae

Letter of support for Pokeno Community Patrol

**Reports**

- **Councillors Reports**

**Councillor Henderson**

Commended flat fee on LTP for rates is not based on percentage. Review on number of councillors

**Councillor Church**

Maori Wards will mean 2 extra councillors. However Government will not approve any extra councillors so review of the whole District is underway to reassign councillors' areas

**Councillor Sedgewick**

Encouraged public to use 0800 number. Make submissions as all councillors do read all submissions

- **Pokeno Works and Issues Report**

The committee understands that the WDC plan for Munro is for a maximum 10 – 12 hours per week with no special playing surface for Munro Sports Ground. This is a concern to the committee and WDC was asked to verify if this is true and if so, to outline the rationale for such a restriction.

Nick Johnson advised that this is the standard across the country to preserve the playing surface and that ongoing works to raise the surface of the park are being tendered for at the moment and hopes that this will be commenced by the end of 2021

Brenda Roberts asked that continuing consultation with Ford Road residents be made

Also requested that Noise Control call centre does not ask if noise reports are gang related. Wording to be looked at as this could be offensive.

There is still concern regarding heavy traffic through the main street

Committee asked again that hard stands should be put at all bus stops in the area to prevent erosion of grass verges as well as bus shelters as previously advised (see May minutes)



Addressing the challenges facing bus access along the route on the Hitchen Block side of Pokeno, the committee was advised that this is being addressed. Road painting is underway

Totara Park sculptures, netting and barbeques. Advised by **Clive Morgan** that this is ongoing as waiting for park to be vested in the council. Rubbish tins need to be installed both at parks and also opposite the shops on the Countdown side of Great South Road before the summer season.

Poor street lights on Munro Road is resolved. Peeling paint on light stands in Hitchen block is being fixed currently

Works to upgrade Pokeno Road between Gt South Road and the school are underway and should be completed by end of 2022

- **LTP update**  
LTP to be ratified on 24 June 2022 by WDC
- **Pokeno Community Committee Schedule.**  
Trust is to be set up with associated bank account  
Update of Committee website ([www.pokeno.nz](http://www.pokeno.nz)) and Facebook entries. Council will contribute something towards this. Ric Odom to follow up  
All further items ongoing
- **Subcommittee reports**  
No reports of subcommittees
- **Community Committees/Boards**  
No reports.
- **Other business**

Proposed date for AGM (September/November 2021) for discussion at the next meeting

List of attendees completed and handed to Secretary Ginny Bullock as per last meeting suggestion

Chair Ric Odom thanked the visitors and public for their attendance and contribution. There being no further business the meeting was closed at 9.04 pm.

**Next Meeting:** The next meeting of the Pokeno Community Committee is Monday 26 July 2021, 7.00 pm at the Pokeno Community Hall.

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**Open Meeting**

<b>To</b>	Pokeno Community Committee
<b>From</b>	Ric Odom Chairperson
<b>Date</b>	19 July 2021
<b>Prepared by</b>	Lynette Wainwright Democracy Advisor
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0516
<b>Report Title</b>	Notice of Appeal from Gull New Zealand Ltd

**1. EXECUTIVE SUMMARY**

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The Notice of Appeal from Gull New Zealand Ltd is attached for the Committee's information.

**2. RECOMMENDATION**

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**THAT** the report from the Chairperson be received.

**3. ATTACHMENTS**

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Notice of Appeal from Gull New Zealand Ltd

IN THE ENVIRONMENT COURT  
AUCKLAND REGISTRY  
I TE KŌTI TAIAO O AOTEAROA  
TE ROHE O TĀMAKI MAKAURAU

**ENV-2021-AKL-**

**IN THE MATTER** of the Resource Management Act  
1991 (the **Act**)

**A N D**

**IN THE MATTER** of an appeal pursuant to section 120  
of the Act

**BETWEEN** **Gull New Zealand Limited**

**Appellant**

**A N D**

**Waikato District Council**

**Respondent**

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**NOTICE OF APPEAL**

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**HOLLAND BECKETT**  
L A W

525 Cameron Road  
DX HP40014  
Private Bag 12011  
Tauranga 3143  
Telephone: (07) 578 2199  
Facsimile: (07) 578 8055

Solicitor: Vanessa Hamm  
Laura Murphy

Email: [vanessa.hamm@hobec.co.nz](mailto:vanessa.hamm@hobec.co.nz)  
[laura.murphy@hobec.co.nz](mailto:laura.murphy@hobec.co.nz)

**TO:** The Registrar  
Environment Court  
**AUCKLAND**

1. The appellant appeals part of a decision on an application for resource consent for a 24 hour fully automated service station at 68-72 Great South Road, Pokeno (**the application**).
2. The appellant is the applicant. The appellant received notice of the Council's decision on the application on 16 June 2021.
3. The decision was made by the Waikato District Council.
4. The appellant has the right to appeal the decision under section 120 of the Act. The decision to which this appeal relates is not one of those activities excluded by section 120(1A) or (1B) of that Act.
5. The appellant is not a trade competitor for the purposes of section 308D of the Act.
6. The part of the decision the appellant is appealing is the inclusion of condition 10 on the decision which states that "the Consent Holder shall not operate the service station until the intersection of Great South Road and Pokeno Road has been upgraded to a signalised intersection and is operational as such" (**condition 10**).
7. The land affected is 68-72 Great South Road, Pokeno (Lot 41 DP 19787 – RT NA899/187). The Council's reference number for the application is LUC0329/20.

### Reasons for appeal

8. The reasons for the appeal are as follows:
  - (a) That condition 10 is not an appropriate condition as required by section 108 of the Act;
  - (b) That the inclusion of condition 10 on the resource consent is not supported by the expert evidence given by the applicant which concluded that the service station could operate satisfactorily in the existing traffic environment;
  - (c) That the inclusion of condition 10 on the resource consent is not supported by the expert evidence given by the Waikato District Council in support of its section 42A report which concluded that the service station would have no more than minor transport effects in the existing traffic environment subject to conditions which did not include condition 10; and
  - (d) That the imposition of condition 10 does not promote sustainable management as required by the Act.

### Relief sought

9. The relief sought by the appellant is the deletion of condition 10 from the decision.
10. The appellant attaches the following documents to this notice:
  - (a) A copy of the appellant's application ("**Attachment A**");

- (b) A copy of the relevant decision ("**Attachment B**"); and
- (c) A list of names and addresses of persons to be served with a copy of this notice ("**Attachment C**").

**Signature:**



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Vanessa Hamm  
Counsel for Appellant

**Date:** 7 July 2021

**Address for service of  
Gull New Zealand Limited:**

Vanessa Hamm  
c/- Holland Beckett Law  
525 Cameron Road  
Private Bag 12011  
Tauranga 3143

**Telephone:**

(07) 578 2199

**Fax:**

(07) 578 8055

**Email:**

[vanessa.hamm@hobec.co.nz](mailto:vanessa.hamm@hobec.co.nz)  
[laura.murphy@hobec.co.nz](mailto:laura.murphy@hobec.co.nz)

**Contact person:**

Vanessa Hamm  
Laura Murphy

**Advice to recipients of copy of notice of appeal***How to become party to proceedings*

You may be a party to the appeal if, -

- (a) within 15 working days after the period for lodging a notice of appeal ends, you lodge a notice of your wish to be a party to the proceedings (in form 33) with the Environment Court and serve copies of your notice on the relevant local authority and the appellant; and
- (b) within 20 working days after the period for lodging a notice of appeal ends, you serve copies of your notice on all other parties.

Your right to be a party to the proceedings in the court may be limited by the trade competition provisions in section 274(1) and Part 11A of the Resource Management Act 1991.

You may apply to the Environment Court under section 281 of the Resource Management Act 1991 for a waiver of the above timing or service requirements (see form 38).

*How to obtain copies of documents relating to appeal*

The copy of this notice served on you does not attach a copy of the relevant application and the relevant decision. These documents may be obtained, on request, from the appellant.

*Advice*

If you have any questions about this notice, contact the Environment Court in Christchurch.

**Attachment A**

**Applicant's Application**



**Attachment B**

**Decision of the respondent**

## Attachment C

## Names and addresses of submitters to be served with copy of appeal

Waikato District Council Private Bag 544 Ngaruawahia 3742 <a href="mailto:gavin.ion@waidc.govt.nz">gavin.ion@waidc.govt.nz</a> <a href="mailto:milan.covic@waidc.govt.nz">milan.covic@waidc.govt.nz</a>	Ronel Jacobs 57 Mark Ball Drive Pokeno 2402 <a href="mailto:rpi.jacobs1@gmail.com">rpi.jacobs1@gmail.com</a>	Pink Lotus Holdings Limited 25 Market Street Pokeno <a href="mailto:pinklotusholdings@gmail.com">pinklotusholdings@gmail.com</a>
Pokeno Community Committee 6 McNeish Place Pokeno 2402 <a href="mailto:ricodom@xtra.co.nz">ricodom@xtra.co.nz</a>	Wendy and Shane Harrod 13A Pokeno Road Pokeno 2472 <a href="mailto:pokenoharrods@gmail.com">pokenoharrods@gmail.com</a>	Kenneth and Patricia Graham PO Box 179 Pokeno 2440 <a href="mailto:hitchen201@gmail.com">hitchen201@gmail.com</a>
Amarpal Singh Khera 62 Great South Road Pokeno 2440 <a href="mailto:Amarpalkherai@yahoo.co.nz">Amarpalkherai@yahoo.co.nz</a>	Donald McIntosh PO Box 85 Pokeno 2402 <a href="mailto:mcintoshfam@xtra.co.nz">mcintoshfam@xtra.co.nz</a>	Dominic Toon 1 Ulcoats Lane Pokeno 2402 <a href="mailto:djptoon@gmail.com">djptoon@gmail.com</a>
Todd McIntosh PO Box 6 Pokeno 2440 <a href="mailto:btmcintosh@xtra.co.nz">btmcintosh@xtra.co.nz</a>	Michael and Amanda Holroyd 73 Great South Road Pokeno 2402 <a href="mailto:mike.holroyd@gmail.com">mike.holroyd@gmail.com</a>	Emma Tucker 53 Mark Ball Drive Pokeno 2402 <a href="mailto:emmaltucker@hotmail.com">emmaltucker@hotmail.com</a>
Ravinder Tiku 31 Halberg Street Papakura Auckland 2110 <a href="mailto:tikuravi1@gmail.com">tikuravi1@gmail.com</a>	John and Helen Clotworthy 59A Pirrit Road Pokeno <a href="mailto:helen@pokenobacon.co.nz">helen@pokenobacon.co.nz</a>	Allen Grainger 11 McIntosh Drive Kowhai Downs 2471 <a href="mailto:allen_grainger@outlook.com">allen_grainger@outlook.com</a>

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**Open Meeting**

<b>To</b>	Pokeno Community Committee
<b>From</b>	Vishal Ramduny Acting General Manager Community Growth
<b>Date</b>	15 July 2021
<b>Prepared by</b>	Karen Bredesen PA to the General Manager Service Delivery
<b>Chief Executive Approved</b>	Y
<b>Reference/Doc Set #</b>	PCC2021; GOV0516 / ECM # 3183071
<b>Report Title</b>	Pokeno Works and Issues Report – July 2021

**1. EXECUTIVE SUMMARY**

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This report is to update the Pokeno Community 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. ATTACHMENT**

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- Pokeno Community Committee's Works and Issues Report – July 2021

## PCCs Works and Issues Report – July 2021

#	Issue and Action	Area	Status Update
1	<p><b>FUNDING AND PARTNERSHIP UPDATE</b></p> <p><b>Action: 3 May 2021</b> Sports Park and Skatepark – Nick Johnson to report back to committee with feasibility study answers.</p>	Nick Johnson	Nick Johnson will provide a verbal update at the 26 July 2021 meeting.
2	<p><b>STREET LIGHTING ON MUNRO ROAD</b></p> <p><b>Action: 3 May 2021</b> Nick Johnson to follow up on poor street lighting on Munro Road.</p>	Nick Johnson/ Ross Bayer	<p>The missing lights in Pokeno will be installed this financial year.</p> <p>Following the presentation to the Committee at the 15 June 2021 meeting, weekly communication updates on current roadworks are being provided by Waikato District Alliance staff.</p> <p>An overview of roading projects is being prepared for the community and is scheduled to be distributed in August.</p>
3	<p><b>HEAVY TRAFFIC ON GREAT SOUTH ROAD</b></p> <p><b>Action: 3 May 2021</b> Council staff to respond to committee on how this is to be resolved.</p>	Roading, Ross Bayer	
4	<p><b>POKENO AND FORD ROADS REALIGNMENT</b></p> <p><b>Action: 3 May 2021</b> The committee requests Council to provide an overview of the plan for all proposed roading works for Pokeno, including details around each of the projects including proposed start and completion dates. It was suggested that a Road Show or similar be held to better inform Pokeno residents.</p>	Roading, Ross Bayer/Nick Johnson	
5	<p><b>LONG TERM PLAN UPDATE</b></p> <p><b>Action: 3 May 2021</b> Staff to provide an update.</p>	Nick Johnson	
6	<p><b>PUBLIC TRANSPORT – HAMILTON TO AUCKLAND CORRIDOR INITIATIVE</b></p> <p><b>Action: 3 May 2021</b> Staff to provide an update.</p>	Gareth Bellamy	<p><u>Bus Shelters</u></p> <p>Gareth has advised that bus shelters are installed within the district based on patronage data. This is done to ensure cost efficiencies. Council has three shelters to install in the district this financial year and five in the next (2021/2022) financial year. Once Gareth has received the patronage data he will produce a schedule of works which will identify which bus stops within the district that will be getting shelters and this will be shared with the Community Committee.</p>

## COMMUNITY PROJECTS TEAM UPDATE

As at 12 July 2021

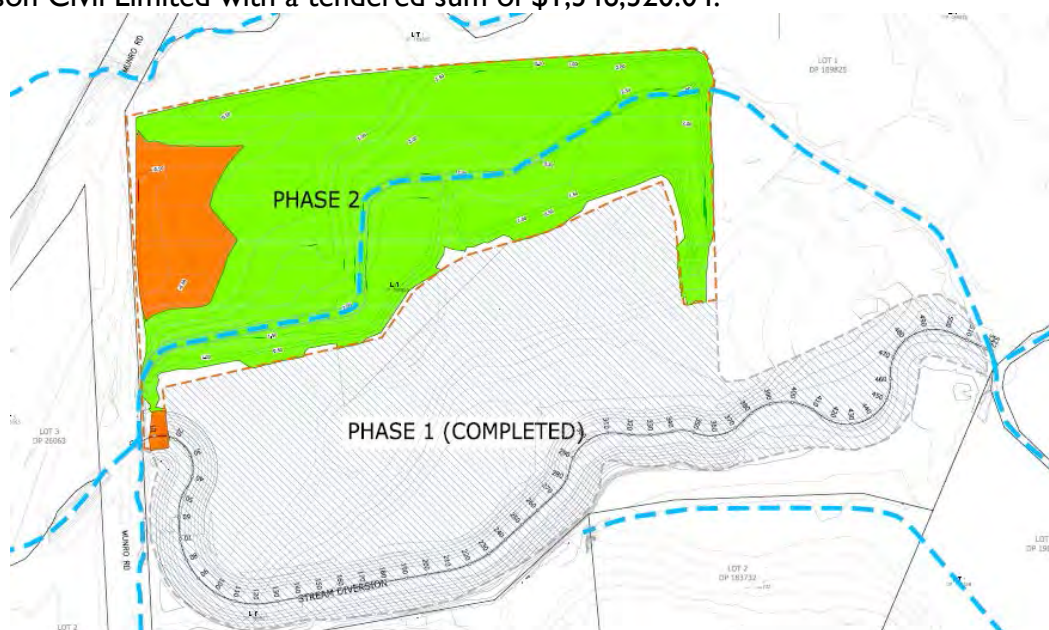
### Parks - Munro Road Sports Park

Planting in the Phase I area of the project has been carried out.



*Planting of the new stream alignment is complete.*

Contract 20/068 for Phase II was carried out as a two-stage tender process. Stage I involved requesting Registrations of Interest (ROI). These were evaluated and suitable applicants invited to participate in stage 2, Request for Tender (RFT), for earthworks for the northern portion of the sports park. The evaluations are complete and the contract awarded to Gleeson Civil Limited with a tendered sum of \$1,346,320.04.



*Phase II plans showing cut area (orange) and fill area (green).*

Work is planned to commence Monday, 4 October 2021 and is expected to take 16 weeks. All works are to be completed by 4 March 2022.

### **Cemeteries - Whangarata Cemetery Development**

Final asphaltting is complete and the contract has reached Practical Completion. There is some work still to be done at the entranceway following repair of a watermain damaged by electrical undergrounding contractors. This has been separated out from the contract.



*Asphalt is complete on the access road. Vegetation is establishing.*

Roadmarking is to be done as well as removal of sediment and erosion controls once grass and vegetation has established before the contractor can demob from the site.

### **Pokeno Toilet Replacement**

Final review of the standard toilet design is complete, and Registrations of Interest (ROI) are complete with a shortlist for contractors to be invited for the Request for Tender (RFT).

Final costings of the design is being carried out by Quantity Surveyors (QS), and an application for building consent will be submitted in the coming weeks.

The RFT is being developed complete with contract and schedule for four toilets including the Pokeno toilet replacement.

Once the contract has been awarded, the design options (exterior cladding materials and colour) will be consulted on.

### **Pokeno Main Street Upgrade**

The Community Projects team has been assigned to deliver the design and construction of the Main Street Upgrade from Market St intersection to Walter Rogers Rd with a budget of \$1.2M.

Construction is programmed for the summer period. Consultation will be undertaken through the Community Committee during design, and into construction.

### **Munro Rd / Pokeno Rd Intersection**

This project is expected to be built this summer construction season. Designs will be provided for review through the design process.

### **Roading Design Works**

Design will get underway for the roading works planned in the next few years, including:

- Pokeno Rd – Bridge to Munro Rd Corridor Upgrade
- Great South Road / Pokeno Rd Intersection
- Helenslee Rd – Munro Rd to SH1 Interchange
- Munro Rd One Lane Bridge (construction currently scheduled for 2024/25)

Designs will be provided for review as they develop.

### **Culvert Works**

Culvert upgrades are scheduled for this summer construction season on Munro Rd (aligns with new stream alignment, and Ford Rd.

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**Open Meeting**

<b>To</b>	Pokeno Community Committee
<b>From</b>	Tony Whittaker Chief Operating Officer
<b>Date</b>	12 July 2021
<b>Prepared by</b>	Sharlene Jenkins Executive Assistant
<b>Chief Executive Approved</b>	Y
<b>Reference/Doc Set #</b>	GOV0516
<b>Report Title</b>	Fourth Quarter Service Request Report

**1. EXECUTIVE SUMMARY**

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To update the Committee on the Fourth Quarter Service Request Report to 30 June 2021.

**2. RECOMMENDATION**

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**THAT** the report from the Chief Operating Officer be received.

**3. ATTACHMENTS**

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Fourth Quarter Service Request Report for Pokeno Community Committee



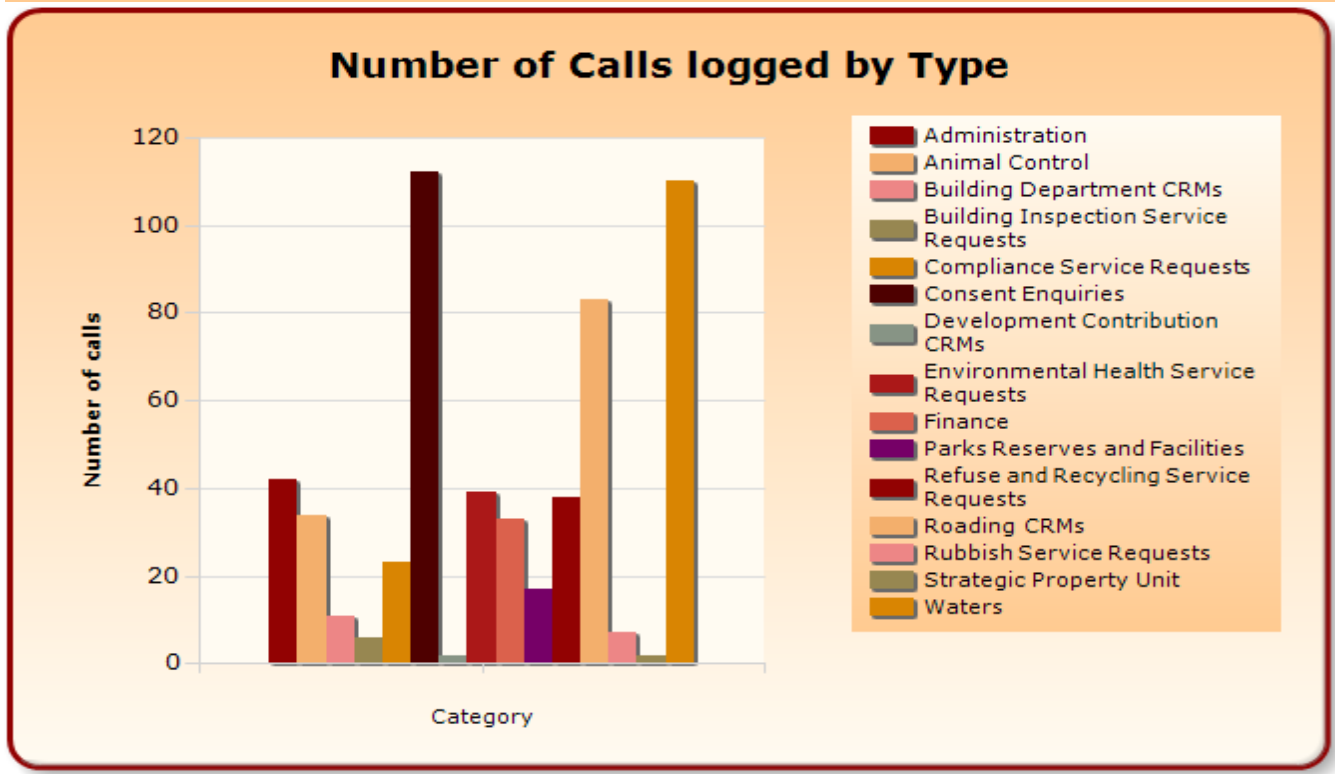
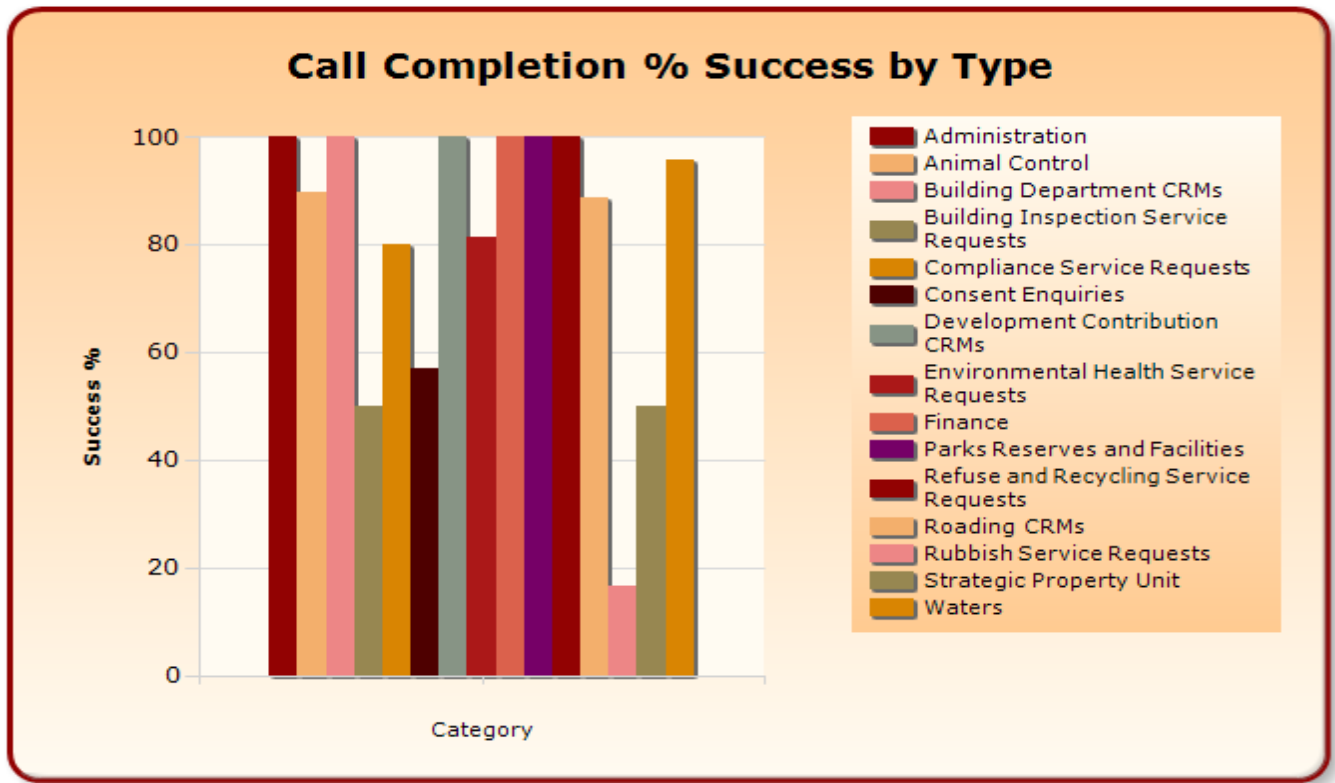
# Service Request Time Frames for POKENO Community Committee

Date Range: 01/04/2021 to 30/06/2021

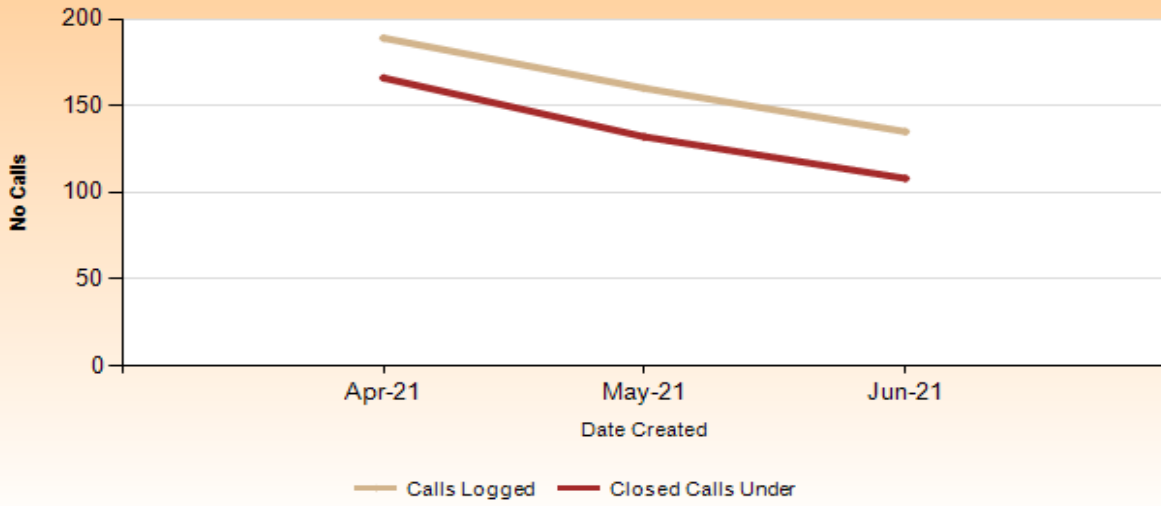


The success rate excludes Open Calls as outcome is not yet known.

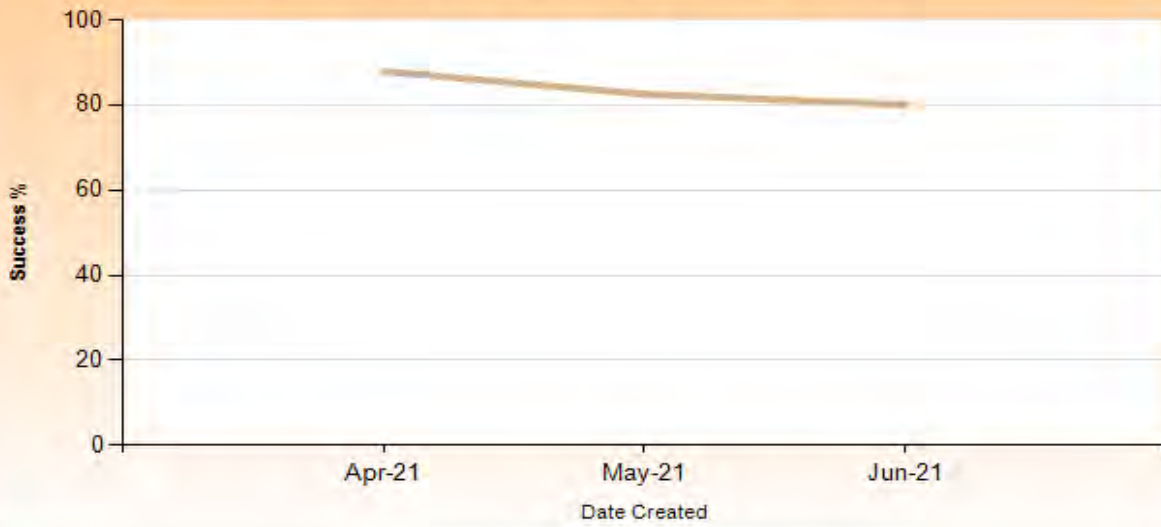
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### Volume of Calls Closed vs Calls Closed in Time



### Completion Success per month



		Open			Closed		
Closed Calls are those calls logged during the time period that are now closed.	Open Calls are all the calls open and may have been logged at any time.	Number of Calls	Open		Closed		Success Rate
			Open Calls Over	Open Calls Under	Closed Calls Over	Closed Calls Under	
<b>Administration</b>							
	<b>Summary</b>	42	1			41	100.00%
	Pro rated rates for the period xx to xx	42	1			41	100.00%
<b>Animal Control</b>							
	<b>Summary</b>	34	3	2	3	26	89.66%
	Animal Charges	3		1		2	100.00%
	Dog Property Visit	7	1		2	4	66.67%
	Dog Straying - Current	7	1		1	5	83.33%
	Dog Straying - Historic	1	1				0.00%
	Dog/Animal Missing	3				3	100.00%
	Dogs Aggression - Current	5				5	100.00%
	Dogs Aggression - Historic	1				1	100.00%
	Dogs Barking Nuisance	6		1		5	100.00%
	Livestock Trespassing - Current	1				1	100.00%
<b>Building Department CRMs</b>							
	<b>Summary</b>	11		4		7	100.00%
	Building near any Pipe/Infrastructure may req CCTV	5		4		1	100.00%
	PEO General Enquiry	6				6	100.00%
<b>Building Inspection Service Requests</b>							
	<b>Summary</b>	6			3	3	50.00%
	Building Inspection Service Requests	6			3	3	50.00%
<b>Compliance Service Requests</b>							
	<b>Summary</b>	23	9	4	2	8	80.00%
	Compliance - Animal Bylaw	2		1		1	100.00%
	Compliance - Unauthorised Activity	18	9	3		6	100.00%
	Illegal parking	3			2	1	33.33%
<b>Consent Enquiries</b>							
	<b>Summary</b>	112		3	47	62	56.88%
	Planning Process	4			1	3	75.00%
	Property Information Request	28			1	27	96.43%
	Rural Rapid Number assignment & purchase of plates	4				4	100.00%
	Zoning and District Plan Enquiries	76		3	45	28	38.36%
<b>Development Contribution CRMs</b>							
	<b>Summary</b>	2				2	100.00%
	Development Contribution Enquiries	2				2	100.00%

<b>Environmental Health Service Requests</b>	<b>Summary</b>	<b>39</b>		<b>1</b>	<b>7</b>	<b>31</b>	<b>81.58%</b>	
	Environmental Health Complaint	1				1	100.00%	
	Noise Complaint - Environmental Health	3		1		2	100.00%	
	Noise complaints straight to contractor	35			7	28	80.00%	
<b>Finance</b>	<b>Summary</b>	<b>33</b>		<b>1</b>		<b>32</b>	<b>100.00%</b>	
	Credit Control Query	23		1		22	100.00%	
	Rates query	10				10	100.00%	
<b>Parks Reserves and Facilities</b>	<b>Summary</b>	<b>17</b>	<b>1</b>	<b>1</b>		<b>15</b>	<b>100.00%</b>	
	Parks & Reserves - Graffiti	2	1			1	100.00%	
	Parks & Reserves - Reserve Issues	14		1		13	100.00%	
	Parks & Reserves-Council owned buildings on reserv	1				1	100.00%	
<b>Refuse and Recycling Service Requests</b>	<b>Summary</b>	<b>38</b>	<b>1</b>	<b>1</b>		<b>36</b>	<b>100.00%</b>	
	Inorganic Non-Collection	3				3	100.00%	
	New collections	4	1	1		2	100.00%	
	Recycling Not Collected	9				9	100.00%	
	Refuse - Non-Collection	18				18	100.00%	
	Refuse & Recycling Contractor Complaints	3				3	100.00%	
	Refuse & Recycling Enquiries	1				1	100.00%	
<b>Roading CRMs</b>	<b>Summary</b>	<b>83</b>	<b>1</b>	<b>28</b>	<b>6</b>	<b>48</b>	<b>88.89%</b>	
	Footpath Maintenance - Non_Urgent	2			1	1	50.00%	
	New Vehicle Entrance Request	52		14		38	100.00%	
	Request 4 new street light path sign etc	2		2			0.00%	
	Road Culvert Maintenance	1		1			0.00%	
	Road Marking Sign & Barrier Maint Marker Posts	2		1		1	100.00%	
	Road Safety Issue Enquiries	2		2			0.00%	
	Roading Work Assessment Required - OnSite 5WD	13		6	4	3	42.86%	
	Routine Roding Work Direct to Contractor 5WD Comp	2		1		1	100.00%	
	Street Light Maintenance	2		1		1	100.00%	
	Urgent Roding Work 4Hr Response	2	1			1	100.00%	
	Vegetation Maintenance	3			1	2	66.67%	
	<b>Rubbish Service Requests</b>	<b>Summary</b>	<b>7</b>		<b>1</b>	<b>5</b>	<b>1</b>	<b>16.67%</b>
		Abandoned Vehicle	1			1		0.00%
Illegal Rubbish Dumping		4		1	2	1	33.33%	
Inorganic Non-Collection		2			2		0.00%	
<b>Strategic Property Unit</b>	<b>Summary</b>	<b>2</b>			<b>1</b>	<b>1</b>	<b>50.00%</b>	
	Paper Roads Enquiries CRM	2			1	1	50.00%	

<b>Waters</b>							
<b>Summary</b>		<b>110</b>	<b>4</b>	<b>9</b>	<b>4</b>	<b>93</b>	<b>95.88%</b>
3 Waters Enquiry		7		1	2	4	66.67%
3 Waters Safety Complaint - Non Urgent		1				1	100.00%
Drinking water billing		1				1	100.00%
Drinking Water Final Meter Read		72		6		66	100.00%
Drinking Water Major Leak		1				1	100.00%
Drinking Water minor leak		7	1		1	5	83.33%
Drinking Water quality		5		2		3	100.00%
Drinking Water Quantity/Pressure		3				3	100.00%
Fix Water Toby		3	1			2	100.00%
New Drinking Storm Waste water connections		1				1	100.00%
No Drinking Water		3				3	100.00%
Wastewater Overflow or Blocked Pipe		3			1	2	66.67%
Waters - Waste water new connection request		1				1	100.00%
Waters Pump Station jobs - only for internal use		2	2				0.00%
<b>Total</b>		<b>559</b>	<b>20</b>	<b>55</b>	<b>78</b>	<b>406</b>	<b>83.88%</b>



**POKENO COMMUNITY COMMITTEE SCHEDULE**

<b>Initial Date</b>	<b>Responsibility</b>	<b>Action/Comment</b>	<b>Planned Completion</b>	<b>Date Completed</b>
April 2021	PCC	Attend PCC meetings	Ongoing	
May 2021	Strategy & Growth	Establish Trust or Incorporated Society	June 2021	
June 2021	Finance	Establish Bank Account	June 2021	
April 2021	Facilities	Upgrade recreation club area	December 2021	
April 2021	Facilities	Determine Munro Sports Park facilities	December 2023	
April 2021	Strategy & Growth	Implement strategic plan	Ongoing	
April 2021	Strategy & Growth	Consider developing annual plan	August 2021	
May 2021	Communications	Update Pokeno website	December 2021	
April 2021	Communications	Regular Facebook page updates	Ongoing	
Yearly	Events	ANZAC Day	April	
Yearly	Events	Christmas Parade	December	