

Agenda for a meeting of the Te Kauwhata Community Committee to be held in the St John Hall, 4 Baird Avenue, Te Kauwhata on **WEDNESDAY 6 MARCH 2019** commencing at **7.00pm**.

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

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

Ms J Dolan (Economic and Community Development Manager) will be present to provide an overview of the work that the Economic Development Team is doing.

3. DISCLOSURES OF INTEREST

4. CONFIRMATION OF MINUTES

Meeting held on Wednesday 13 February 2019 2

5. REPORTS

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GJ Ion
CHIEF EXECUTIVE

Open Meeting

To	Te Kauwhata Community Committee
From	Gavin Ion Chief Executive
Date	19 February 2019
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV0509
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of the Te Kauwhata Community Committee meeting held on Wednesday 13 February 2019.

2. RECOMMENDATION

THAT the minutes of the meeting of the Te Kauwhata Community Committee held on **Wednesday 13 February 2019** be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

TKCC Minutes

MINUTES of a meeting of the Te Kauwhata Community Committee held at the St John Ambulance Rooms, 4 Baird Avenue, Te Kauwhata on **WEDNESDAY 13 FEBRUARY 2019** commencing at **7.00pm**.

Present:

Ms T Grace (Chairperson)
Cr JD Sedgwick
Mrs C Berney (Secretary)
Mr J Cunningham
Mr D Hardwick
Mr T Hinton
Mr C Howells
Mr B Weaver

Attending:

Mr AM Sanson (His Worship the Mayor)
Mr V Ramduny (Strategic Projects Manager)
Mr R Rink (Contracts Team Leader)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr J Cunningham, Cr J Sedgwick)

THAT an apology be received from Mr K Dawson.

CARRIED on the voices

TKCCI902/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mrs C Berney, Mr B Weaver)

THAT the agenda for a meeting of the Te Kauwhata Community Committee held on Wednesday 13 February 2019 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED on the voices

TKCCI902/02

DISCLOSURES OF INTEREST

Mr D Hardwick advised members of the Board that he would declare a non financial conflict of interest in item 5.1 [*Works and Issue Report*].

CONFIRMATION OF MINUTES

Resolved: (Mr B Weaver, Mr J Cunningham)

THAT the minutes of a meeting of the Te Kauwhata Community Committee held on Wednesday 6 December 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

TKCCI902/03

REPORTS

Te Kauwhata Works & Issues Report: February 2019

Agenda Item 5.1

Mr Hardwick declared a conflict of interest and did not take part in discussion of this item.

The report was received [*TKCCI902/02 refers*] and discussion was held.

Councillor's Report

Agenda Item 5.2

Cr Sedgwick gave a verbal report and answered questions of the Committee.

The report was received [*TKCCI902/02 refers*] and discussion was held

Discretionary Fund Report to 30 January 2019

Agenda Item 5.3

The report was received [*TKCCI902/02 refers*] and discussion was held.

Resolved: (Mr B Weaver, Mr J Cunningham)

THAT the previously committed \$5,000 [*Further development of playground dated 06 May 2009*] be returned to the pool;

AND THAT a commitment be made for \$5,000 for Further Development of Playgrounds.

CARRIED on the voices

TKCCI902/04

Open Meeting

To	Te Kauwhata Community Committee
From	Clive Morgan General Manager Community Growth
Date	21 February 2019
Prepared by	Sandy Mason Personal Assistant
Chief Executive Approved	Y
DWS Document Set #	GOV0509 / 2165957
Report Title	Te Kauwhata Works & Issues Report: March 2019

1. EXECUTIVE SUMMARY

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

2. RECOMMENDATION

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

3. ATTACHMENTS

Te Kauwhata Works & Issues Report: March 2019

**TE KAUWHATA COMMUNITY COMMITTEE
WORKS & ISSUES REGISTER – 2019**

UPDATE FOR MARCH 2019

	Issue	Area	Comment	Action
1.	Dog exercise area	Service Delivery	FEBRUARY 2017: The Community Committee would like some seating to be provided in the dog exercise area. The Community Committee is willing to put in some simple posts and plank seats x3 but would like to understand what Council's approved design for such.	<p>NOVEMBER 2018: Some free trees have been planted in the park. Dog shapes have been painted. Table will be installed in dry weather.</p> <p>DECEMBER 2018: Tim Hinton has been in conversation with Council's Maintenance and Contracts Officer. The table is to be installed before Christmas.</p> <p>FEBRUARY 2019: Tim Hinton to provide an update at the meeting.</p> <p>MARCH 2019: Tim advised at the February Committee meeting that Andrew Brown (Parks Technical Support Officer) has given the approval for a slab to be installed. Tim indicated that this will be done by the next Committee meeting in March (Tim to provide an update).</p>
2.	Basketball Court	Service Delivery	<p>FEBRUARY 2017: The Community Committee has requested specifications for this from Council.</p> <p>A basketball hoop and half court is an activity promoted by the Council's play strategy. However, there is no allocated budget in the upcoming financial year to fund the construction.</p> <p>It is recommended that either the committee fundraise to start the project or that a submission be made to the Long-Term Plan (LTP).</p>	<p>NOVEMBER 2018: Earthworks done and concrete laid. Only the hoop to be mounted. Tim Hinton to contact Sport Waikato re: markings on the court.</p> <p>DECEMBER 2018: Tim has contacted Sport Waikato and is waiting for them to get back to him re: court markings.</p> <p>FEBRUARY 2019: Tim Hinton to provide an update at the meeting.</p> <p>MARCH 2019: Tim advised that Sport Waikato has agreed to pay for the markings. Tim is liaising with Jason Maloney from Sport Waikato. Sport Waikato has advised that two quotes are required which Tim is working on. Tim to provide an update at the March Committee meeting.</p>

	Issue	Area	Comment	Action
3.	Te Kauwhata walkway at the end of Blunt Road.	Service Delivery	It was reported by John Cunningham (at the February meeting) that the detailed design for a floating pontoon has been received.	<p>NOVEMBER 2018: Waikato District Council surveyors have installed pegs as requested to show the eastern limits of the Flood Zone as shown in the District Plan (need to boardwalk through this zone to avoid applying for consent).</p> <p>Defining a suitable Frame Group design for situations where the required pile end resistance is not met, involving a raft pile support.</p> <p>Once a suitable detail is found the drawing set will be updated.</p> <p>DECEMBER 2018: Council's Acting Programme Delivery Manager emailed John Cunningham on 08 November confirming the length of the boundary markings, being 24.58 metres.</p> <p>A meeting with the landowner will need to be arranged by Council and involve the Walkway Committee.</p> <p>FEBRUARY 2019: Distance to the corner boundary was provided to John Cunningham. Awaiting design detail from Frame Group via John.</p> <p>MARCH 2019: Paul McPherson to do a drawing based on the floating pontoon design after which a meeting with the landowner will be scheduled.</p> <p>Paul McPherson has arranged with the Waikato District Alliance Design Team to update the drawings to include the fabric-wrapped scoria pad detail from Frame Group. It is anticipated to be a two week turn around for drawings.</p>
4.	Walkway loop via Travers Road, Wayside Road, and Te Kauwhata Road	Service Delivery	<p>Planning works continue for the upcoming construction of the loop walkway via Travers Road, Wayside Road, and Te Kauwhata Road.</p> <p>The Waikato District Alliance have been engaged to undertake these works. Land purchase discussions with New Zealand Transport Agency to acquire land on Wayside Road has been unproductive, and a review of the design highlighted the desire to minimise crossing points for safety reasons. As a result, the alignment is being aligned to the "inside" of the loop where possible.</p> <p>Reuben Rink (Project Delivery Team Leader)</p>	<p>MARCH 2019: Reuben Rink is working with a Te Kauwhata Community Committee sub-group, District Alliance, and Gareth Bellamy on final design alignment selection to determine the preferred layout for the shared path.</p> <p>An inner loop alignment was suggested and then dismissed due to constraints that exist on Travers Road, namely constructability issues associated stormwater drainage and berm width. Given a preferred route is now agreed we can advance to construction of the Travers Road section (between Bragato Way up around past Moorfield Road and onto Wayside Rd) ASAP.</p> <p>An initial scope of works for this section of 2-2.5m wide concrete path has since been agreed the District Alliance and a start date of late February is agreed.</p>

	Issue	Area	Comment	Action
			advised (at the February Committee meeting) that the work would start at the end of February.	<p>There is enabling works such as affected residents communications, tree trimming and removal, stormwater drainage improvements, services location, and further investigations into watermain services (Waikato District Council and Te Kauwhata Water Association assets) that will be the first pieces of works that are undertaken.</p> <p>Design/Planning work will also continue on other sections of the overall Walkway/Cycleway loop path, such as Wayside Road works including land purchase discussions with NZ Transport Agency to acquire necessary land.</p> <p>Further meetings and communications with a sub-group of the Te Kauwhata Community Committee will continue, as required.</p>
5.	Footpaths	Service Delivery	<p>FEBRUARY 2018:</p> <p>Roto Street: TKCC has had this street as an Annual Plan and LTP priority for more than 8 years. It dropped off because we were told there was no budget. This is a residential street in TK, with more than 26 houses on it. The footpath stops just around the corner from Mahi Rd. So residents (yes, school children too) are walking up the road as there is no footpath on either side. This as a high priority for TK.</p> <p>Rimu Street: Same as above – this is a TKCC priority. This is a footpath in a residential street finishing short of the road by the width of a grass verge, right opposite the TK College. Prefer any small pockets of funding that you might have allocated for ‘footpaths’ were used on this stretch, where there is no footpath alternative on the other side of the road.</p>	<p>SEPTEMBER 2018: Undertaken site measurements to install a gravel footpath with timber edging down western side of the road in place of road markings, as it was deemed safer to have pedestrians separated from road traffic. Waikato District Alliance to provide a quotation to complete the works by 14 September 2018.</p> <p>NOVEMBER 2018: Rimu Street and school crossing: Footpath and crossing is to be constructed this financial year under the low cost low risk safety programme, scoping project stage at this time.</p> <p>Roto Street: design has been scoped out, awaiting cost estimates from Waikato District Alliance.</p> <p>DECEMBER 2018: Rimu Street: design has yet to be completed but is programmed to be complete this financial year (budget already locked in).</p> <p>Roto Street: cost estimates received, construction to be programmed.</p> <p>FEBRUARY 2019: Watching brief.</p> <p>March 2019: Gareth Bellamy to provide an update re programme of works for both Rimu Street and Roto Street.</p> <p>Design for Rimu Street and crossing has been completed and programmed for construction May 2019. Roto street is planned for the first quarter 2019/20</p>
5.	Te Kauwhata	TKCC		NOVEMBER 2018: Tim Hinton is still working on this.

	Issue	Area	Comment	Action
	Domain Plan			<p>DECEMBER 2018: Tim Hinton has advised that a draft plan has been done and shared with Council's Parks team. The draft plan will be tabled at the next Committee meeting for further input.</p> <p>FEBRUARY 2019: Tim Hinton to provide an update at the meeting.</p> <p>MARCH 2019: Tim reported (at the February Committee meeting) that the draft Domain Plan has been shared with the Committee. Tim and Cr Sedgwick to meet to discuss the Plan further and report back to the Committee meeting in March.</p>

SERVICE DELIVERY

COMMUNITY PROJECTS

The Programme Delivery team is now the Community Projects team with a new structure and staff. The team are gearing up to project manage most of Council's capital works projects, including providing a Centre of Excellence for procurement and contracts.

The Community Projects team consists of:

- Paul McPherson (Community Projects Manager)
- The Project Development team comprising Donna Rawlings, leading Project Managers Paul White and Mark Janssen (Mark moved recently from Open Spaces) and Project Coordinator Cori Cullen (moving from Customer Delivery on 30 January)
- Project Delivery team lead by Reuben Rink with Contract Engineers Richard Clark and Ryan Laurenson and assistance from Nick Mounsey (Contractor)
- A new Project Design team with a team leader (vacant - advertising 1 February), Design Engineer (vacant - advertising 1 March), and Draughtsperson (Contractor)
- Niall McGrath will be starting on 18 March in the Contract Assistant Engineer role to assist the whole team with contract administration

Te Kauwhata Walkways

Planning works continue for the upcoming construction of the loop walkway via Travers Road, Wayside Road and Te Kauwhata Road.

The Waikato District Alliance have been engaged to undertake these works. Land purchase discussions with New Zealand Transport Agency to acquire land on Wayside Road has been unproductive, and a review of the design highlighted the desire to minimise crossing points for safety reasons.

Further meetings with a sub-group of the Te Kauwhata Community Committee to discuss the Te Kauwhata walkway/cycleway are planned before any construction commences.

Raglan and Te Kauwhata WWTP Upgrades

Contract 18 041 for the supply of step screens for Raglan and Te Kauwhata Wastewater Treatment Plant has been awarded to Sindico. The cost for the step screens supply was \$244,016.15. Installation is estimated to cost \$250,000 and will be completed by 30 June.

There will be further works at the Raglan Wastewater Plant installing tertiary membranes. A contract is being developed for tendering.

Open Meeting

To	Te Kauwhata Community Committee
From	Tony Whittaker Chief Operating Officer
Date	15 February 2019
Prepared by	Andrew Nimmo Project Accountant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0509
Report Title	Discretionary Fund Report to 15 February 2019

1. EXECUTIVE SUMMARY

To update the Committee on the Discretionary Fund Report to 15 February 2019.

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received.

3. ATTACHMENTS

Discretionary Fund Report to 15 February 2019

TE KAUWHATA COMMUNITY COMMITTEE DISCRETIONARY FUND 2018/2019

GL 1.207.1704

Commitments from Committee Meeting Minutes & Other Information

2018/19 Annual Plan	11,391.00
Carry forward from 2017/18	43,641.00
Total Funding	55,032.00

Expenditure

01-Aug-18	Marion Handcock - refund for sheep pellet used for Main St. planter box	TKCCI808/05	79.21
18-Oct-18	Earthcare System - Village Green basketball court	TKCCI809/04	14,649.00
18-Oct-18	Jackson Engineering - fabrication of basketball hoop	TKCCI809/04	4,587.00
05-Nov-18	Ms Grace - website costs (refer Freeparking online receipt)	TKCCI811/04	149.00
07-Nov-18	St John Te Kauwhata - hall hire Feb 2016 to Oct 2017	TKCCI811/04	225.00
07-Nov-18	St John Te Kauwhata - hall hire Nov 2017 to Oct 2018	TKCCI811/04	120.00
14-Jan-19	Towards 2018 Christmas Parade	TKCCI812/04	971.50
Total Expenditure			20,780.71
Net Funding Remaining (excluding commitments)			34,251.29

Commitments

07-Oct-15	Commitment for security cameras (TKCCI510/06/3)		9,436.00
	Less: Expenses		(6,247.45)
07-Mar-12	Railway Cottage Community Park (TKCCI203/05/4)		10,000.00
03-Sep-14	Ken Knobbs memorial garden (TKCCI409/06/8)		5,000.00
	Less: Expenses		(3,800.00)
06-Sep-17	Commitment for replacement of TK Christmas lights	TKCCI709/04	5,000.00
13-Feb-19	Further development of playgrounds	TKCCI902/04	5,000.00
Total Commitments			24,388.55
Net Funding Remaining (Including commitments) as of 31 January 2019			9,862.74