



Agenda for a meeting of the Pokeno Community Committee to be held in the Pokeno Community Hall, Cnr Great South Road and Market Street, Pokeno on **TUESDAY 12 FEBRUARY 2019** commencing at **7.00PM**.

Information and recommendations are included in the reports to assist the committee in the decision making process and may not constitute Council's decision or policy until considered by the committee.

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

3. DISCLOSURES OF INTEREST

4. CONFIRMATION OF MINUTES

Meeting held on Tuesday 11 December 2018 2

5. REPORTS

- | | | |
|-----|---|--------|
| 5.1 | Pokeno Works & Issues Status of Items February 2019 | 6 |
| 5.2 | Pokeno Community Committee Schedule | 10 |
| 5.3 | Year to Date Service Request Report | 12 |
| 5.4 | Blueprint Update | 17 |
| 5.5 | Councillor's Report | Verbal |
| 5.6 | Committee Reports | Verbal |
| 5.7 | Next Meeting's Agenda Items | |
| 5.8 | General Business | |

GJ Ion
CHIEF EXECUTIVE

Open Meeting

To	Pokeno Community Committee
From	Gavin Ion Chief Executive
Date	22 November 2018
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV0516
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of the Pokeno Community Committee meeting held on Tuesday 11 December 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Pokeno Community Committee held on Tuesday 11 December 2018 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

PCC Minutes 11 December 2018



POKENO COMMUNITY COMMITTEE

MINUTES of the monthly Pokeno Community Committee meeting held in the Pokeno Hall, Pokeno, on 11 December 2018, commencing at 7.00pm.

Committee Members Present: Helen Clotworthy, Tricia Graham, Doug Rowe, Todd Miller, Janet McRobbie, Charles Hackett, Morris Roberts, Ric Odom, Lance Straker

WDC Staff in Attendance: Ian Cathcart, Vishall Ramandy (Strategic Planner)

Councillors in Attendance Cr J Church Cr D Fulton

Community Members Community Members attended.

1 APOLOGIES: Apologies received from Kris Hines, Wayne Rodgers

Moved that the apologies be accepted: Helen Clotworthy

Seconded: Doug Rowe

2 CONFIRMATION OF THE STATUS OF THE AGENDA

This was moves that item 5.2 be considered before 5.1

Moved Helen Clotworthy

Seconded Tricia Graham

3 DISCLOSURE OF INTEREST

There was no disclosure of interest

4. CONFIRMATION OF THE MINUTES

Moved Todd Miller

Seconded Tricia Graham

5. REPORTS

5.2 Pokeno Works and Issues

This was presented by Ian Cathcart

- Quotes are being obtained for the zig-zag walkway, a decision awaits these

- A formal letter has been sent to the real estate company regarding their parking
- The design of the new Whangarata Road Cemetery is under way - more consultation is envisaged.
- The sharp bend on Helenslee Rd requires more than the double yellow lines requested – it needs to be looked at by the road engineers.
- The work on the upgrade of the Pokeno Toilets going out to tender in the New Year.
- The Kowhai Downs Waterfall area has not yet been vested in council so until it is council can do nothing about the rubbish problem. It was considered that before a development starts it would be a good idea to sort out this type of problem.
- Project Update – to be presented mid-January
- Roading Update When the Hitchen Rd bridge opens a 50km zone will be in place.
Ford Street is not to be closed in the short term because of truck considerations
A long term holistic view is being developed including ideas for a ring road
There is considerable degrading of the road between Great South Rd and the Motorway on ramp
- Power Upgrade is agreed on
- There is a rabbit problem at the moment Ric Odom to make the appropriate phone call

5.1 Passenger Rail Business Case

A report was presented by Cr D Fulton and Vishall Ramandy

The start-up rail service between Hamilton and Papakura where it joins the Metro service has been agreed on – this has been pushed by central government. The original plan was to have it stopping at Huntly and Tuakau but the Business Case for a stop in Tuakau does not stack up. Money originally ear marked for the Tuakau Station has now been relocated to upgrading the Huntly Station. It is thought that around 300 people a day will use this. A 75% subsidy for the start-up project has been guaranteed for 3 years

A robust discussion followed this as residents of Pokeno are concerned about our lack of Public Transport as more and more people pour onto the Southern Motorway.

We were told however that in June 2019 a bus service from Pokeno to Pukekohe via Tuakau connecting with the trains will start. This will be at half hour intervals at peak times and 2 hourly during the day.

In 2023 the Metro line will be electrified as far as Pukekohe The currant diesel engines used between Papakura and Pukekohe could then be used to extend the line to Pokeno and Mercer

5.3 Pokeno Community Committee Schedule

- Transit to be invited to the February meeting
- Gavin Donald to be invited to present the results of the group at the March meeting

5.4 Interests Register

- In the interests of transparency the Council like us to fill out a disclosure of interests form. This can be done on line or on the form

5.5 Christmas Parade

Allen will send out details to those involved on Wednesday. There has been a great response.

5.6 Councillors Report

With things winding down for the end of the year there was nothing thing to report

5.7 Street Naming

New names are required but the rules seem to be changing. Clarification to be sought

5.8 Committee Reports

The Community patrol will continue over the holiday period.
Meet and Greet to have their Xmas function on the 13th December

There being no further business Helen declared the meeting closed at 9.00pm and invited those attending to indulge in Xmas Cheer
The next meeting to be held on February 11th at 7.00pm
There is no January meeting

Open Meeting

To	Pokeno Community Committee
From	Ian Cathcart General Manager Service Delivery
Date	12 February 2019
Prepared by	Karen Bredesen PA to the General Manager Service Delivery
Chief Executive Approved	Y
Reference/Doc Set #	PCC2018; GOV0516
Report Title	Pokeno Works & Issues: Status of Items February 2019

1. EXECUTIVE SUMMARY

To update the Committee on issues arising from the previous meeting.


2. RECOMMENDATION

THAT the report from the **General Manager Service Delivery** be received.

3. ATTACHMENTS

Pokeno Works & Issues: Status of Items November 2018

REPORT

Issue	Area	Action	Comments
Footpath	Megan	<p>Need to investigate footpath 30 metres between Zig Zag Hillpark Drive (?) and Mill Hill Crescent (?) behind the wetlands.</p>  <p>As per last month Zig Zag Hillpark Drive and Mill Hill Crescent Behind Wetlands.</p> <p>There is no footpath linking the Zig Zag path to the other concrete path, is this to be formed by the developer? Could this be a boardwalk?</p>	<p>This walkway was created by the developer. Investigations are needed to determine if it should have been concrete but due to the terrain it is on, concreting it may not have been feasible.</p> <p>Further investigation will occur.</p> <p><u>NOVEMBER:</u> Staff have looked into the area between the zigzag hill path and the walkway detailed on the map.</p> <p>Due to the terrain and access issues, the cost to install and maintain a walkway in this area will likely be very expensive. Staff will have this job quoted and once received will determine if this path is the best use of ratepayers money or if there are other walkways that would be more beneficial to the community and therefore will have a higher priority.</p> <p><u>DECEMBER:</u> Council staff have met with developers to look at options for walkway development. Currently awaiting quotes for different options and depending on pricing, may result in one of the following:</p> <ul style="list-style-type: none"> • Retaining wall installed, grass path widened and will be maintained by being mown • Boardwalk built to widen the path • Gravel walkway widened <p>An update will be provided once quotes are received.</p>
Tuakau/Pokeno New Cemetery	Deidre	<p>Committee request a workshop to have input on the cemetery design. Internal specifics not road, parking and entrance.</p> <p>(Could have a joint workshop with OTCB)</p>	<p>The Community Projects team will run a workshop as requested to enable co-design of the cemetery with both the Pokeno Community Committee and the Onewhero-Tuakau Community Board.</p>

Issue	Area	Action	Comments
			<p>This construction season staff will endeavour to complete the widening and sealed access from Whangarata Road with our Waikato District Alliance partners, so that all future cemetery construction can be undertaken without further traffic management on the busy corridor.</p> <p>Construction within the cemetery property has been re-scheduled for the 2019/20 construction season (next summer), for extended consultation and planning, so we can maximise the value of the project to the community.</p>
Double Yellow Lines	Gary/Gareth	Helen Clotworthy (helen@pokenobacon.co.nz , 027 248 4275, 09 239 2086) has asked if a double yellow line be painted when you head north on Helenslee Rd between Gateshead Rd and Hillpark Rd. There is a sharp bend veering right, cars heading north often cut the corner forcing oncoming vehicles into the scrub and ditch.	<p>The Road Safety Engineer, Gareth Bellamy, updated Helen Clotworthy on 12 December 2018.</p> <p>The road is due for upgrade long term. In the short term, trees are being trimmed.</p>
Toilet	Kevin/Donna/Megan	<p>Can confirmation be given of the colour scheme for painting?</p> <p>Can WDC propose toilet colours for approval and engage with PCC.</p>	Colour scheme has not yet been developed. Colour options for exterior of the toilet will be presented to the Committee for consideration.
Subdivisions and Bins	Luke	What is the process for bins to be installed? Are they put in as part of the subdivision – creation pre 224?	Bins are installed in conjunction with commercial or business areas only and not considered for residential subdivision due to the fact that Council has a kerbside collection in place.
NZTA Plans for SH1, SH2 and Rail in the area	Ian	Invite Barry Dowsett of NZTA to March/April meeting to discuss NZTA plans for SH1, SH2 and Rail in the area.	To be arranged
Bus Service Starting July 2019	Gary/Luke	<p>WDC staff to check if this can be brought forward.</p> <ul style="list-style-type: none"> - Critical Inquiry sent 12 December 2018, awaiting feedback. 	The northern services are still planned for mid 2019 start (feedback overleaf)

SERVICE DELIVERY**Single Stage Business Case for the Start-up Passenger Rail Service – Response from Waikato Regional Council to questions on bringing the Northern Bus Service forward.**

1. **Questions were raised if it would be possible to have these bus services start earlier than the proposed June date.**

Answer – It is unlikely we could implement the services any earlier. In a practical sense we need to award services contracts and allow enough time for a contractor to secure (build or purchase buses) and recruit drivers among other things. There is some risk already in terms of being able to meet the June timeframe.

2. **Where are the intended bus stop to be located in Pokeno and Tuakau?**

Answer – Provision of bus stops and shelters are the responsibility of the Waikato District Council as the road controlling authority. We have provided some suggested locations previously but these are yet to be finalised.

3. **The OTCB Community Board and Pokeno Community Committee wish to participate in discussion for the locations of the Bus stops.**

We are looking for WDC to take lead on finalising stop locations and are keen to assist however we can. We think engaging with the Community Board and Committee is a good idea.

Open Meeting

To	Pokeno Community Committee
From	Ian Cathcart General Manager Service Delivery
Date	30 January 2019
Prepared by	Karen Bredesen PA to General Manager Service Delivery
Chief Executive Approved	Y
Reference #	GOV0516
Report Title	Pokeno Community Committee Schedule

1. EXECUTIVE SUMMARY

The purpose of this report is to provide an updated Pokeno Community Committee Schedule to discuss and populate.

It is intended that the Committee will develop a schedule as a guide for Council support and community information and engagement.

2. RECOMMENDATION

THAT the report from the General Manager Service Delivery be received.

3. ATTACHMENTS

Pokeno Community Committee Schedule

January 2019	February 2019	March 2019
No meeting	Early in 2019, the Committee to schedule a workshop to provide more street names. Transit to be invited to meeting.	Gavin Donald to be invited to present the results of the group at the March meeting.
April 2019	May 2019	June 2019
No meeting		
July 2019	August 2019	September 2019
No meeting		
October 2019	November 2019	December 2019
No meeting		

Open Meeting

To	Pokeno Community Committee
From	Tony Whittaker Chief Operating Officer
Date	14 January 2019
Prepared by	Sharlene Jenkins Executive Assistant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0516
Report Title	Year to Date Service Request Report

1. EXECUTIVE SUMMARY

To update the Committee on the Year to Date Service Request Report to 31 December 2018.

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received.

3. ATTACHMENTS

Year to Date Service Request Report for Pokeno Community Committee

Service Request Time Frames for POKENO Community Board

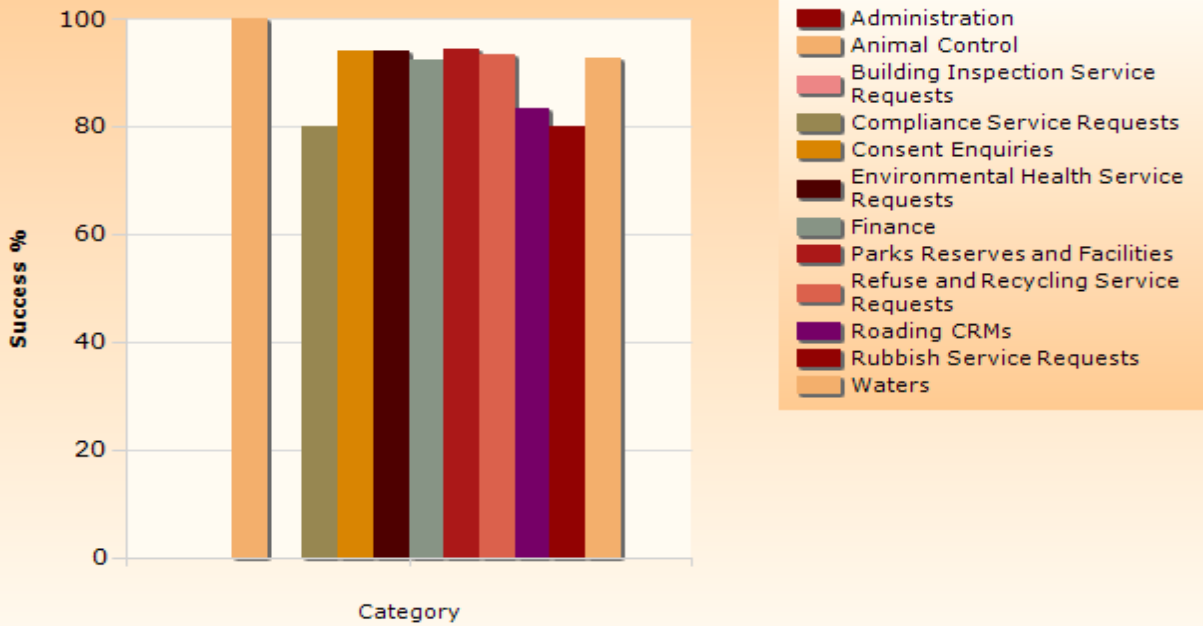
Date Range: 01/10/2018 to 31/12/2018



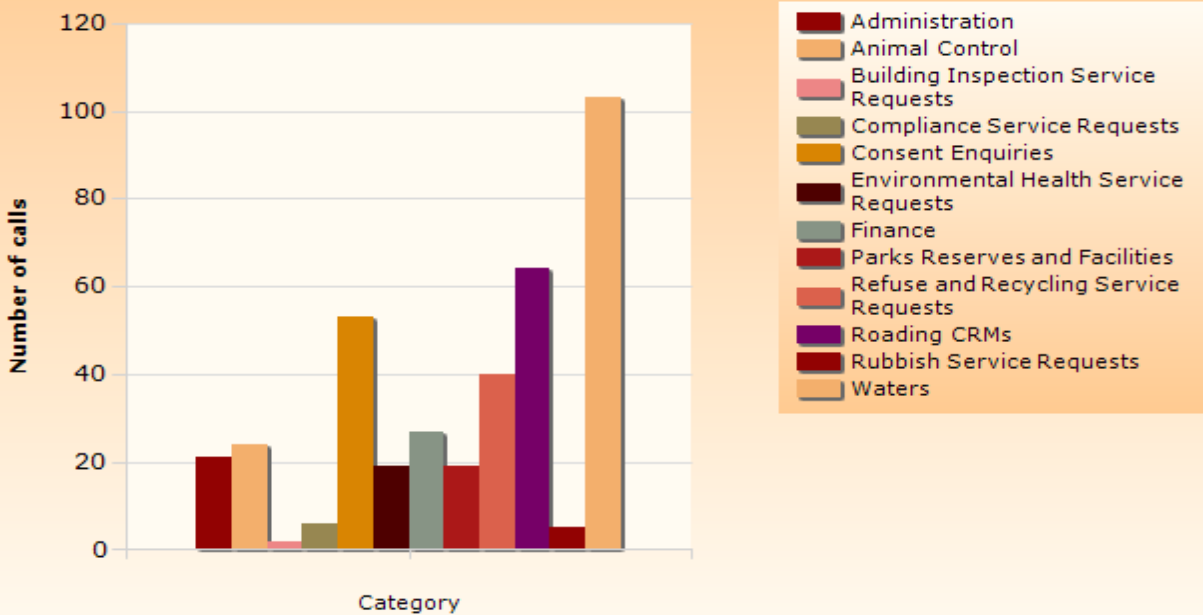
The success rate excludes Open Calls as outcome is not yet known.

1/11/2019 3:36:16 PM

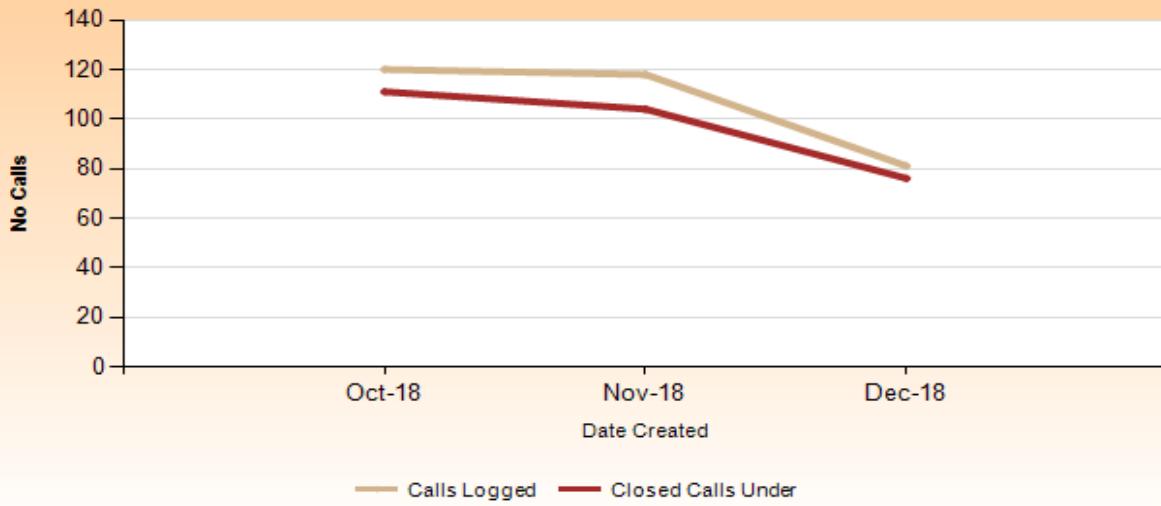
Call Completion % Success by Type



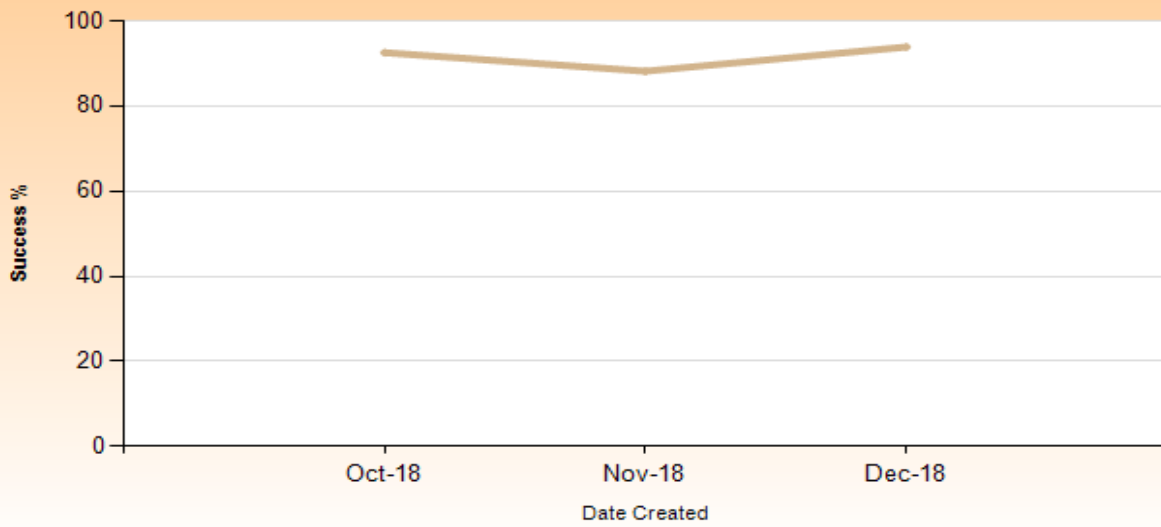
Number of Calls logged by Type



Volume of Calls Closed vs Calls Closed in Time



Completion Success per month



		Open			Closed		
Closed Calls are those calls logged during the time period that are now closed.	Open Calls are all the calls open for the ward and may have been logged at any time.	Number of Calls	Open Calls Over	Open Calls Under	Closed Calls Over	Closed Calls Under	Success Rate
Administration							
	Summary	21	21				NaN
	Pro rated rates for the period xx to xx	21	21				NaN
Animal Control							
	Summary	24	2	5		17	100.00%
	Animal Charges	3				3	100.00%
	Dog Property Visit	1		1			NaN
	Dog Straying - Current	8	2			6	100.00%
	Dog Straying - Historic	3				3	100.00%
	Dog/Animal Missing	2				2	100.00%
	Dogs Aggression - Current	1				1	100.00%
	Dogs Barking Nuisance	6		4		2	100.00%
Building Inspection Service Requests							
	Summary	2			2		0.00%
	Building Inspection Service Requests	2			2		0.00%
Compliance Service Requests							
	Summary	6	1		1	4	80.00%
	Compliance - Unauthorised Activity	5	1			4	100.00%
	Non-animal bylaws	1			1		0.00%
Consent Enquiries							
	Summary	53		1	3	49	94.23%
	Onsite Services	2				2	100.00%
	Planning Process	13		1	1	11	91.67%
	Property Information Request	18			2	16	88.89%
	Rural Rapid Number assignment & purchase of plates	1				1	100.00%
	Zoning and District Plan Enquiries	19				19	100.00%
Environmental Health Service Requests							
	Summary	19		2	1	16	94.12%
	Environmental Health Complaint	3		2	1		0.00%
	Noise complaints straight to contractor	16				16	100.00%
Finance							
	Summary	27			2	25	92.59%
	Rates query	27			2	25	92.59%
Parks Reserves and Facilities							
	Summary	19		1	1	17	94.44%
	Parks & Reserves - Council owned land	2				2	100.00%
	Parks & Reserves - Reserve Issues	17		1	1	15	93.75%
Refuse and Recycling Service Requests							
	Summary	40	4	6	2	28	93.33%
	New collections	6		1		5	100.00%
	Recycling Not Collected	10	2	3		5	100.00%
	Refuse - Non-Collection	19	1	2		16	100.00%
	Refuse & Recycling Contractor Complaints	1				1	100.00%
	Refuse & Recycling Enquiries	4	1		2	1	33.33%

Roading CRMs							
	Summary	64		16	8	40	83.33%
	New Vehicle Entrance Request	39		11		28	100.00%
	Request 4 new street light path sign etc	2				2	100.00%
	Road Marking Sign & Barrier Maint Marker Posts	1		1			NaN
	Road Safety Issue Enquiries	2		1		1	100.00%
	Roading Work Assessment Required - OnSite 5WD	6		2		4	100.00%
	Routine Roding Work Direct to Contractor 5WD Comp	1				1	100.00%
	Street Light Maintenance	7			6	1	14.29%
	Urgent Roding Work 4Hr Response	3				3	100.00%
	Vegetation Maintenance	3		1	2		0.00%
Rubbish Service Requests							
	Summary	5			1	4	80.00%
	Abandoned Vehicle	1				1	100.00%
	Illegal Rubbish Dumping	4			1	3	75.00%
Waters							
	Summary	103		5	7	91	92.86%
	3 Waters Enquiry	12		1	2	9	81.82%
	3 Waters Safety Complaint - Non Urgent	1				1	100.00%
	Drinking water billing	17				17	100.00%
	Drinking Water Final Meter Read	54		4		50	100.00%
	Drinking Water Major Leak	1			1		0.00%
	Drinking Water minor leak	3			1	2	66.67%
	Drinking Water Quantity/Pressure	2				2	100.00%
	Fix Water Toby	2				2	100.00%
	New Drinking Storm Waste water connections	7				7	100.00%
	Stormwater Property Flooding	1				1	100.00%
	Wastewater Overflow or Blocked Pipe	3			3		0.00%
Total		383	28	36	28	291	91.22%

Open Meeting

To	Pokeno Community Committee
From	Clive Morgan General Manager Community Growth
Date	29 January 2019
Prepared by	Jim Ebenhoh Planning & Policy Manager
Chief Executive Approved	Y
Reference #	GOV0516
Report Title	Blueprint Update

I. EXECUTIVE SUMMARY

Following dozens of community workshops in 2018, consultants Urbanism Plus have produced a draft Blueprint report, including a proposed Districtwide Blueprint as well as 15 proposed Local Area Blueprints. These documents, which are currently being proofread, will be presented to the 27 February meeting of Council's Strategy & Finance Committee, for approval to release for a one-month round of public feedback (proposed to be 08 March – 08 April). During this time, a number of drop-in sessions throughout the District will be held for anyone who has questions. The availability of the reports, feedback period and drop-in sessions will be well-publicised, and communicated to all Community Boards and Committees in advance.

Following feedback, the reports are expected to be revised, then presented back to the Strategy & Finance Committee in May, and to full Council for approval in June. An implementation committee is likely to be established to work on incorporating the Blueprint documents into Council's future strategic and operational planning.

2. RECOMMENDATION

THAT the report from the General Manager Community Growth be received.

3. ATTACHMENTS

NIL