

Agenda for a meeting of the Te Kauwhata Community Committee to held in the St John Hall, 4 Baird Avenue, Te Kauwhata on **WEDNESDAY, 1 MARCH 2023** commencing at **7.00pm**.

**1. APOLOGIES AND LEAVE OF ABSENCE**

**2. CONFIRMATION OF STATUS OF AGENDA**

**3. DISCLOSURES OF INTEREST**

**4. CONFIRMATION OF MINUTES**

Meeting held on Wednesday, 1 February 2023

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**5. ACTIONS**

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6.3 Te Kauwhata Works and Issues Report

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6.4 Councillor's Report

Verbal

6.5 Chairperson's Report

Verbal

GJ Ion  
**CHIEF EXECUTIVE**

<b>To</b>	<b>Te Kauwhata Community Committee</b>
<b>Report title</b>	<b>Confirmation of Minutes</b>
Date:	Wednesday, 22 February 2023
Report Author:	Rosa Leahy, Democracy Advisor
Authorised by:	Gaylene Kanawa, Democracy Manager

## **1. Purpose of the report**

### **Te Take moo te puurongo**

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To confirm the minutes for the inaugural meeting for the 2022-25 triennium of the Te Kauwhata Community Committee (TKCC) held on Wednesday, 1 February 2023.

## **2. Staff recommendations**

### **Tuutohu-aa-kaimahi**

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**THAT the minutes for the inaugural meeting for the 2022-25 triennium of the Te Kauwhata Community Committee held on Wednesday, 1 February 2023 be confirmed as a true and correct record.**

## **3. Attachments**

### **Ngaa taapirihanga**

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Attachment 1 – TKCC Minutes – 1 February 2023

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**MINUTES** of a meeting of the Te Kauwhata Community Committee held at St John's Ambulance Rooms, 4 Baird Avenue, Te Kauwhata on **WEDNESDAY, 1 FEBRUARY 2023** commencing at **7.00pm**.

**Present:**

Adele Theron  
Angela van de Munckhof  
Estelle (Kahui) Jonathan  
Ian Wrigley  
Jeff Lyons  
Jo Gurnell  
John Cunningham  
Liz Tupuhi  
Tim Hinton  
Toni Grace  
Whitney Totorewa  
Marlene Raumati (councillor)

**Attending:**

Mayor Jacqui Church  
Pauline Giles – Rooding Alliance  
Vishal Ramduny - Strategic Initiatives and Partnerships Manager  
Jason Marconi - Economic Development Advisor  
Attinder Singh (Rooding and Contracts Manager)  
Martin Glover – Te Kauwhata Community Patrol  
Lynn Glover – Te Kauwhata Community Patrol  
Michelle Hohepa– Neighbourhood Support

**APOLOGIES**

**Resolved: (Mr Cunningham/Mr Hinton)**

**THAT an apology from Courtney Howells be received.**

**CARRIED**

**TKCC2302/01**

**APPOINTMENT OF CHAIRPERSON AND DEPUTY CHAIRPERSON TE KAUWHATA COMMUNITY COMMITTEE**

**(Resolved: Mr Lyons / Ms Grace)**

**THAT the Te Kauwhata Community Committee resolves to use System B for the election of Chairperson and Deputy Chairperson as detailed in clause 25, Schedule 7 of the Local Government Act 2002;**

**CARRIED**

**TKCC2302/02**

**(Resolved: Mr Hinton/Cr Raumati)**

**THAT John Cunningham is appointed Chairperson of the Te Kauwhata Community Committee.**

**CARRIED**

**TKCC2302/03**

**(Resolved: Ms Grace/Ms Gurnell)**

**THAT Tim Hinton is appointed Deputy Chairperson of the Te Kauwhata Community Committee.**

**CARRIED**

**TKCC2302/04**

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Cr Raumati/Mr Lyons)**

**THAT the agenda for the meeting of the Te Kauwhata Community Committee held on Wednesday, 1 February 2023 be confirmed and all items therein be considered in open meeting.**

**AND THAT all reports be received.**

**CARRIED**

**TKCC2302/5**

## **PUBLIC FORUM**

Michelle Hohepa informed the Committee that she was setting up a neighbourhood support group in Te Kauwhata.

There were no other public forum matters other than the election of the new Committee.

## **DISCLOSURES OF INTEREST**

- Tim Hinton (as per disclosure of interest form)
- Jo Gurnell (being a member of the Community House)

## **CONFIRMATION OF MINUTES**

**Resolved: (Mr Lyons/Ms van de Munckhof)**

**THAT the minutes of the meeting for the Te Kauwhata Community Committee, held on Wednesday, 30 November 2022 be confirmed as a true and correct record.**

**CARRIED**

**TKCC2302/06**

## **ACTIONS**

The actions were as per the minutes of the meeting held on Wednesday 30 November 2022.

## **REPORTS**

Discretionary Fund Report

Agenda Item 7.1

- Jo Gurnell recused herself from the meeting due to a conflict of interest related to the discretionary funding applications.
- Vishal to check with Council's Finance team if the donation (\$3727.75) for the Village Green playground equipment can now be reflected as an expenditure.
- John Cunningham (as the Chair of the Committee) will need to advise the applicants of the Committee's decision on their respective applications.

**(Resolved: Mr Wrigley/Ms Theron)**

**That the Te Kauwhata Community Committee:**

- a. Receives the report for the Te Kauwhata Discretionary Fund and the North Waikato Development Funding report; and**
- b. Considers the Discretionary Funding applications and then deciding that:**
  - i. The application from the Te Kauwhata Community House for \$886.60 as a contribution to the Splash and Dash event is approved.**
  - ii. The application from the Waikare Golf Club for the re-wiring of the clubhouse is declined.**

**CARRIED**

**TKCC2302/07**

Te Kauwhata Works and Issues Report  
Agenda Item 7.2

- It was suggested that we add to the agenda regular reports/verbal updates from Ngaa Muka Development Trust.
- Estelle Jonathan indicated that Ngā Muka Development Trust has had discussions with the Ministry of Education regarding the new school at Lakeside and that it was agreed that the design depicts the trenches in Te Kauwhata.
- Adele Theron proposed that a mural representing all sports be erected at the squash club. Estelle Jonathan suggested that there should also be some cultural artworks on the mural. This will be added to the list of Te Kauwhata Domain projects. Adele to work with Tim Hinton on the planning and design and seek appropriate input from members of the Committee and Claire Du Bosky.

Dog exercise area

- Stephanie Loughnan (Parks and Reserves Technical Support Officer) is coordinating the delivery of the equipment from the Horotiu dog park to Te Kauwhata.
- Adele Theron proposed that a BBQ table and a shade needs to be installed. Tim Hinton indicated that the tables are ready to be installed and that a shade can be investigated.

- It was also noted that a cordoned off area for small dogs is needed.

**ACTION:** Tim Hinton, Adele Theron and Jeff Lyons to work on the shade for the tables and a cordoned off area for small dogs.

Walkway extending from Saleyard Road to Council Reserve at Blunt Road Walkway

- It was noted that Ed McVicar (Council's Open Spaces Project Coordinator) will be the lead staff member for this work.

Village Green Playground

- This project is completed and can be removed from the Works and Issues report.

Te Kauwhata Domain Walkway Fitness Trail

- It was noted that a multi-year walkways contract was being developed by Council that that it would be going out to the market imminently.

Outdoor Community Stage

- It was agreed that Jo Gurnell and Liz Tupuhi will lead this project.

Cameras

**ACTION:** Cr Marlene Raumati will meet with Mario Vodanovich and Megan May to discuss further.

Domain Community Garden

- Tim Hinton indicated that planting season is typically in May and June and that plant sourcing is done in February and March.

**ACTION:** Tim Hinton to organize a site meeting.

**ACTION:** Whitney Totorewa to source a list of appropriate plant species for the garden.

**Resolved: (Ms van de Munckhof/Mr Wrigley)**

**THAT the Works and Issues report be received and the updates and actions from this meeting be noted for the next report.**

**CARRIED**

**TKCC2302/08**

Safety Improvement works on Main Road Te Kauwhata  
Agenda Item 7.5

- Attinder Singh (Council's Roading Contract Manager) presented staff's proposal for safety improvements on the Main Road. The Committee provided the following input for staff's consideration.
  - Safety is paramount and non-negotiable.
  - Parking needs to be looked at outside the medical facilities.
  - The speed cushioning to be placed further out, or removed.
  - The ambulance parking bay is required.
  - There was no opposition regarding removing the temporary parking opposite New World.
- It was recommended that Attinder Singh develop a final proposal together with Cr Marlene Raumati, Ian Wrigley, Angela van de Munckhof, Adele Theron and Whitney Totorewa and circulate the proposal to the Committee via email within two weeks of this meeting.

**Resolved: (Mr Cunningham/Ms van de Munckhof)**

**That the Te Kauwhata Community Committee:**

- a) **Receive Safety Improvement works on Main Road Te Kauwhata report.**
- b) **Direct Council's Roading Contract Manager to develop a final proposal for the safety improvements and circulate it to the Committee via email for approval.**

**CARRIED**

**TKCC2302/09**

Councillor Report  
Agenda Item 7.3

Cr Marlene Raumati provided the following verbal update:

- Council is working its submission on RMA reforms.
- Local government reform workshop being held on 13 February to consider a draft submission.



- Climate Change Adaptation Act is expected in mid-2023.
- Community safety day – will meet with Mario Vodanovich and Jason Marconi regarding a safety day due to the increase in vehicle theft and boy racers.
- A civil defence and emergency management workshop is being held on 23 February to initiate the development of a resiliency plan for Te Kauwhata.
- An acknowledgment to Council staff for the hard mahi over the past week in response to the impact of the heavy rains and associated flooding in the district.
- An acknowledgment to Jo Gurnell for the food drive for Mangere
- An acknowledgment to Michelle for clothing, shoes etc. for Mangere
- An overview of key upcoming events in her diary.
- The importance of a public forum at the beginning of the Committee meeting.
- The need for members of the Committee to be visible in the community.

Cr Raumati also provided an overview of her key goals for her current tenure being:

- Civil defence and emergency management (a resiliency plan for Te Kauwhata).
- Cultural capability building which reflects the multi-cultural make-up of Te Kauwhata and includes mana whenua having a meaningful say in the growth and development of the town.
- Cost-effective and timely delivery of services.
- Ensuring and enhancing democracy.

**Resolved: (Mr Grace/Mr Hinton)**

**That the Te Kauwhata Community Committee receive the verbal councillor report.**

**CARRIED**

**TKCC2302/10**

### Chairpersons Report

#### Agenda Item 7.4

- John Cunningham thanked the Committee for electing him as the chairperson. He indicated that his focus for this term is on effectively chairing the Committee and getting things done.
- Mr. Cunningham also advised the Committee that the Ngā Muka Development Trust and separately TKCC has put in an application opposing another liquor store in Te Kauwhata.

#### **Resolved: (Mr Hinton/Cr Raumati)**

**That the Te Kauwhata Community Committee receive the verbal Chairpersons report.**

**CARRIED**

**TKCC2302/11**

There being no further business the meeting was declared closed at 9:15 pm

Minutes approved and confirmed this day of March 2023.

J Cunningham  
**CHAIRPERSON**

<b>To</b>	<b>Te Kauwhata Community Committee</b>
<b>Report title</b>	<b>Community Board and Community Committee Appointed Fund Representative</b>
Date:	1 March 2023
Report Author:	Community-Led Development Advisory Team
Authorised by:	Clive Morgan, General Manager Community Growth

## **1. Purpose of the report**

### **Te Take moo te puurongo**

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The purpose of the report is for the Board/Community Committee to decide on who the funding representative will be for the 2022-2025 triennium. The Board/Community Committee can either delegate this responsibility to its Chairperson or it can opt to appoint a member of the Board to undertake this role.

#### **The role of the representative and the Board/Community Committee are as follows:**

- The chair (funding representative) receives applications for funding.
  - The Chair (or funding representative) is to vet the application and if supported in principle, forward the application to Council's Democracy Team for the application to be placed on the Community Board/Committee Agenda under its discretionary fund report.
  - Board/Community Committee considers applications and decides on whether to fund or not fund.
  - The decision is recorded in the minutes.
  - The Chair (funding representative) sends out communication of approval/non approval to the applicant (including payment and accountability requirements).
  - Invoice from the applicant must be sent to Council's Democracy Team.
  - The Democracy Team attaches board resolution/codes and sends to Finance.
  - Finance looks after the applicant from that point.
  - Applicant sends accountability to the Board/Community Committee when complete.
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## 2. Executive summary

### Whakaraapopototanga matua

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Waikato District Council provides discretionary funding to assist community groups, non-commercial groups and voluntary organisations operating within the Council's rural wards, Community Boards and the Te Kauwhata and Meremere Community Committees areas.

An outline of the funding guidelines is set out in the attachment to this report.

## 3. Staff recommendations

### Tuutohu-aa-kaimahi

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#### **EITHER**

**THAT the Te Kauwhata Community Committee Chairperson be appointed to be the funding representative for the 2022-2025 triennium.**

#### **OR**

**THAT a Te Kauwhata Community Committee member be appointed to be the funding representative for the 2022-2025 triennium.**

## 4. Background

### Koorero whaimaarama

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The sentiment is about empowering Boards and Community Committees to manage their funding with support from the Democracy, Finance and Community Led Development Teams.

## Attachments

### Ngaa taapirihanga

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Attachment 1 - Community Boards/Committees Funding Guidelines

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# DISCRETIONARY FUNDING GUIDELINES

## How to make a funding application

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Waikato District Council provides discretionary funding to assist community groups, non-commercial groups and voluntary organisations operating within the council's rural wards, community boards and the Te Kauwhata and Meremere Community Committees areas.

### Funding Mechanisms

1. Waikato District Council Community Boards / Community Committees
2. Waikato District Council Discretionary and Funding Committee

### Who can apply?

Any community group, non-commercial group or voluntary organisation can apply for a grant. Specific criteria for each fund are as follows:

1. Waikato District Council Community Boards and the Te Kauwhata and Meremere Community Committees  
Community boards and the Te Kauwhata and Meremere Community Committees allocate grants for events and projects in their areas. Applicants must outline how their event or project will contribute to the community board area and wider community. The relevant community board or committee has responsibility for determining grant applications in their area.
2. Waikato District Council Discretionary & Funding Committee  
The Discretionary & Funding Committee allocates grants from the Rural Ward Fund. Rural grants are available for events and projects in rural areas and areas that are not served by Community Boards or the Te Kauwhata and Meremere Community Committees. Applicants must outline how their event or project will contribute to the community Rural area and wider community. The Discretionary & Funding Committee has responsibility for determining grant applications in the Rural area.

### 3. Criteria for grants

Applications are required to meet the following criteria:

- a) Applications will be accepted from community groups, non-commercial groups and voluntary organisations. Applications from individuals will not be accepted.
- b) Applications will need to be made to the relevant community board or committee, or to Council's Discretionary & Funding Committee.

- c) Applications for Christmas parade/events will need to be made to the relevant community board or community committee.
- d) Applicants need to describe in their application why the event or project is important to the community and how the wider community will benefit by the event or project.
- e) Applicants can have in-kind contributions recognised in terms of the non-grant funding component provided they demonstrate good community engagement.
- f) Applications must detail how the monies sought will specifically be used and how the balance of the monies required for the event or project will be obtained.
- g) Capital expenditure items may be considered for grant applications.
- h) Applicants can make more than one application for a grant within a 12-month period provided that the grant being sought is for a different project or event and an accountability statement has been completed.
- i) Applications may be considered from schools where the Ministry of Education will not fully fund the project and the benefits are for the wider community.
- j) Grants will not be considered for events or projects that have already occurred / projects completed (i.e. no retrospective funding).
- k) Grants will not be given to oppose consent decisions, attend conferences or to contest legal cases.
- l) Applications from commercial entities will not be considered.
- m) All applications will need to provide the relevant template describing the event/project, budget and relevant quotes.
- n) The project or event must take place in the Waikato District Council area of jurisdiction.
- o) Council-owned property i.e. halls managed by hall committees and who receive a targeted rate are not eligible for funding.

### **Eligibility Criteria**

Applications are required to meet the following criteria:

- a) Applicants must be either a community groups, non-commercial groups and voluntary organisations
- b) Successful applicants must complete a project accountability report within 2 months of the completion of the project before being eligible for further funding. This is essential for auditing requirements.
- c) Applicants may be required to attend the community board / community committee and the Discretionary & Funding Committee to present their application.

### **Funding Rounds**

Applications to be presented to the boards/committee's chair or funding representative two weeks prior to the next scheduled meeting.

### **Presenting your application**

Applicants are advised in writing by the community board/committee of the outcome of the funding.

<b>To</b>	<b>Te Kauwhata Community Committee</b>
<b>Report title</b>	<b>Discretionary Fund Report to 10 February 2023</b>
Date:	1 March 2023
Report Author:	Jen Schimanski Support Accountant
Authorised by:	Alison Diaz Chief Financial Officer

## **1. Purpose of the report**

### **Te Take moo te puurongo**

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The purpose of this report is to update the Te Kauwhata Community Committee on the Discretionary fund spend to date, commitments and balance as at 10 February 2023

## **2. Staff recommendations**

### **Tuutohu-aa-kaimahi**

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**That the Te Kauwhata Discretionary Fund report and the North Waikato Development Funding report (showing as a separate attachment) be received.**

## **3. Attachments**

### **Ngaa taapirihanga**

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Attachment 1 – Discretionary Fund report to 10 February 2023

Attachment 2 – North Waikato Development Fund report to 10 February 2023

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<b>TE KAUWHATA COMMUNITY COMMITTEE DISCRETIONARY FUND REPORT 2022/23 (July 2022 - June 2023)</b>
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As at Date: 10-Feb-2023
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	GL	
<b>Commitments from Committee Meeting Minutes &amp; Other Information</b>		<b>1,207,170.4</b>
2022/23 Annual Plan		4,198.00
Carry forward from 2021/22		30,612.00
<b>Total Funding</b>		<b>34,810.00</b>
<b>Income</b>		
<b>Total Income</b>		-
<b>Expenditure</b>		
04-Sep-19      Payment for playground equipment on the Village Green to Project      TKCC1909/04		3,727.75
<b>Total Expenditure</b>		<b>3,727.75</b>
<b>Net Funding Remaining (excluding commitments)</b>		<b>31,082.25</b>
<b>Commitments</b>		
13-Feb-19      Further development of playgrounds      TKCC1902/04		5,000.00
05-Feb-20      Further development of playgrounds      TKCC2002/04		3,000.00
05-Aug-20      Te Kauwhata Community Committee commit \$5000.00 towards security cameras in Te Kauwhata.      TKCC2008/04		5,000.00
02-Dec-20      Commitment of \$10,000.00 be made to Blunt Road Walkway walkway extending from Saleyard Road to Council Reserve at Blunt Road'      TKCC2012/03	10,000.00	10,000.00
01-Feb-23      Commitment from the Te Kauwhata Community House for \$886.60 as a contribution to the Splash and Dash event payment to The Te Kauwhata Community House      TKCC2302/7		886.60
<b>Total Commitments</b>		<b>23,886.60</b>
<b>Net Funding Remaining (Including commitments)</b>		<b>7,195.65</b>



**NORTH WAIKATO DEVELOPMENT FUND (NWDF) REPORT 2022/23 (July 2022 - June 2023)**
**Te Kauwhata Allocation**
**As at Date: 10-Feb-2023**

		GL	I-999-8356
<b>Resolutions from TKCC Committee Meeting Minutes &amp; Other Information</b>			
<b>2022/23 Annual Plan</b>			
<b>Carry forward from 2021/22</b>			404,516.60
<b>Total Funding</b>			<b>404,516.60</b>
<b>Income</b>			
2022/23	Interest earned July - December 2022		9,347.17
<b>Total Income</b>			<b>9,347.17</b>
<b>Expenditure</b>			
<b>Total Expenditure</b>			-
<b>Net Funding Remaining (excluding commitments)</b>			<b>413,863.77</b>
<b>Commitments</b>			
<i>Date</i>	<i>Description</i>	<i>Resolution no</i>	<i>Amount</i>
	Te Kauwhata Committee supports the use of \$150,000 from the North Waikato Development Fund (NWDF) to assist in funding the construction of the <b>Te Kauwhata Blunt Road Walkway</b> ; (Note: The Committee may not use all the \$150,000 commitment for the Blunt Road walkway).	TKCC2102/03	150,000.00
	Te Kauwhata Committee supports the use of a further \$150,000 from the North Waikato Development Fund (NWDF) to assist in funding <b>Te Kauwhata Domain lighting project and footpaths within the Domain</b> .	TKCC2102/03	150,000.00
03-Nov-21	(Note: that the Committee subsequently (at one of the meetings) <b>adjusted</b> this commitment to <b>\$100,000</b> as part of a discussion the Works and Issues report).		(50,000.00)
10-Aug-22	Te Kauwhata Community Committee allocated from the North Waikato Development Fund, \$25,000.00, towards the completion of the cricket nets	TKCC2208/03	25,000.00
<b>Total Commitments</b>			<b>275,000.00</b>
<b>Net Funding Remaining (Including commitments)</b>			<b>138,863.77</b>

## Open Meeting

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<b>To</b>	<b>Te Kauwhata Community Committee</b>
<b>Report title</b>	<b>Te Kauwhata Works and Issues Report</b>
Date:	1 March 2023
Report author:	Vishal Ramduny, Strategic Projects Manager
Authorised by:	Vishal Ramduny, Strategic Projects Manager

### 1. Purpose of the report Te Take moo te puurongo

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The purpose of this report is to update the Committee on works and issues arising from the previous meeting.

### 2. Staff recommendations Tuutohu-aa-kaimahi

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**That the Te Kauwhata Works and Issues report be received.**

### 3. Attachments Ngāa taapirihanga

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Attachment 1 – Works and Issues Report – January/February 2023

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**TE KAUWHATA COMMUNITY COMMITTEE**  
**WORKS & ISSUES REPORT**  
**FOR MEETING OF 1 MARCH 2022**

	<b>Works/Initiative</b>	<b>Actionee</b>	<b>Timeline and progression of works and issues</b>	<b>Status update</b>
I.	Dog exercise area - Benches - Dog agility equipment	<u>Council</u> Megan May  <u>TKCC</u> Tim Hinton Adele Theron Jeff Lyons	<p><b>Meeting of 3 August 2022</b>            Tim advised that he has been in touch with both the Te Kauwhata College and the Lions Club. The community garden is completed. The Lions Club and Menshed are working together to install some of the old equipment from the Te Kauwhata Playground in the dog park. Installation is expected to happen in October/November 20232022.</p> <p><b>Meeting of 7 September 2022</b>             Tim Hinton advised that the installation works is expected to be completed by November 2022.</p> <p><b>Meeting of 30 December 2022</b>             Tim Hinton advised that the rainy spring weather was making it difficult to complete the works but that he was aiming to have it done before Christmas 2022. Ian Wrigley and Jeff Lyons indicated that they would be available to help with this. Cr Raumati indicated that she has advised Ed McVicar (Council's Open Spaces Project Coordinator) regarding the equipment from the Village Green playground which was replaced.</p> <p><b>Meeting of 1 February 2023</b></p> <ul style="list-style-type: none"> <li>• Stephanie Loughnan (Parks and Reserves Technical Support Officer) is coordinating the delivery of the equipment from the Horotiu dog park to Te Kauwhata.</li> <li>• Adele Theron proposed that a BBQ table and a shade needs to be installed. Tim Hinton indicated that the</li> </ul>	<p><b>Meeting of 1 March 2023</b>             Tim Hinton to provide a verbal update on:</p> <ul style="list-style-type: none"> <li>- Delivery of equipment from the Horotiu dog park.</li> <li>- Installation of tables and shade cloth.</li> <li>- Cordoned area for small dogs.</li> </ul>

	Works/Initiative	Actionee	Timeline and progression of works and issues	Status update
			<p>tables are ready to be installed and that a shade can be investigated.</p> <ul style="list-style-type: none"> <li>• It was also noted that a cordoned off area for small dogs is needed.</li> <li>• Tim Hinton, Adele Theron, and Jeff Lyons to work on the shade for the tables and a cordoned off area for small dogs.</li> </ul>	
2.	<p>Te Kauwhata walkway at the end of Blunt Road and adjacent to the Whangamarino Wetlands (to be renamed Walkway extending from Saleyard Road to Waikato District Council Reserve section of the former Blunt Road walkway)</p> <p>(Note: \$150,000 from the North Waikato Development Fund has been allocated to this project with other funding sources being looked at by the Committee).</p>	<p><u>Council</u> Ed McVicar Open Spaces Project Coordinator</p> <p><u>TKCC</u> John Cunningham Marlene Raumati Estelle Jonathan Tim Hinton Whitney Totorewa</p>	<p><b>Meeting of 30 December 2022</b></p> <p>A staff report was presented to the Committee highlighting the additional costs related to the resource consent application process and further engagement of relevant experts to support a consent application for the construction of a walkway/boardwalk at the end of Blunt Road. It was reported that this will result in a funding shortfall. It was also noted that assessments of the open drain and the potential for a retrospective resource consent application will also impact the existing budget.</p> <p>The Committee subsequently resolved to halt the extension of the Blunt Road walkway project adjacent to the Whangamarino Wetland and instead investigate (with the relevant Council staff) a project based on the completion of the Saleyard Road walkway stopping at the Waikato District Council reserve section of the (former Blunt Rd) walkway; which would also include story board/s about the significance of the wetland from a mana whenua viewpoint, DOC, plantings, seating, and about the flora and fauna in the wetland.</p> <p>It was further agreed that a sub-committee made up of the following members of the Committee will work with Council staff on this project based on the existing budget: Cr Marlene Raumati Estelle Jonathan John Cunningham Tim Hinton Whitney Totorewa</p>	<p><b>Meeting of 1 March 2023</b></p> <p>Awaiting confirmation around open drain consenting and final consultant cost to come out of budget before proceeding with recommended alternative analysis.</p>

	Works/Initiative	Actionee	Timeline and progression of works and issues	Status update
			<p><b>Meeting of 1 February 2023</b></p> <p>It was noted that Ed Mc Vicar, Council's Open Spaces Project Coordinator, will be the lead staff member for this work.</p>	
3.	Safety improvements on Main Road	<p><u>Council</u> Attinder Singh, Roading and Contracts Manager</p> <p><u>TKCC</u> John Cunningham Marlene Raumati Estelle Jonathan Tim Hinton Whitney Totorewa</p>	<p><b>Meeting of 1 March 2023</b></p> <ul style="list-style-type: none"> <li>• Attinder Singh (Council's Roading Contract Manager) presented staff's proposal for safety improvements on the Main Road. The Committee provided the following input for staff's consideration. <ul style="list-style-type: none"> <li>– Safety is paramount and non-negotiable.</li> <li>– Parking needs to be looked at outside the medical facilities.</li> <li>– The speed cushioning to be placed further out or removed.</li> <li>– The ambulance parking bay is required.</li> <li>– There was no opposition regarding removing the temporary parking opposite New World.</li> </ul> </li> <li>• It was recommended that Attinder Singh develop a final proposal together with Cr Marlene Raumati, Ian Wrigley, Angela van de Munckhof, Adele Theron and Whitney Totorewa and circulate the proposal to the Committee via email within two weeks of this meeting.</li> </ul>	<p><b>Meeting of 1 March 2023</b></p> <p>Site plan is updated with all the required changes except adding additional car park outside doctors which we cannot do due to ambulance parking bay and cannot provide reserved car park to one shop owner as it is not fair to others and others will be asking for same in near future, considering these factors WDC cannot commit for reserved car park.</p> <p>Site plan is shared with Councillor Marlene Raumati and also been forwarded to sub-committee on 12/02/2023.</p> <p><u>NOTE:</u> Due to cyclone Gabrielle emergency, this project work will be pushed a bit as all our resources are now busy in emergency management work.</p>

## 4. Te Kauwhata Domain Projects and Action Plan

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### Background

TKCC resolved in 2021 that \$100K the North Waikato Development Fund be used as seed funding to seek further investment for the purposes of upgrading the domain, and in particular the walkway/fitness trail.

- There is \$62,000 allocated in year 2 of Council's Long-Term Plan (2021-2031) for improvements in the Domain, and \$216,112 for the Domain walkway.
  - Council will be renewing the Village Green Playground with some minor upgrades.
  - Kim Wood (Council's former Open Spaces Project Co-ordinator) convened workshops with both the Te Kauwhata Domain Committee and the Te Kauwhata Community Committee in late 2021 to co-design the Domain Concept Plan.
  - A Domain Projects and Action List was developed in April 2022.
  - The project is now in planning phase.
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<p><b>4.1. Te Kauwhata Domain walkway and fitness trail</b></p> <p><u>Notes</u></p> <ul style="list-style-type: none"> <li>▪ \$100,000 allocated by TKCC.</li> <li>▪ Costing of the concrete path has commenced together with identification of fitness equipment.</li> <li>▪ \$216,000 allocated from WDC in the LTP available towards this project.</li> <li>▪ May require a modest funding top up from the Blueprint allocation since the qualifications of seed funding have been well met.</li> <li>▪ Note: the stretch between the top of Mahi path and across the 'daffodil' bank will be not concreted but become a mown path.</li> </ul>	<p><u>Council</u> Ed McVicar Open Spaces Project Coordinator</p> <p><u>TKCC</u> John Cunningham Tim Hinton</p>	<p><b>1 June 2022</b></p> <p>Walkway and fitness trail will be 450 metres at 2 metres wide. Cr. Sedgwick suggested given that the cost is far less than anticipated, the funding that had been set aside could be used for the likes of fitness equipment. Some seed funding could be set aside for the substantial part of the walkway. It was noted that the funding needs to be spent, or at least allocated, prior to 30 June 2023.</p> <p><b>Action 1:</b> Cr.Sedgwick to find out if there is a 'use by' date for any of the funds. There are \$62,000 set aside for improvements at the Domain.</p> <p><b>Action 2:</b> The track needs to be agreed by the Domain Committee and TKCC. (Pending).</p> <p><b>3 August 2022</b></p> <p>It was corrected that the length of the walkway and trail will be 450 metres and not 45 meters. Cost estimate for 400m is \$106k, based on \$132/m. Cr. Sedgwick indicated that the \$62,000 set aside for improvements to the Domain can be rolled over if unspent.</p> <p>The following actions were identified:</p> <ul style="list-style-type: none"> <li>▪ Mr Hinton and Mr Cunningham to assess the walkway loop location.</li> <li>▪ Mr Hinton to then send a map to Ed McVicar (copied to Megan May) showing the precise location of the walkway.</li> <li>▪ Cr. Sedgwick to meet with Ed McVicar to finalise the location of the walkway.</li> </ul> <p><b>7 September 2022</b></p> <ul style="list-style-type: none"> <li>▪ Ed McVicar (Council's Open Spaces Project Coordinator) confirmed that \$62,000 is available this financial year for the project.</li> <li>▪ \$216,000 is budgeted for 2023/2024 in Council's Long Term Plan.</li> </ul>	<p><b>1 March 2023</b></p> <p>A multi-year (2+2years) Walkways Contract is being developed.</p> <p>The walkway projects in the contract will include Te Kauwhata Domain Walkway, Rotokauri Walkway and Wi Neera Walkway (Raglan) among others.</p> <p>The Contract will be going out to the market in April when the walkways designs are completed. Project Management consultants Octa have been engaged to complete the procurement plan, Tender documents and Contract.</p>
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		<ul style="list-style-type: none"><li>▪ The Te Kauwhata Community Committee has allocated \$100,000 from the North Waikato Development Fund.</li><li>▪ Detailed design underway for the entire section.</li><li>▪</li></ul> <p><b>Meeting of 30 November 2022</b></p> <p>The route has been confirmed. A full walkover with Tim Hinton has been done. Planned surfacing and scope completed and will become part of the walkways contract.</p> <p><b>Meeting of 1 February 2023</b></p> <p>A multi-year (2+2years) Walkways Contract is being developed and will be going out to the market over the coming months. The walkway projects will include Te Kauwhata Domain Walkway, Rotokauri Walkway and Wi Neera Walkway (Raglan) among others.</p>	
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<p><b>4.2. Community outdoor stage</b></p> <p><u>Notes:</u></p> <ul style="list-style-type: none"> <li>▪ Location to be determined in conjunction with WDC.</li> <li>▪ Cost estimates needed before applications for external funding can be made</li> <li>▪ Seeking WDC Blueprint seed funding of \$20K as part of external funding applications.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Toni Grace (for TKCC)</li> <li>▪ Jason Marconi (for WDC)</li> </ul>	<p><b>1 June 2022</b></p> <p>Outdoor Stage: Lauren Hughes from the Community House was contacted but advised that she was not at a stage where she had anything to report and requested a meeting with Toni and/or Jeanie. A design however this cannot be finalised until such time as the location of the stage is confirmed. This project is to be put on hold for three months until such time Lauren can progress this project.</p> <p>Seed funding for stage deferred. Lianne suggested that WEL Energy Trust may be amenable to quick response funding.</p> <p><b>30 November 2023</b></p> <p>It was suggested that this project be discussed at the February 2023 Committee meeting.</p> <p><b>Meeting of 1 February 2023</b></p> <p>Jo Gurnell and Liz Tupuhi will lead this project.</p>	<p><b>Meeting of 1 March 2023</b></p> <p>Jo Gurnell and Liz Tupuhi to provide an update at the meeting.</p>
<p><b>4.3. Cameras</b></p> <p><u>Notes:</u></p> <ul style="list-style-type: none"> <li>▪ The Rugby Club is happy to host cameras covering the car park, the freedom camping area, scout den and ultimately, the destination playground.</li> <li>▪ Estimated costs \$12,000 linking to the police system.</li> <li>▪ Funding available from the TKCC Discretionary Fund for \$10K.</li> </ul>	<p><u>Council</u> Megan May, Deputy GM for Service Delivery</p> <p><u>TKCC</u> Marlene Raumati</p> <p><u>Community</u> Mario Vodanovich</p>	<p>Mario Vodanovich to obtain quotes from Cornerstone and liaise with Jason Marconi (WDC).</p> <p><b>30 November 2022</b></p> <p>Cr Raumati reported that this project will be rolled up into a wider district-wide camera roll out programme managed by Council.</p> <p><b>Meeting of 1 February 2023</b></p> <p>Cr Raumati will meet with Council's Deputy General Manager for Service Delivery, Megan May, and with Mario Vodanovich to discuss how this project will be rolled out.</p>	<p><b>Meeting of 1 March 2023</b></p> <p>Cr Raumati to provide a verbal update at the meeting.</p>

<p><b>4.4. Domain community garden project</b></p> <p><u>Notes:</u></p> <ul style="list-style-type: none"> <li>Community House to lead the community garden project</li> </ul>	<p><u>Council</u></p> <p>-</p> <p><u>TKCC</u></p> <p>Tim Hinton</p> <p>Jo Gurnell</p> <p>Whitney Totorewa</p>	<p><b>May 2022</b></p> <ul style="list-style-type: none"> <li>Identify sites in Fruit Forest along with WDC</li> <li>Determine what can be build and where</li> <li>Arrange building (Menshed/Lions/community)</li> <li>WDC Community Connections team to provide more fruit trees and bulbs during planting time for the Domain.</li> </ul> <p><b>1 June 2022</b></p> <p>Tim Hinton met Jo in relation to what council rules are. Tim has met with the Lions Club who will be coming back to him in relation to the materials required to build six raised garden beds. He also advised that the community garden has also got support from Yates for seedlings and Carters are going to provide the topsoil and potting mix for planting. Huntly has 3,000 spare spring bulbs that will be planted around the Domian before the end of June. There are also some more fruit trees coming also which may be planted in the location of the new walkway into the Domain from Mahi Road.</p> <p><b>Action 1:</b> <i>Mr Hinton is to get quotes for raised garden beds (\$3,000 towards this project has been seed funded through Council's Placemaking budget).</i></p> <p><b>Action 2:</b> <i>The Community Committee will need to liaise with Jason from the Community Development Team for the payment transfer when the project is ready to start.</i></p> <p><b>3 August 2022</b></p> <p>Mr Hinton reported that the garden beds have been laid by the Lions Club and that \$3000 from Council's Placemaking Budget can be used for the irrigation. A Maaori herbal garden is being planned.</p>	<p><b>Meeting of 1 March 2023</b></p> <ul style="list-style-type: none"> <li>Tim Hinton to provide an update on the proposed site meeting.</li> <li>Whitney Totorewa to provide an update on the list of appropriate plant species for the garden.</li> </ul>
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		<p><i>Action: Letters of thanks from TKCC to be written to TK Lions (installation), Barakats (donation of materials), Prashant Patel (donation of materials).</i></p> <p><b>7 September 2022</b></p> <ul style="list-style-type: none"> <li>▪ Tim Hinton advised that the sign has been installed and that the irrigation gardens will be installed by the end of September.</li> <li>▪ \$4500.00 was granted from the placemaking project.</li> <li>▪ Tim to send Jason Marconi the invoice for the works.</li> </ul> <p><b>30 November 2022</b></p> <p>Tim Hinton acknowledged and thanked Jo Gurnell for helping with this project and Jason Marconi for accessing the funds. Committee members remarked that the garden was looking good. The Committee was asked for help with promoting the garden. It was noted however that the Rongoa garden was still to be established and that Tim Hinton, Jo Gurnell and Whitney Totorewa will work on this together.</p> <p><b>Meeting of 1 February 2023</b></p> <ul style="list-style-type: none"> <li>• Tim Hinton indicated that planting season is typically in May and June and that plant sourcing is done in February and March.</li> <li>• Tim Hinton to organize a site meeting.</li> <li>• Whitney Totorewa to source a list of appropriate plant species for the garden.</li> </ul>	
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<b>4.5. Mural adjacent to squash club</b>	<u>TKCC</u> Adele Theron Tim Hinton	<b>Meeting of 1 February 2023</b> Adele Theron proposed that a mural representing all sports be erected at the squash club. Estelle Jonathan suggested that there should also be some cultural artworks on the mural. This will be added to the list of Te Kauwhata Domain projects. Adele to work with Tim Hinton on the planning and design and seek appropriate input from members of the Committee and Claire Du Bosky.	<b>1 March 2023</b> Verbal update to be provided by Adele Theron at the meeting.
<b>Completed Domain projects</b>			
<b>Project</b>	<b>Date completed</b>		
Te Kauwhata Domain cricket club nets	November 2022		

**Community Projects Update** (As at 22 February 2023)Te Kauwhata Domain Walkway and Fitness Trail

GDC Consultants are currently undertaking the site assessment and design portions for the Te Kauwhata Domain Walkway. It is expected that the design will be completed by the end of March.

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