



Agenda for a meeting of the Pokeno Community Committee to be held in the Pokeno Community Hall, Corner Great South Road and Market Street, Pokeno on **MONDAY, 19 JUNE 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 Monday, 8 May 2023

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5. PUBLIC FORUM

6. CORRESPONDENCE

6.1 Inwards

6.2 Outwards

7. REPORTS

7.1 Councillors Report

Written

7.2 Update on Upper Northern Waikato Railway Station Indicative Business Case

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7.3 Levels of Service Schedule for the Pokeno Area

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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 Other Business
 - 7.5.1 Future Pokeno Strategy

8. PCC ACTION LIST

- 8.1 Works & Issues Report

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9. KEY WORK PROGRAMMES

- 9.1 Main Street Upgrade
- 9.2 Pokeno Sports Park
- 9.3 Market Street Hub
- 9.4 Toilet Block Renewal

10. GENERAL BUSINESS

GJ Ion
CHIEF EXECUTIVE

To	Pokeno Community Committee
Report title	Confirmation of Minutes
Date:	Monday, 12 June 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 a meeting of the Pokeno Community Committee held on Monday, 8 May 2023.

2. Staff recommendations

Tuutohu-aa-kaimahi

THAT the minutes for a meeting of the Pokeno Community Committee held on Monday, 8 May 2023 be confirmed as a true and correct record.

3. Attachments

Ngaa taapirihanga

Attachment 1 – PCC Minutes, Monday, 8 May 2023.

POKENO COMMUNITY COMMITTEE

Minutes of the meeting of Pokeno Community Committee held on Monday 08 May 2023 at 7.00 pm at Pokeno Hall.

Present:

Allen Grainger (Chair), Helen Clotworthy (Deputy Chair), Ginny Bullock (Secretary), Ric Odom, Barry Birchall, Tricia Burns, Bronwyn Heath
Mayor Jacqui Church

Councillors: Kandi Ngataki, Vern Reeve, Peter Thomson

Visitors: Jim Ebenhoh (WDC), Ellen Wilson (WDC), Joel McKinley (Havelock Holdings), Bridget Gilbert (Havelock Holdings), Constable Lorraine Borrell, Doug Rowe (Pokeno Community Patrol), various members of the public

Apologies

Clive Morgan, Janet Baillie, Cecilia Heta, Cr Matatahi-Poutapu,
Moved Allen Grainger
Seconded Helen Clotworthy

Confirmation of Status of Agenda

Moved Ginny Bullock
Seconded Ric Odom

Confirmation of previous minutes 27 March 2023

Moved Bronwyn Heath
Seconded Tricia Burns

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

Joel McKinley and Bridget Gilbert from Havelock Holdings presented a concept plan for Havelock Precinct in Pokeno

Bridget discussed “hidden” land on south side of Pokeno not seen from the village. She detailed RL100 area, primary and secondary ridgelines, plantings/greenways (parks)), cycle/walkways connecting different vegetation (fast growing to start with combined with slower growing native species) of hilltops and cultural landscapes

Havelock envisages land blocks of 2500 sqm with minimum of 25% native vegetation control covenants to be included on title. Single storey buildings only

Use vegetation to reinforce backdrop. She referred to the view from Helenslee Road motorway overbridge and from the main street past Yashili

Ric Odom commented that Pokeno is a village in a rural setting and it is essential to protect rural outlook all around. He acknowledged effort by Havelock to live up to Pokeno residents’ requirements

Bronwyn Heath asked about the timeline and was advised mid-term 5-10 years to start

Helen Clotworthy asked about plantings. She was advised that various planting options will be made for community suggestions mid-2024.

Bridget and Joel were thanked by the committee for their presentation

CORRESPONDENCE

In:

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

Out: Nil

REPORTS

Councillors’ reports

Cr Kandi Ngataki advised that she has been busy in council. She acknowledged Allen Grainger and Helen Clotworthy for attending meetings at WDC recently. She advised the “Vision for Pokeno” councillor meetings in Pokeno and Tuakau. She also advised that roading-engaged communications are in place for bike trials.

Mayor Church added that the Pokeno Blueprint will be forwarded to committee members shortly

Works and Issues

WDC report

Jim Ebenhoh advised that submissions for Freedom Camping Bylaw amendment should be at Council by 19 May.

Ric Odom asked for an extension as 19 May was insufficient time and was told that end-May should be ok

There was a discussion about illegal camping at the Tennis club

He also talked about road naming and street names. Helen Clotworthy moved that 3 names as suggested in Option 1 in each case be accepted

This was seconded by Ric Odom

Ellen Wilson (WDC) to Liaise with Helen re road names

Jim also briefly outlined points in the Agenda, in particular Main Street, Pokeno. Wellington Street parking is being priced by WDC and entry/exit for truck stop is still be investigated.

A discussion took place regarding streetside vendors. Approximately half the land is owned by Countdown and half by WDC. The bylaw covers the WDC land but if vendors have permission from the supermarket, there is little that can be done.

SUB-COMMITTEE REPORTS

Strategy and Growth

Ric Odom advised that the issues were covered in Jim Ebenhoh's Keyword Report above

Finance

Helen's report attached



PCC Finance Report
28 March 2023 - 8 M

She has sent an invoice to council for administrative account.

Helen asked for committee's approval to open a special account for funds from WDC to cover cost of demolished oak tree which was approved unanimously

Moved Helen Clotworthy
Seconded Ginny Bullock

Communications

Helen's report attached



Pokeno Community
Communication Rep

Moved Helen Clotworthy
Seconded Ric Odom

Facilities

Pokeno Sports Park Stage 2

PCC members were invited last week to inspect the works so far. They were informed that at least 10 days of clear weather is required to finish the transportation of truckloads of fill which will then be transferred to the park.

Events

Allen Grainger advised the re following events

"Round the Pokeno" Fun run/walk was very successful and another is planned for 2024

Anzac Day Parade 25 April 2023 was well represented with wreaths presented by various community groups

Santa Parade 2023 is 8 December 2023 at 6.30 pm

Tennis Club

Bronwyn Heath advised that club is practically finished with just a few minor works to be completed

Courts are open to the public and she is looking for instructors for tennis and futsal

A plaque is planned to show as many names of original members as can be found

Community Patrol Report from Doug Rowe

It has been fairly quiet since the last report.

Illegal campers referred to police

If anything illegal is seen, report it to police on 105 or if urgent 111

Still looking for more volunteers

NEIGHBOURING COMMITTEE REPORTS

None

KEY WORKS PROGRAMMES**Pokeno Main Street**

90 degree parking is approved for Wellington Street. Work will commence in about 4 weeks

Ginny Bullock again raised speed limits in Pokeno and asked for the limits to be painted on the roads

Sports Park

Earthworks to be completed by end-May subject to weather

Drainage/stormwater works to be completed by October 2023

Investigations being undertaken to widen Munro Road and bridge

Car park works will then be commenced as this has to be completed by March 2024 or approval will have to be reapplied for as permit will expire.

Access from Helenslee Road (adjacent to No 55). Joel to speak with Glyn Morgan, Open Spaces Team Head regarding this

New Toilet Block

This should be completed by end July 2023 with work for Elliott Park to follow.

Tenders closed 12 May

OTHER BUSINESS

A question was raised about new cameras for Pokeno and was advised that these will be looked at when Main Street lighting is installed

Also broken power pole on main street will be fixed when main street works are completed.

As there was no further business. Meeting closed at 8.45 pm. Next meeting as follows

- Monday, 19 June 2023
- Monday, 31 July 2023
- Monday, 11 September
- Tuesday, 24 October
- Monday, 4 December

Open Agenda

To	Pokeno Community Committee
Report title	Update on Upper Northern Waikato Railway Station Indicative Business Case
Meeting date:	19 June 2023
Report author:	Vishal Ramduny, Strategic Initiatives and Partnerships Manager
Authorised by:	Clive Morgan, Community Growth General Manager

1. Purpose of the report Te Take moo te puurongo

For the Pokeno Community Committee to receive an update on Upper Northern Waikato Railway Station Indicative Business Case.

2. Report Puurongo

The update is contained in the attachment.

3. Recommendations Tuutohu-aa-kaimahi

THAT the Pokeno Community Committee receives the update on the Upper North Island Railway Station Indicative Business Case report.

4. Attachments Ngaa taapirihanga

Attachment: Update on Upper Northern Waikato Railway Station Indicative Business Case



Te Huia Passenger Rail Upper North Waikato Stations

Presentation to Waikato District Council

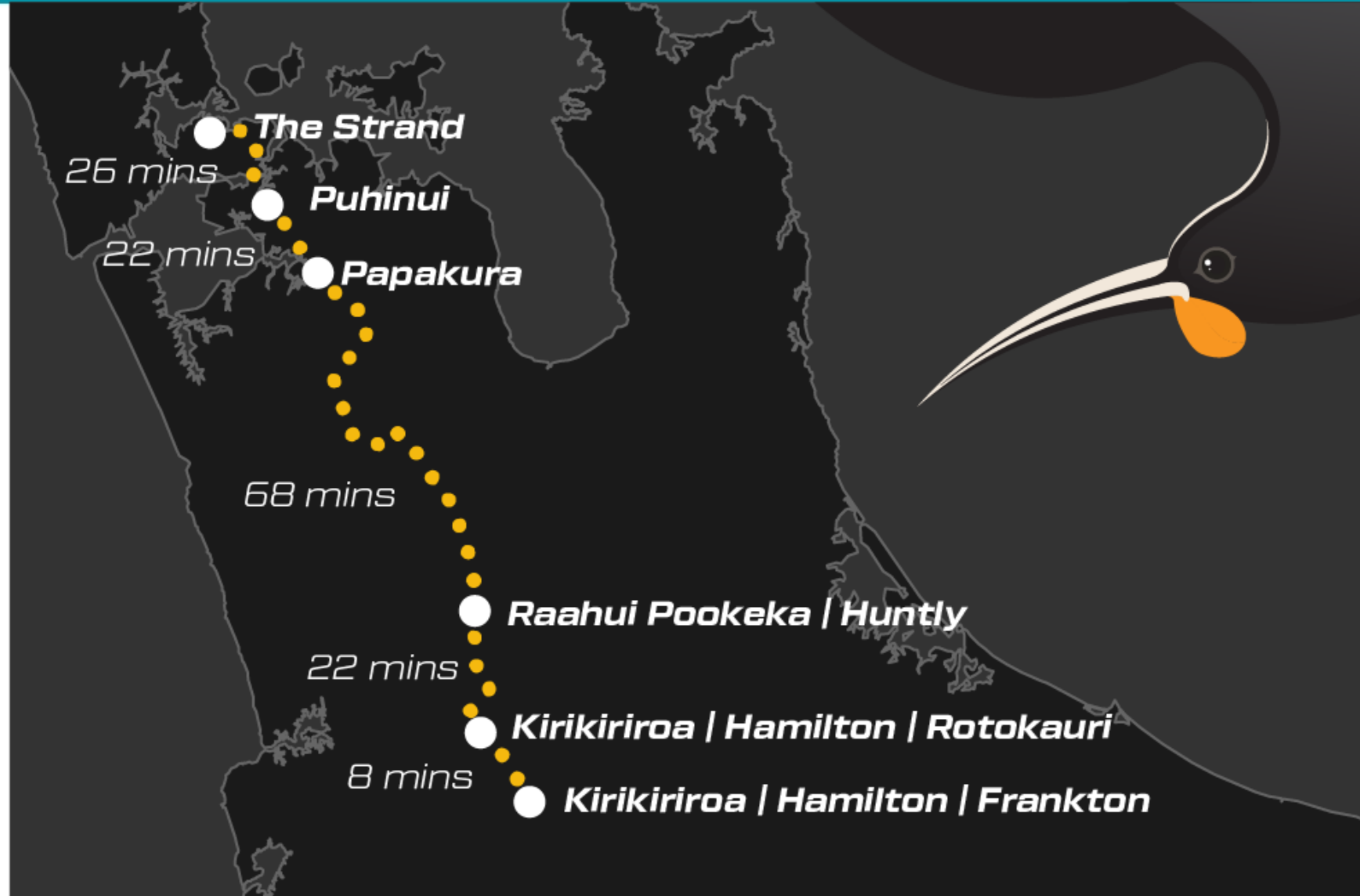
29th May 2023

waikatoregion.govt.nz



Introduction

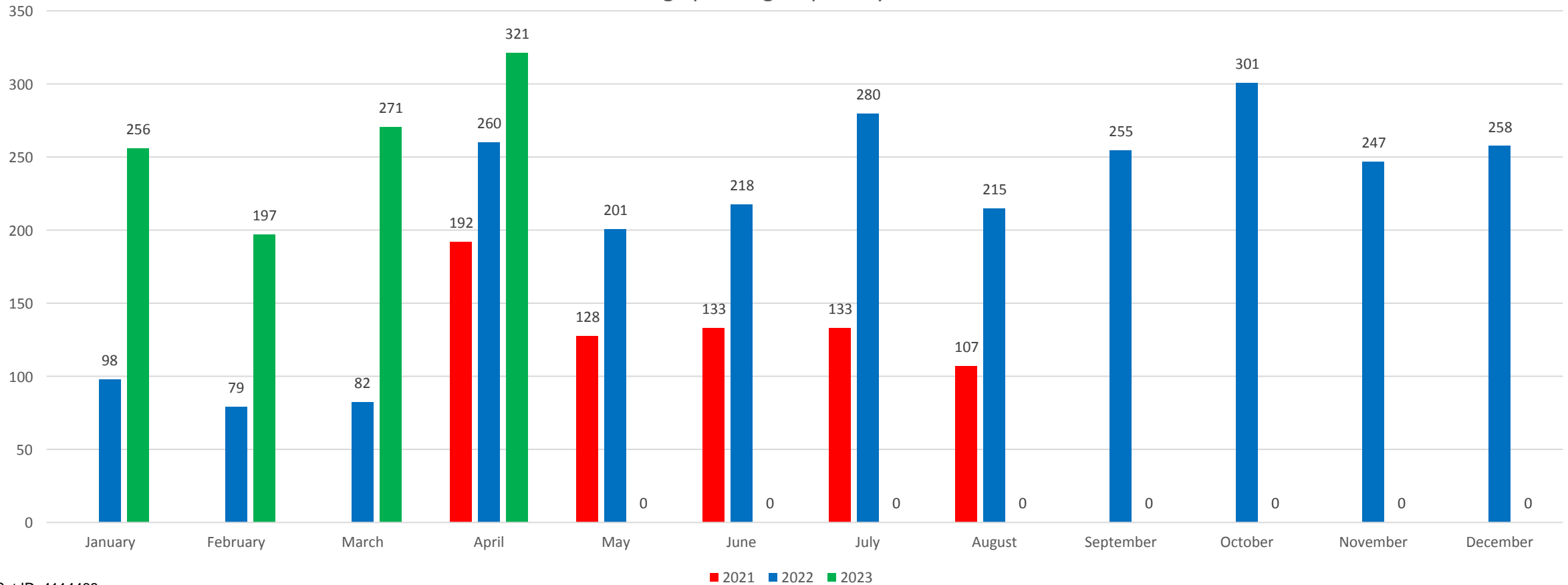
- Te Huia is a passenger rail service.
- Launched April 2021
(COVID led to hiatus Aug-21 to late Jan-22)
- Recently celebrated 100,000th passenger



Average weekday one-way demand

Target: Year 1 = 250 pax per day, Year 2 = 320 pax per day, Year 3 = 400 pax per day

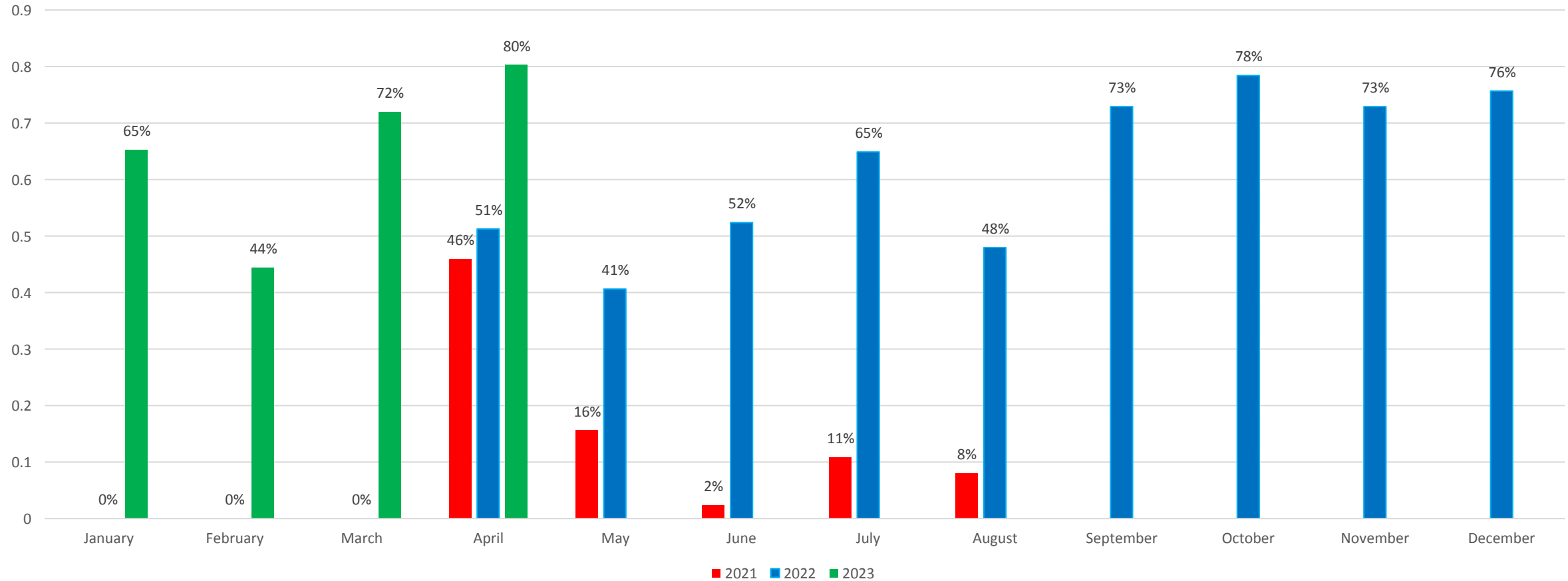
Te Huia passenger rail
Average passengers per day: Mon - Fri



Emissions

No specific target

Te Huia passenger rail
Percentage of trips where emissions are offset due to greater than 55 passengers on board

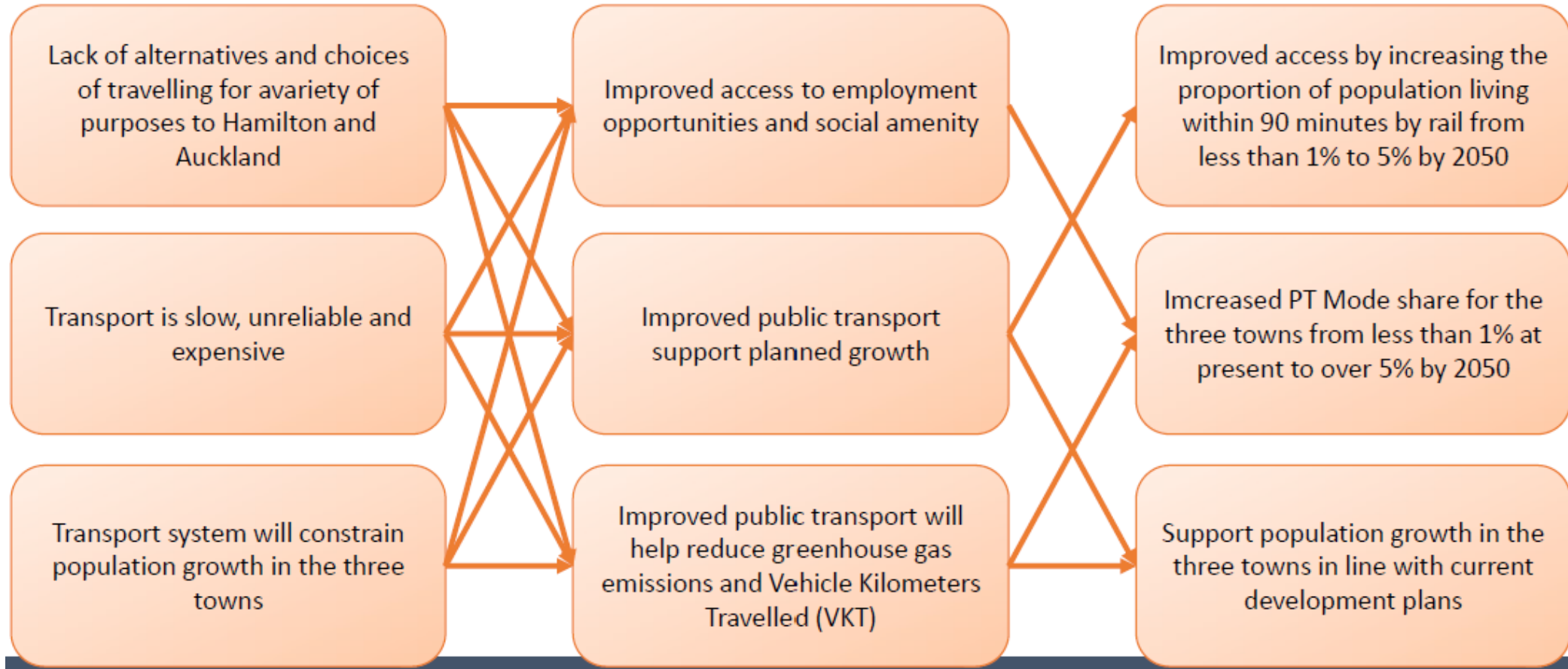


Upper North Waikato Stations Investigation¹⁵

- Indicative Business Case - an action from Te Huia SSBC, Waikato RPTP, and FutureProof
- Jointly funded by Waikato District Council & Waikato Regional Council, supported by Waka Kotahi
- Work commenced in February 2023, due for completion June 2023

Problems / Benefits / Investment Objectives

Draft – work still underway



Base Case

- Te Huia operates at existing Level of Service
 - **4 trains/day Mon-Fri; 2 on Saturday**
 - But temporary increased travel times assumed to end before stations open
- Existing Pōkeno-Pukekohe bus & new Pōkeno - Papakura service continues to operate
- Current growth plans as per WDC projections
- Auckland-Pōkeno-Huntly-Hamilton Intercity bus service continues to operate



Option development principles

Draft – work still underway

Te Huia is unlikely to be able to serve more than 1 new station (medium term) without adversely impacting on existing users

Extending Auckland Metro is not in scope / unlikely to arise in the next few years

Auckland Metro is unlikely to be attractive for trips from Te Kauwhata (even in the long term)

Improved bus services are unlikely to be a viable alternative to rail for travel between Te Kauwhata-Hamilton & between Pōkeno-Auckland

Short term enhancements to Te Huia's level of service are unlikely to be viable as a result of serving any new station, but may be viable in the medium/longer term.

Providing Tūākau & Pōkeno with a higher level of service could undermine use of Te Huia

Auckland is a more attractive destination for travel from Tūākau & Pōkeno than Hamilton

Hamilton is a more attractive destination for travel from Te Kauwhata

Huntly cannot have fewer trains as a result of the new stations

Options identified

Draft – work still underway

1*. Serve Tūākau, Pōkeno & Te Kauwhata by Te Huia

2*. Serve Tūākau and Pōkeno by Te Huia

3. Serve Pōkeno only by Te Huia

3A Serve Tuakau only by Te Huia

3B Serve Te Kauwhata only by Te Huia

4*, 5*, 6*. As 1-3 but with an enhanced Te Huia level of service

7. Serve Tūākau by extending Auckland Metro services

8. Serve Tūākau and Pōkeno by extending Auckland Metro services

9*. Improved bus services to 1, 2 or 3 stations

Long List Options

Draft – work still underway

3. Serve Pōkeno
by Te Huia

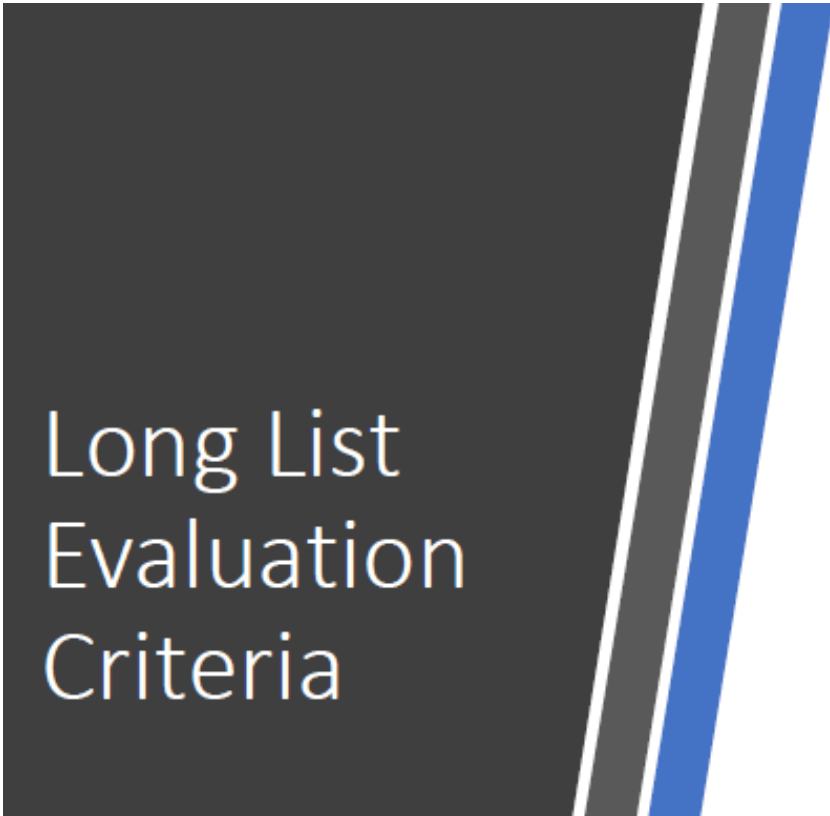
3A. Serve Tūākau
by Te Huia

3B. Serve Te
Kauwhata by Te
Huia

9A/B. Shuttle Bus
(Pōkeno-
Drury/Tūākau-
Pukekohe)

Upper North Waikato Stations Investigation

Draft – work still underway



- Operating Costs
- Capital Costs
- Likely Demand
- Competitiveness of Rail versus Car
- Competitiveness of Rail versus Feeder Buses

Short List Options

Draft – work still underway

3. Serve
Pōkeno by Te
Huia

3B. Serve Te
Kauwhata by
Te Huia

9A. Shuttle
Bus Pōkeno-
Drury

Upper North Waikato Stations Investigation²³

Draft – work still underway

Refined Short List Evaluation Criteria

Bus & Rail Operating Costs

Station Capital & Operating Costs

Demand/Revenue & Decongestion Impacts

Car Travel Times (including variability)

Competitiveness of Rail versus Car/Feeder Bus

Potential Developer Contributions

Station Designs / Consenting Issues

Social & Economic Impacts

Upper North Waikato Stations Investigation²⁴

Next Steps

- Completion of Multicriteria Analysis
- Confirm preferred option
- Document development
- Receive final report end June 2023
- Consider recommendations, next steps and timing as part of Long Term Plans and the Regional Land Transport Plan 2024-2034

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Costs

Activity	Approved Budget	Local Government	NZTA / Waka Kotahi	FAR
Procurement of Rolling Stock	\$877,500	\$0	\$877,500	100%
Refurbishment of Rolling Stock	\$19,007,732	\$0	\$19,007,732	100%
Locomotive Refurbishment	\$6,298,432	\$0	\$6,298,432	100%
Rail Maintenance Facility and Stabling	\$13,515,495	\$0	\$13,515,495	100%
Rotokauri Transport Hub	\$23,608,874	\$4,362,570	\$19,246,304	75.5% and 100%
Frankton Station	\$105,000	\$25,725	\$79,275	75.50%
Huntly Station	\$3,649,334	\$255,510	\$3,393,824	76% and 100%
Ticketing	\$386,176	\$94,613	\$291,563	75.50%
Wi-Fi	\$103,836	\$25,440	\$78,396	75.50%
WRC Programme Management	\$1,172,728	\$287,318	\$885,410	75.50%
ETP + Running Capability + push/pull	\$761,350	\$186,531	\$574,819	75.50%
Total	\$69,486,457	\$5,051,177	\$63,673,930	

Current / Future Challenges - 1

- Continuation of service after June 2024
 - End of five year trial
 - Waka Kotahi Board Condition – Two Year Review
 - Funding Assistance Rates – Enhanced or Normal?
 - ‘Continuous Programme’?
 - Delivery – status quo or attempt to add new services?
- New services / enhancements
 - Recent announcement about delay to launch of new services

Current / Future Challenges - 2

- Addendum to original Single Stage Business Case
 - Ensuring Te Huia can continue to access Auckland after opening of City Rail Link
 - Maintenance and renewal costs for next 10 - 30 years
 - Reconfirming the economic case
 - Rolling Stock Replacement

To	Pokeno Community Board
Report title	Levels of Services Schedule for the Pokeno area
Date:	19 June 2023
Report Author:	Karen Bredesen, EA to the General Manager Service Delivery
Authorised by:	Megan May, General Manager Service Delivery

1. Purpose of the report

Te Take moo te puurongo

To provide the Community Board with a Schedule of the Levels of Services offered for the Pokeno area. A copy is attached for the Board's information.

2. Executive summary

Whakaraapopototanga matua

In the past, there have been requests to develop a document identifying the Levels of Services provided for each main area in the Waikato District.

The Levels of Services Schedule is not an exhaustive list of services provided, but it includes the core maintenance works that are undertaken throughout the District. The Schedule will provide a better understanding of timeframes and when works are likely to be undertaken.

This document will be uploaded to Council's website.

3. Staff recommendations

Tuutohu-aa-kaimahi

That the Pokeno Community Committee receives the Levels of Service Schedule report.

4. Attachments

Ngaa taapirihanga



Levels of Service - Pokeno

Description of Work	Frequency/Dates Scheduled	Contractor
Bus Stops		
<ul style="list-style-type: none"> Install and maintenance (WDA maintain physical structure including windows) 	Repair as required and budget allows	WDA
<ul style="list-style-type: none"> Clean bus stops, seats, graffiti removal etc 	Monthly or as requested/required	OCS
Cemeteries		
Garden maintenance/Lawn mowing Weeding, mulch evenly distributed, garden edge trimmed, plant loss reported, litter collected	Weekly (Most areas in cemeteries are PM2 mowing/garden maintenance – fortnightly)	Citycare
Drainage Maintenance & Repairs (Including small culverts)		
<ul style="list-style-type: none"> Culvert maintenance (walkways) 	Monthly	Citycare
<ul style="list-style-type: none"> Road stormwater drainage (Waikato Regional Council if Regional drains) 	As required (reactive) and to programme if non urgent	WDA
Footpaths (Hard Surfaces)		
Maintenance & renewals (Urban & Rural) <i>Please note in accordance with the Grass Verge Policy the maintenance of all grass verges which includes grass growing over footpaths is the sole responsibility of the adjacent property owner.</i>	Trip hazards (Safety issues receive a temporary asphalt mix repair with permanent repair scheduled by WDA and prioritised based on available budget)	WDA
Gardens/Shrub Maintenance (Parks and reserves, street gardens – annual bedding plants, ecological sites, renewals, landscaping)		
	Weekly to Monthly (Varies depending on location)	Citycare
Graffiti Control It is not Council policy to remove graffiti from <u>private property</u> , however, we can help with a solution in most cases. Click here to report graffiti.		
<ul style="list-style-type: none"> Council owned assets and reserves 	As required (Weather dependent)	Citycare
<ul style="list-style-type: none"> Graffiti on or in toilets/bus stops 	Monthly/As required	OCS
<ul style="list-style-type: none"> Rural & Urban District-wide (WDA for local road structures and highway structures that can be seen from the local road). 	As required and as funding allows	WDA
Illegal Dumping		
	Reactive response for significant visible household illegal dumping	WDA or WDC (Compliance Team or Citycare)

Levels of Service - Pokeno

Description of Work	Frequency/Dates Scheduled	Contractor
Lighting		
<ul style="list-style-type: none"> Inground-lights (contractor varies depending on whether lights are roading, parks or other assets) 	As required (Reactive)	WDA or WDC or Cushman & Wakefield
<ul style="list-style-type: none"> Street Lights Maintenance & Repair in reserves, walkways, cycleways 	As required (Reactive)	Cushman & Wakefield
<ul style="list-style-type: none"> Street Lights Maintenance & Repair (including under veranda lighting) 	As programmed (Reactive)	WDA
<ul style="list-style-type: none"> Sports Lighting (Flood Lights) 	As required (Reactive)	Cushman & Wakefield
Line Marking – Sports Fields		
	<ul style="list-style-type: none"> 24 x per year As requested in the event application and sporting season (painted on grass pitch) Hard surface cricket pitches are done as required. Hard surface tennis / netball / basketball courts are done as unscheduled jobs as requested by WDC 	Citycare
Litter Control		
<ul style="list-style-type: none"> Roadside (Rural District-wide outside of 40km and 50km areas) 	Cyclic activity done when resource is available	WDA
<ul style="list-style-type: none"> Within Parks and Reserves (Depending on spec – LB1 – twice a day summer (once a day winter) / LB2 – Daily / LB3 – 3 times a week / LB4 – 3 times a week summer (once a week winter) / LB5 once a week / loose litter – once a week) 	Loose litter is picked up once a week all year round – additional pickups are done as requested as unscheduled works	Citycare
Mowing		
<ul style="list-style-type: none"> Street Verges and some drainage swales if in reserve and stormwater ponds – Urban (Adjacent to Council owned properties) 	Fortnightly (Varies, automated based on previous sign off/completion date)	Citycare
<ul style="list-style-type: none"> (Depending on spec – PM2 – weekly / PM3 – fortnightly / PM5 Fortnightly / PM4 – monthly / PM7 – 2 monthly) 		
<ul style="list-style-type: none"> Roadside - Rural (Both road verges and alongside footpaths/cycleways. WDA in non-urban areas outside 70km/hr zone) 	Once a year, any remaining budget allocated to second mow on main arterial roads	WDA
<ul style="list-style-type: none"> Parks & Reserves/Dog Parks (Depending on spec – PM2 – weekly / PM3 – fortnightly / PM5 Fortnightly / PM4 – monthly / PM7 – 2 monthly) 	Fortnightly	Citycare
Playground Structures – Maintenance		
	26 x per year	Citycare

Levels of Service - Pokeno

Description of Work	Frequency/Dates Scheduled	Contractor
	Fortnightly visual inspections Monthly mechanical inspections (Depending on Spec – some are checked fortnightly, others are checked weekly)	
Pump Stations	Annual electrical and mechanical inspection – February/March	Watercare
Roading		
<ul style="list-style-type: none"> Road maintenance 	As required (Reactive and to programme timeframe if non urgent)	WDA
<ul style="list-style-type: none"> Road upgrades 	Scheduled projects within the Long Term Plan	WDA
Rubbish/Litter Bins - Clearance		
<ul style="list-style-type: none"> <u>Roadside</u> <ul style="list-style-type: none"> Roadside rubbish bins are emptied every day and the big belly bins have notification system when they are full and are emptied by the Alliance as part of the run. The team who empty the litter bins daily also clean around the bins and collect litter from the kerb and channel while on site. This occurs predominately in CBD areas as that is where the bins are located. 	Daily (up to 3x per day)	WDA
<ul style="list-style-type: none"> <u>Roadsides, Parks & Reserves</u> 	LB1 – twice a day summer – once a day winter LB2 – once a day all year LB3 – 3 times per week LB4 – 3 times per week – summer – once a week winter LB5 – once a week all year	Citycare
Rubbish/Litter Bins - Maintenance		
<ul style="list-style-type: none"> Roading assets and dealing with third party suppliers eg Big Belly bin company 	No budget available (Big belly maintenance covered in agreement)	WDA
<ul style="list-style-type: none"> Bins in reserves and open spaces (Depending on spec – LB1 – twice a day summer (once a day winter) / LB2 – Daily / LB3 – 3 times a week / LB4 – 3 times a week summer (once a week winter) / LB5 once a week / loose litter – once a week) 	LB1 – twice a day summer – once a day winter LB2 – once a day all year LB3 – 3 times per week LB4 – 3 times per week – summer – once a week winter LB5 – once a week all year	Citycare
Rubbish/Recycling Collection		
<ul style="list-style-type: none"> Rubbish/Refuse Collection 	1 x per week	Smart Environmental

Levels of Service - Pokeno

Description of Work	Frequency/Dates Scheduled	Contractor
<ul style="list-style-type: none"> Recycling Collection 	1 x per week	Smart Environmental
Spraying		
<ul style="list-style-type: none"> In reserves and some drainage swales if in reserves 	3 monthly (Weather dependent – 3 months since last spray)	Citycare
<ul style="list-style-type: none"> Roadside (outside 70km/hr zone) 	Once a year	WDA
<ul style="list-style-type: none"> Weed Spraying - Urban (Cobbles in CBDs and urban kerb and channel) 	3 x per year usually around November, February, May	WDA or Citycare
Stormwater	<ul style="list-style-type: none"> The number of Stormwater flood/blockage events that affected habitable floors (expressed per 1000 connections): < 0.3 The total number of complaints received by Council about the performance of the stormwater system (expressed per 1000 connections): < 1.25 Level of compliance, number of the following Abatement, infringement notices, enforcement orders or convictions – 0 (annually – none on 2022/23) 	Watercare
Street Cleaning		
<ul style="list-style-type: none"> Car park sweeping (mechanically sweep/blow sealed carparks) 	Monthly - 12 x year	Citycare
<ul style="list-style-type: none"> Steam clean pavements – footpaths, hard surfaces 	CBD cobbles 2 x per year	WDA
<ul style="list-style-type: none"> Street Sweeping (Debris clearing all streets in CBD, kerbs in urban, sweeping intersections in rural areas through cyclic maintenance) 	2 x per year	WDA
Street Furniture/Assets Cleaning		
<ul style="list-style-type: none"> Park benches, seats, bollards, planter boxes 	Roadside only, only approved project by project basis	WDA or Citycare
<ul style="list-style-type: none"> Council facilities and halls and park benches, seats, bollards, planter boxes in reserves 	As required	Cushman & Wakefield or Citycare
Sumps – Cleaning/Clearing (Urban)	Once per year	WDA
Toilet Cleaning	Every day in main areas of district Every second/third day for rural areas	OCS Group

Levels of Service - Pokeno

Description of Work	Frequency/Dates Scheduled	Contractor
Tree Trimming		
<ul style="list-style-type: none"> Urban areas and amenity trees 	Cyclic rotation 4 yearly/or as required	Asplundh
<ul style="list-style-type: none"> Rural Roadside (outside 70km/h zone) Trimming or felling 	Cyclic rotation 4 yearly/or as required for safety	WDA
Water Leaks	<ul style="list-style-type: none"> Attendance for urgent call-outs: from the time that Council receives a notification to the time that service personnel reaches the site- 60min Resolution of urgent call-outs: from the time that Council receives a notification to the time that service personnel confirms resolution of the fault or interruption – 240min Attendance for non-urgent call-outs: from the time that Council receives a notification to the time that service personnel reaches the site ≤ 3 days Resolution of non-urgent call-outs: from the time that Council receives a notification to the time that service personnel confirms resolution of the fault or interruption < 3 days The total number of complaints related to Water services received by Council (expressed per 1000 connections to the networked reticulation system): ≤ 22/1000 (District wide) 	Watercare
Water Treatment Plants	<ul style="list-style-type: none"> The extent to which the Council's drinking water supply complies with Part 4 of the drinking water standards (bacteria compliance criteria). – Must comply (and do) The extent to which the Council's drinking water supply complies with Part 5 of the drinking water standards (bacteria compliance criteria) – Must comply (and do) 	Watercare

Levels of Service - Pokeno

Further Information:

- If you have noticed a problem in our district that requires our attention (roading, waters, animals, litter etc.), or have questions regarding one of our services (refuse, recycling, billing etc.) you can **log a request via our online Report it tool**. Please do **NOT** contact the Contractor directly.

[Report it here](#) →

- For more **information about Services and Facilities** provided by the Waikato District Council

[Click here](#) →

To help plan what's needed now and in the future in relation to maintenance and design, repairs and development various activities are undertaken, as follows:

- Weekly road inspections are undertaken by 4 Inspectors (District is split into quarters)
- Night time street lights inspections are undertaken annually
- Routine maintenance on roads carried out as required

To	Pokeno Community Committee
Report title	Pokeno Works and Issues Report – June 2023
Date:	19 th June 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 Pokeno Community Committee receives the Works and Issues report for June 2023.

3. Attachments **Ngaa taapirihanga**

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

Pokeno Community Committee's Works and Issues Report – June 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>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 design and costing is complete for the works, putting FlagTrax system on existing poles is not recommended.</p> <p>MARCH 2023: There is no further update on the flags for street lights as Roding are looking at replacing the poles, so the flag systems will be integrated with the new design for Main Street.</p>

	Issue and Action	Area	Status Update
			<p>We have completed prelim design, and this is out for consultation, the street light design will be completed as part of detailed design.</p> <p>MAY 2023: An update on the bridge planting was received 26th April noting that the planting has been completed.</p> <p>JUNE 2023: This item is now closed. Item to be removed prior to next PCC in August</p>
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: 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: 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>MAY 2023: We have completed our Road safety Audit, we are reviewing the findings and any resolutions.</p> <p>JUNE 2023: Same as above.</p>

	Issue and Action	Area	Status Update
3.	<p>Main Street Pokeno including Market Square, Great South Road and Pokeno Road intersections</p> <p>Action: Main Street (Great South Road) upgrade project: What happening from the Hall north to the traffic lights? Is that another project? PCC didn't see this section being covered in the design or current work for Main Street upgrade</p> <p>Patrick's comment- The Main Street/Great south road intersection is proposed to be a roundabout from the traffic modelling undertaken. Detailed design will get underway in the next 2 weeks.</p> <p>Action: Please provide update on the return of C4 – completion plan' for Main Street</p>	<p>Roading / Patrick Edwards</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 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.</p> <p>MARCH 2023: We met again with the community committee in Pokeno on 2nd March and presented updated plans for the Main Street and for Wellington Street including an option showing 90 degree parking which has now been incorporated in to the final design. We had a useful and productive discussion resulting in continued feedback from the committee and this is being incorporated into the final design which is targeted for completion this month. Issues around the truckstop and parking in the area are being explored further.</p>

	Issue and Action	Area	Status Update
			<p>Discussions with the truckstop and other stakeholders have commenced, and we are looking to commence the Wellington Street section physical works within the next 4 weeks, pending emergency response works and WDA availability.</p> <p>MAY 2023: Wellington Street design is being priced by WDA who have delayed starting due to emergency response works. For the main street project, detailed design can now proceed following input and liaison with Hapu groups. This is underway with initial contact made and some project detail discussions underway. Discussions continue with Z around relocating the entry/exit for the truckstop. They seem open to the idea but have been slow in responding to updated design proposals.</p> <p>JUNE 2023: Work on Stage 1 (Wellington Street) has now commenced. We continue discussions with the truck stop but may need to disconnect this section from the rest of the main street works and will decide that by end of June. Detailed design for the intersection of Main Street/Pokeno road will be commenced in the next 2 weeks.</p>

	Issue and Action	Area	Status Update
4.	Confirm roadside level of service (roadside rubbish collections)	Roading/WDA	<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> <p>MAY 2023: A change to the level of service would need to be considered through the LTP processes.</p> <p>JUNE 2023: Can this item be considered as closed?</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>

	Issue and Action	Area	Status Update
			<p>MAY 2023: Status the same as above, apart from the fact that we have pushed for the preliminary design of the corridor while still waiting for the Catchment Management Plan. BCD are doing the preliminary design and Shine Balotra from EPMO is managing the project.</p> <p>ETA (as of March) for the Catchment Management Plan is September 2023.</p> <p>June 2023: Detailed design underway with options to be presented in July.</p>
6.	<p>Question raised at 21st Feb PCC Meeting: Should a Pokeno Civil Defence group be set up in view of the recent flooding around the country.</p>	Emergency Management	<p>MARCH 2023 Pokeno Community Response - Emergency Management team currently working through prioritisation of working with communities on community response plans, including community led centre arrangements. The team will be in touch with Committee Chair to arrange for specific work on Pokeno planning.</p> <p>MAY 2023: Prioritisation of Community Response plans has been completed and shared with all Elected members – (see attached)</p>

	Issue and Action	Area	Status Update
			<p>Emergency Management has also conducted an online workshop with Councillors re CRP's and requested assistance to identify community leaders that will take responsibility for the plan in their respective areas.</p> <p>From the review process - Pokeno has been identified as "should have" a CRP and currently does so. (Also attached)</p> <p>This will need to be updated and new information and contacts added / amended and WDC Emergency Management are ready to assist with this process immediately. This will include review of the pre-identified Community Led Centre facilities.</p> <p>Contact with the Committee Chair is scheduled for late April.</p> <ul style="list-style-type: none"> • Attachment 1 - FINAL Plan for communication re response planning prioritisation • Attachment 2 - Community response plan - Pokeno <p>June 2023</p> <p>Can this item be considered as closed?</p>
7.	<p>Item raised at 21st Feb PCC Meeting: What is the funding process from WDC since the old system was abolished.</p> <p>No new funding information has been advised by WDC.</p>	Service Delivery / Economic and	<p>MARCH 2023:</p> <p>An email was sent to Helen Clotworthy on 11/01/2023 with details of things she needed to amend on the invoice before Finance would accept this. These are as follows:</p>

	Issue and Action	Area	Status Update
	<p>The Committee still has not received payment of \$20700+ from the Council in compensation for the removal of a protected oak tree dating back to 2015.</p>	<p>Community Development</p>	<ol style="list-style-type: none"> 1. The Tax Invoice needs to be addressed to us and states name and address. (Waikato District Council, 15 Galileo Street, Ngaruawahia 3720), 2. The Tax invoice must clearly state the Pokeno Community Committee and show your mailing address. 3. The Tax Invoice must show your GST number or state you are not registered for GST if this is the case. 4. We need proof of bank account (bank statement or deposit slip) if we do not already have this. I am unclear on the status of "Our Place, Pokeno" as opposed to the PCC. I presume we have the bank details of the PCC. 5. The narrative on the Tax Invoice must say something along the lines of the funds are from Dynes for operational projects. <p>Once the updated invoice is received, payment will be made.</p> <p>MAY 2023: As above</p> <p>June 2023 Can this item now be considered closed?</p>

	Issue and Action	Area	Status Update
8.	Rules for street / roadside vendors	Community Growth	<p>MAY 2023: https://www.waikatodistrict.govt.nz/docs/default-source/your-council/plans-policies-and-bylaws/bylaws/public-places-bylaw-2016.pdf?sfvrsn=d48bb8c9_6 Part 5 – Trading in Public Places (link). Noted that this bylaw is under review. We anticipate having the new one in place end of April 2023. The bylaw currently under review is the same or very similar.</p> <p>June 2023 Attachment - Pokeno map showing the boundary between the Countdown: As requested in last PCC meeting please see attached electronic copy of the map showing the boundary between the Countdown land and the Council-owned footpath.</p>
9.	<p>Confirm details of rural fund (can PCC apply for this to cover cost for yearly Christmas parade).</p> <p>Confirm options for PCC to apply for admin fund.</p>	Economic and Community Development	<p>MAY 2023: Council's Community Development Funding Advisor met with the Chairperson and Helen Clotworthy to advise that Council did not receive an application for the Christmas Parade in 2022 and is therefore unable to fund any retrospective application.</p>

	Issue and Action	Area	Status Update
			<p>Community Development Funding Advisor advice was to use either existing budget within the committee or the '\$20k' budget (\$20700+ from the Council in compensation for the removal of a protected oak tree).</p> <p>June 2023</p> <p>Can this item be considered as closed?</p>
10.	<p>Will public access be reinstated between 55 Helenslee Road and Munro Sports Block?</p>	<p>Glyn Morgan / Service Delivery</p>	<p>June 2023</p> <p>The property at 55 Helenslee road is under private ownership and any previous access across it to the new Munro Sports Block area would have been at the owner's discretion. In the longer term the aspiration of Council would be to secure any right of access that may be available through either future development agreements or working in partnership with the landowner for the purpose of functional connectivity for Pokeno residents. As part of the ongoing connectivity strategy Council will seek to secure these opportunities with the Guidance of the PCC.</p>

Capital Projects Update (as at 2 June 2023)

Pokeno Sports Park – Buck Earth Works and Carpark Construction

- Inclement weather has affected the programme particularly in the last 2 months. For the works to be completed by the end of June we would need a few fine days in a row to dry the site out to allow machinery to operate.
- To help alleviate the down time due to the inclement weather we have had a haul road installed to enable machinery to work without compromising the ground conditions. This haul road will be incorporated into the lower-level filling.
- Approximately 20,000m³ of imported fill from a local supplier has been imported and placed on site. This is about 1,700 truck and trailer loads of fill.
- Carpark detailed design is progressing. We are working closely with Waikato Regional Council to ensure we meet all the consent requirements, focusing on the stormwater treatment.
- The car park construction is planned to be completed by 31 October 2023. This is also pending a successful design, consenting phase, and suitable ground conditions due to surface water.



Pokeno Toilet Replacement








The Request For Tender package that went to the online government tendering site GETS did not attract a suitable contractor for Pokeno, Tamahere and Te Kowhai Toilets Upgrade. This tender has been closed off and with the support of the WDC Procurement team, we have approached three local and two Auckland based Modular Build companies, to gauge interest in our Modular and enabling Works contract packages, and to understand if they have the capability and capacity to build and install these toilets within our timeline.

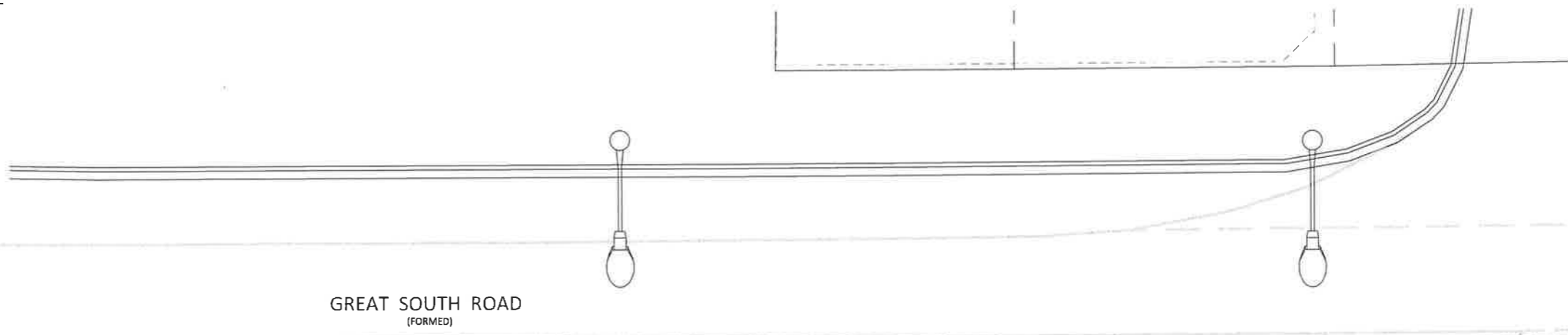
All five companies are very interested and have capacity to do so.

All relating documents have been sent through to the suppliers for review and feedback, and we have arranged with them to catch up in the next week or so to go over any matters arising.

The intention of this process is to get a better understanding of which supplier/s can best execute building these modular units and roll them out in a timely fashion, to deliver to the community.

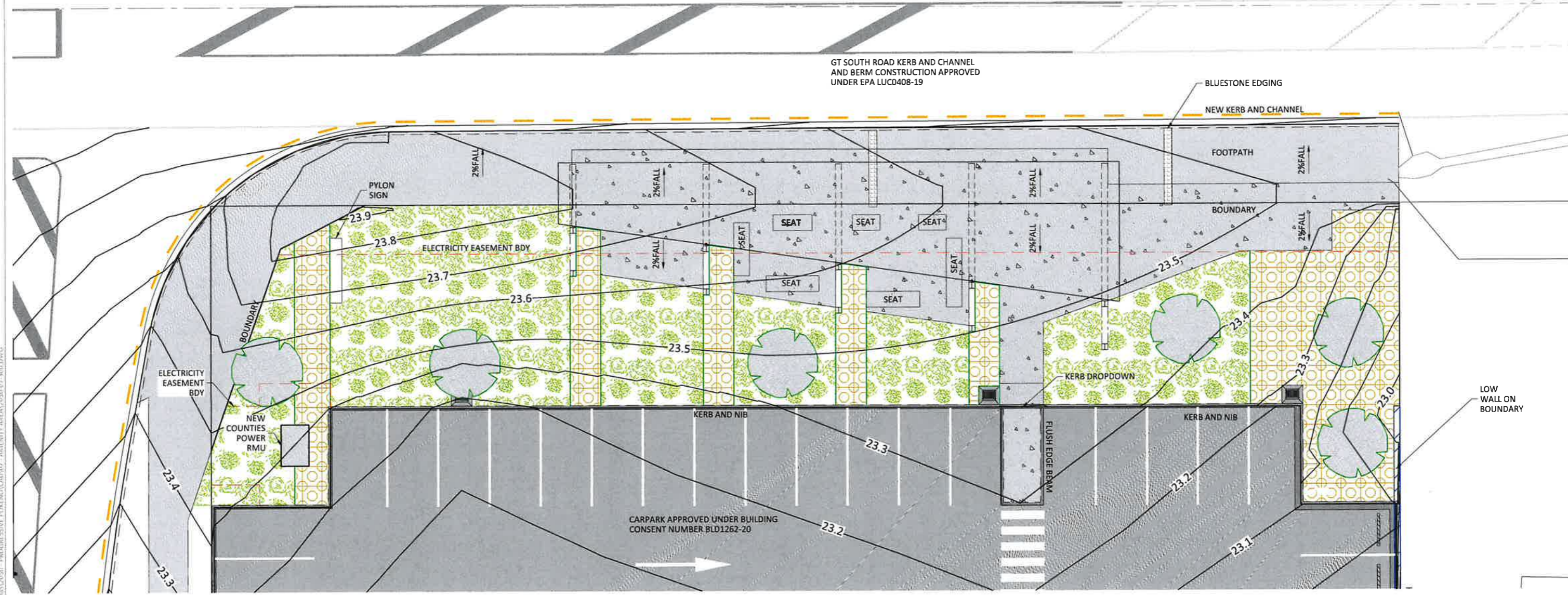


-  CARPARK - 40mm AC10 ASPHALTIC CONCRETE
-  EDGE BEAM, KERB AND CHANNEL, KERB AND NIB - 20MPa CONCRETE AS PER RITS STANDARD DRAWING D3.3.3
-  FORECOURT AND GREAT SOUTH ROAD ENTRY - 110mm U5 DECORATIVE AND/OR COLOURED CONCRETE FINISH
-  FOOTPATH - 100mm BROOM FINISH 20MPa
-  PERVIOUS AREA - REFER TO LANDSCAPE ARCHITECT DRAWINGS FOR DETAILS
-  PROPOSED TREE
-  BLUESTONE EDGING ?????



GREAT SOUTH ROAD
(FORMED)

GT SOUTH ROAD KERB AND CHANNEL
AND BERM CONSTRUCTION APPROVED
UNDER EPA LUC0408-19



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CI	ISSUED FOR BUILDING CONSENT	SCP	19.06.20
REV	REVISION DETAILS	BY	DATE

DATE	BY
SCP	03.2020
DATE	SCP
SCP	30.03.20
DATE	SCP
SCP	30.03.20

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CONSULTANTS

Level 9, Laidlaw House, 20 Amersham Way, Manukau, Auckland. Phone: 09 222 2445

PROJECT TITLE:
**CLASSIC DEVELOPMENTS LTD
58 GREAT SOUTH ROAD
POKENO**

SHEET TITLE:
GT SOUTH ROAD AMENITY AREA

ISSUE STATUS: **BUILDING CONSENT**

SCALE: (A1/A3) **1:100 / 1:200**

SCALE BAR: 0 2 4 6 8 10m

DRAWING NUMBER: **2050-07-300** REV: **C1**

LEGEND

- EXISTING**
- (CR) PLOTTED FROM COUNCIL RECORDS
 - DN1350 SW — STORMWATER LINE AND MANHOLE
 - WASTEWATER LINE AND MANHOLE
- CONSENTED (BLD1037-20)**
- STORMWATER LINE AND MANHOLE
 - WASTEWATER LINE AND MANHOLE
 - STORMWATER CATCHPIT
- PROPOSED PRIVATE**
- STORMWATER

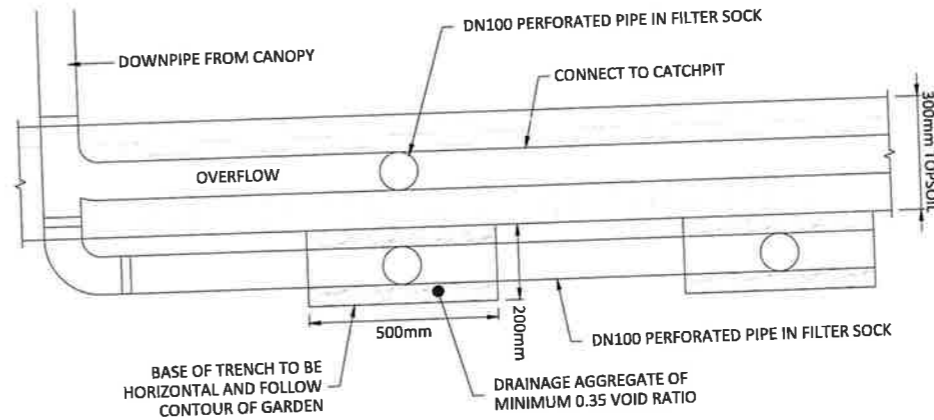


Waikato District Council
Full Application Received
09 July 2020 - 8am

Waikato District Council
Building Consent Number
BLD0058/21
APPROVED

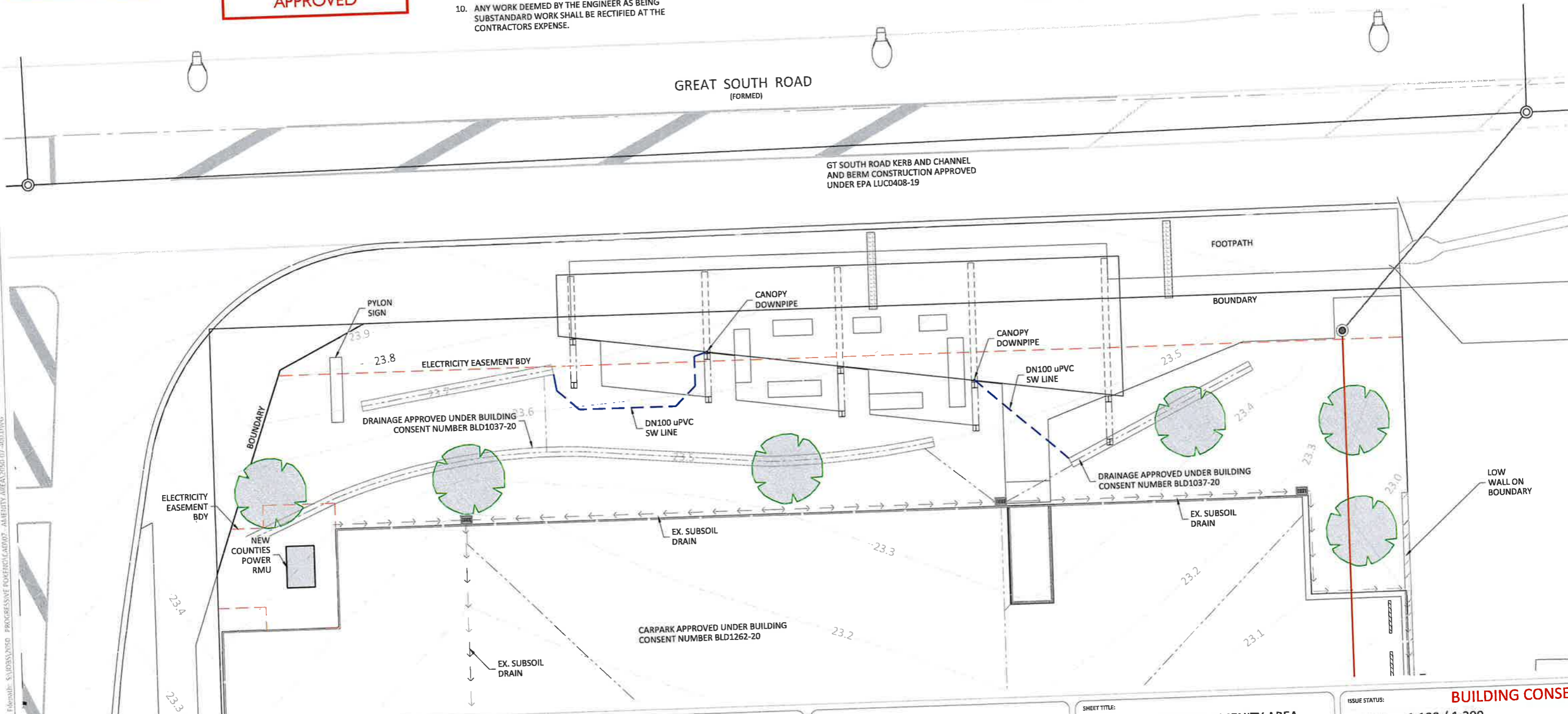
NOTES:

1. ALL WORKS AND MATERIALS ARE TO COMPLY WITH RELEVANT BUILDING CODE STANDARDS.
2. ALL WORKS ON EXISTING STORMWATER, WASTEWATER LINES AND WATERMANS TO BE CARRIED OUT BY AN APPROVED LICENSED CONTRACTOR AT THE DEVELOPERS EXPENSE.
3. CONTRACTOR TO LOCATE / MARK AND CONFIRM POSITION AND DEPTHS OF ALL EXISTING DRAINAGE AND SERVICES PRIOR TO COMMENCEMENT OF WORK ON SITE AND PROTECTION OF SAME.
4. CONTRACTOR TO CHECK ALL PIPE INVERTS BEFORE LAYING.
5. PROVIDE IB TO DRAINS AT ALL CHANGES IN DIRECTION.
6. PROVIDE UJ AT ALL DRAIN CONNECTION POINTS.
7. ALL PRIVATE WASTEWATER LINES SHALL BE DN 150 uPVC DWV SN8 A5/NZ 1260, UNLESS SHOWN OTHERWISE.
8. BEDDING TO COMPLY WITH RELEVANT BUILDING CODE DETAILS.
9. ADJUSTMENT OF ANY INVERT LEVELS IS AT CONTRACTORS OWN RISK DUE TO TIGHT TOLERANCE AT PIPE CROSSINGS.
10. ANY WORK DEEMED BY THE ENGINEER AS BEING SUBSTANDARD WORK SHALL BE RECTIFIED AT THE CONTRACTORS EXPENSE.



NOTE: DRAINAGE TRENCH APPROVED UNDER BUILDING CONSENT NUMBER BLD1037-20

INFILTRATION TRENCH SCHEMATIC
SCALE: (A1/A3) 1:10 / 1:20



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C1 ISSUED FOR BUILDING CONSENT
REVISION DETAILS
Document Set ID: 2697886

NO.	DATE	DESCRIPTION
DKP	06.2020	DATE
SCP	18.06.20	DATE
SCP	18.06.20	DATE

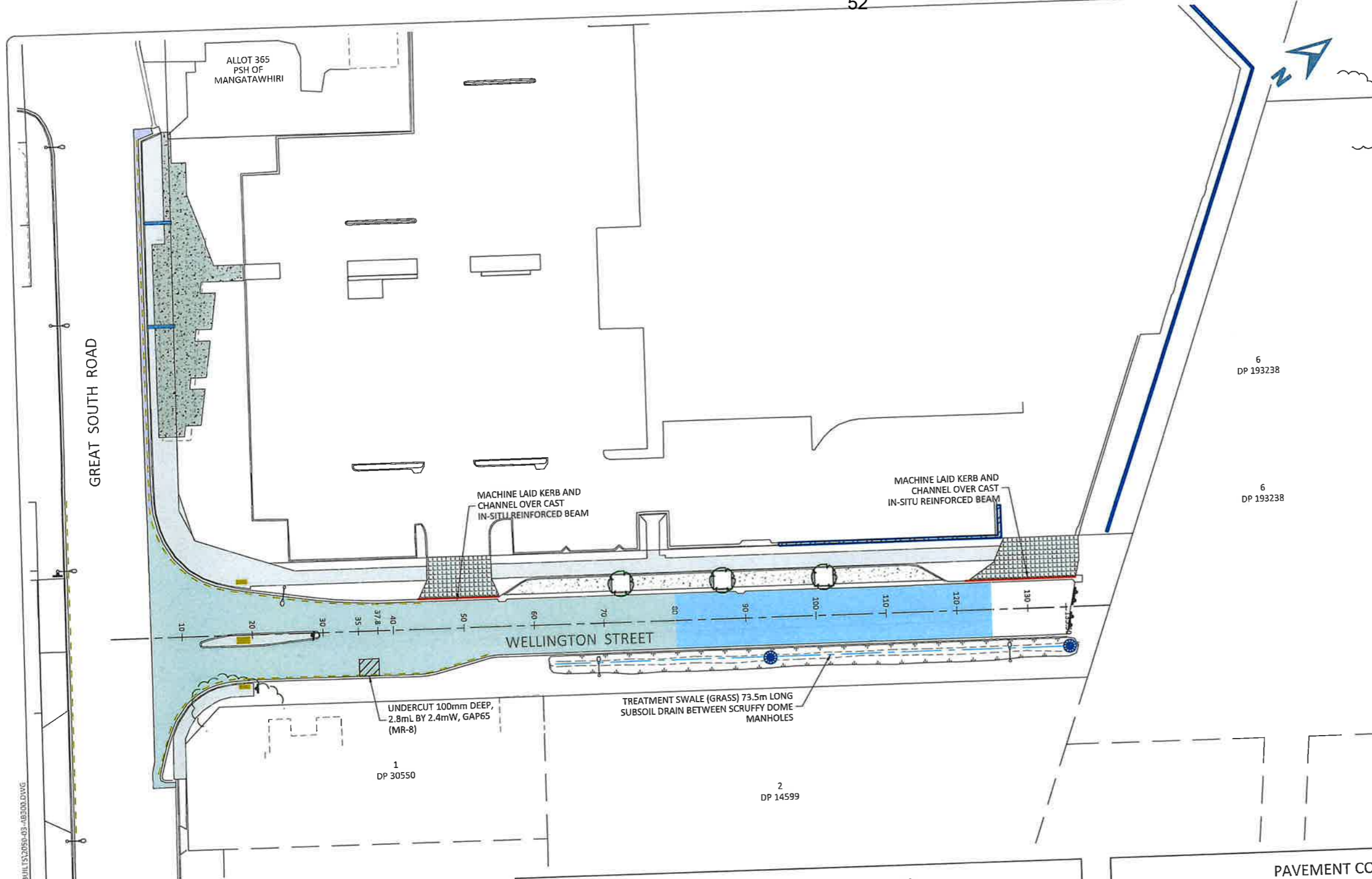
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PROJECT TITLE:
CLASSIC DEVELOPMENTS LTD
58 GREAT SOUTH ROAD
POKENO

SHEET TITLE:
GT SOUTH ROAD AMENITY AREA
DRAINAGE PLAN

ISSUE STATUS:
BUILDING CONSENT
SCALE: (A1/A3) 1:100 / 1:200
SCALE BAR 0 2 4 6 8 10m
DRAWING NUMBER: 2050-07-400 REV: C1



- LEGEND**
- AS BUILT PED TACTILE PAVING
 - AS BUILT STREET LIGHT
 - AS BUILT STREET TREE

- NOTES**
1. COORDINATES ARE IN TERMS OF GD2000 MT EDEN CIRCUIT.
 2. CONSTRUCTION WAS UNDERTAKEN IN 2019 AND 2020.
 3. SEE TABLE FOR PAVEMENT CONSTRUCTION

I, RYAN JAMES PITKETHLEY, BELIEVE ON REASONABLE GROUNDS THAT THE PAVEMENT DEPTHS ARE CORRECT BASED ON THE INFORMATION SUPPLIED TO CIVILPLAN BY THE CONTRACTOR FOR THE WORK, TDM CONSTRUCTION LTD.

Michael Stephen Smith
 MICHAEL STEPHEN SMITH
 CMENGNZ CPENG
 10.02.2021
 DATE

CONCRETE AND OTHER SURFACES

FOOTPATHS			PARKING BAYS	VEHICLE CROSSINGS
NO REINFORCEMENT	NO REINFORCEMENT	N/A	1 LAYER 665 MESH	1 LAYER 661 MESH
100 THICK BROOM FINISH	100 THICK - PETER FELL 698 COLOURED 10mm ROUND PEBBLE	100 x 100 BLUESTONE SPLIT FACE SETS	150 THICK EXPOSED AGGREGATE	175 THICK BROOM FINISH
BASECOURSE	100mm GAP40	100mm THICK CONCRETE BED	150mm GAP40	150mm GAP40

PAVEMENT CONSTRUCTION SCHEDULE

ROAD	SUBGRADE STRENGTH	GEOTEXTILE CLOTH	UNDERCUT DEPTH (mm)	SUBBASE DEPTH (mm)	BASECOURSE DEPTH (mm)	SURFACING DEPTH (mm)
ROAD	CBR	BIDIM A19	GAP 65	GAP 65 MR-8 SPEC	AP40 NZTA M/4	DG10 / AC 14
WELLINGTON STREET CH 6-80	4%	YES	-	480	140	35
WELLINGTON STREET CH 80-125	6%	YES	300	280	140	35
WELLINGTON STREET CH125-135	6%	YES	-	280	140	35
GT SOUTH ROAD WIDENING 1.0m WIDE	4%	NO	-	380	140	35

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REV	DESCRIPTION	DATE
A	AS BUILT ISSUED	19.02.21

DRAWN: DKP
DATE: 11.2020
CHECKED: SCP
DATE: 18.02.21
APPROVED: SCP
DATE: 18.02.21

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PROJECT TITLE:
 CLASSIC DEVELOPMENTS LIMITED
 58 GREAT SOUTH ROAD
 POKENO

SHEET TITLE:
 ROADING ASBUILT
 OVERALL LAYOUT PLAN
 AND PAVEMENT CONSTRUCTION DETAILS

ISSUE STATUS: AS BUILT

SCALE: (A1/A3) 1:300 / 1:600
 SCALE BAR 1:600@A3

DRAWING NUMBER: 2050-03-AB300 **REV:** A

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