

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, 5 FEBRUARY 2020** 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, 4 December 2019

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5. REPORTS

6.1 Te Kauwhata Works & Issues Report – January 2020

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6.2 Councillor's Report

Verbal

6.3 Discretionary Fund Report to 16 January 2020

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6.4 Chairperson's Report

Verbal

GJ Ion
CHIEF EXECUTIVE

Open Meeting

To	Te Kauwhata Community Committee
From	Gavin Ion Chief Executive
Date	29 January 2020
Prepared by	Grace Brady 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, 4 December 2019.

2. RECOMMENDATION

THAT the minutes of the meeting of the Te Kauwhata Community Committee held on **Wednesday, 4 December 2019** be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

TKCC Minutes - 4 December 2019

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

Present:

Ms TM Grace (Chairperson)
 Cr JD Sedgwick
 Mrs CE Berney
 Mr JW Cunningham
 Mr BMC Weaver
 Mr CP Howells
 Mrs A Van de Munckhof

Attending:

Mr V Ramduny (Strategic Projects Manager)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr Cunningham/Mr Weaver)

THAT an apology be received from **Mr Hinton**.

CARRIED

TKCCI912/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Ms Grace/Mr Cunningham)

THAT the agenda for a meeting of the Te Kauwhata Community Committee held on **Wednesday, 4 December 2019** be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED

TKCCI912/02

DISCLOSURES OF INTEREST

Ms Grace advised members of the Committee that she would declare a financial conflict of interest in item 5.4 [*Discretionary Fund Report - 25 November 2019*].

CONFIRMATION OF MINUTES**Resolved: (Mrs C Berney/Mr J Cunningham)****THAT the minutes of a meeting of the Te Kauwhata Community Committee held on Wednesday, 6 November 2019 be confirmed as a true and correct record.****CARRIED****TKCCI912/03****REPORTS**Te Kauwhata Works & Issues Report – December 2019
Agenda Item 5.1

The report was received [TKCCI912/02 refers] and discussion was held.

Schedule of Meetings
Agenda Item 5.2

The report was received [TKCCI912/02 refers] and discussion was held.

Resolved: (Cr Sedgwick/Mr Cunningham)**THAT the Te Kauwhata Community Committee hold its meetings on the first Wednesday of each month at 7.00pm except January, April, July and October as follows:**

- **Wednesday, 5th February 2020;**
- **Wednesday, 4th March 2020;**
- **Wednesday, 6th May 2020;**
- **Wednesday, 3rd June 2020;**
- **Wednesday, 5th August 2020;**
- **Wednesday, 2nd September 2020;**
- **Wednesday, 4th November 2020; and**
- **Wednesday 2nd December 2020.**

CARRIED**TKCCI912/04**Councillor's Report
Agenda Item 5.3

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

Discretionary Fund Report to 25 November 2019
Agenda Item 5.4

Ms Grace declared a conflict of interest and did not speak to, or vote on this item.

Ms Grace vacated the chair and Mr Cunningham assumed the chair for this item.

The report was received [TKCC1912/02 refers] and discussion was held.

Resolved: (Mr Weaver/Mr Cunningham)

THAT the committee agree to commit \$5,000.00 towards the installation of a security camera within the Te Kauwhata village in a location that the local police think is appropriate;

AND THAT the Te Kauwhata Community Committee amend, in part, its resolution at its 6 November 2019 meeting [TKCC1911/13] from:

THAT the Te Kauwhata Community Committee approves the:

- ***reimbursement to Ms Toni Grace for the amount of \$90.00 including GST, for the purchase of two gift baskets for retiring members; and***
- ***payment to Freeparking for the amount of \$209.57 plus GST, for the renewal of the Domain name "tekauwhatavillage.co.nz";***

to read:

THAT the Te Kauwhata Community Committee approves the reimbursement to Ms Toni Grace:

- ***for the amount of \$90.00 including GST, for the purchase of two gift baskets for retiring members; and***
- ***for the amount of \$189.31 including GST, in relation to the Freeparking invoice (#1255477), for the renewal of the Domain name "tekauwhatavillage.co.nz".***

CARRIED

TKCC1912/05

After the above item, Ms Grace assumed the Chair for the remainder of the meeting.

Chairperson's Report
Agenda Item 5.5

The chair gave a verbal report and answered questions of the committee.

There being no further business the meeting was declared closed at 8.10pm.

Minutes approved and confirmed this day of 2020.

T Grace
CHAIRPERSON

Open Meeting

To	Te Kauwhata Community Committee
From	Jim Ebenhoh Acting General Manager Community Growth
Date	23 January 2020
Prepared by	Sandy Mason PA to General Manager Community Growth
Chief Executive Approved	Y
Reference/Doc Set #	GOV0509 / 2417846
Report Title	Te Kauwhata Works & Issues Report – January 2020

1. EXECUTIVE SUMMARY

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

2. RECOMMENDATION

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

3. APPENDUM

Works & Issues Report – January 2020


**TE KAUWHATA COMMUNITY COMMITTEE
WORKS & ISSUES REPORT**


UPDATE FOR 5 FEBRUARY 2020 MEETING

	Works/Initiative	Responsible Council Team	Issue	Update and Action
I.	Dog exercise area	Service Delivery/Duncan MacDougall	The Community Committee would like some seating to be provided in the dog exercise area in addition to a water tap to hydrate the dogs.	<p>TKCC 4 SEPTEMBER 2019: A site plan has been developed by Tim Hinton together with Council staff. Watching brief for the installation of seats and slab as this is weather dependant. Dog agility equipment being sourced from Horotiu. Tim Hinton indicated that work is being done with the Te Kauwhata College with regards to developing a programme for students to help developing the dog park.</p> <p>TKCC 4 DECEMBER 2019: A new water meter is required for the dog bowl/fountain. This will cost \$1509,00 (mains water line will be done under the current programme of works). Estimated installation date will be January/February 2020.</p> <p>Seats to be installed through a community working bee initiative. The dog exercise agility equipment is being upgraded by the College. It is expected that one will be installed when schools go back (February 2020).</p> <p>TKCC 5 FEBRUARY 2020: Staff are awaiting response from Watercare as to the date of installation.</p>

	Works/Initiative	Responsible Council Team	Issue	Update and Action
2.	Basketball Court	Service Delivery		<p>TKCC 4 SEPTEMBER 2019: Markings for the basketball court will be done at the same time as that for the car park. Andrew Brown (Council's Parks Technical Support Officer) has indicated that Council funding can be used.</p>
				<p>TKCC 4 DECEMBER 2019: This will be actioned in the coming weeks, and is currently with the contractors.</p>
				<p>TKCC 5 FEBRUARY 2020: Line marking is complete.</p>

	Works/Initiative	Responsible Council Team	Issue	Update and Action
3.	Te Kauwhata walkway at the end of Blunt Road.	Service Delivery	A design solution for the walkway is required at the end of Blunt Road adjacent to the Whangamarino Wetlands..	<p>TKCC 4 SEPTEMBER 2019: John Cunningham has had discussions with Paul McPherson (Council's Community Projects Manager) regarding amendments to the design. John will be meeting with Mr Su (landowner) together with Paul and Nick Johnston (Council's Funding & Partnerships Manager).</p> <p>TKCC 4 DECEMBER 2019: John Cunningham has managed to contact the owner and agent for the Blunt Rd property. They want to meet on 10 February in Auckland. Paul McPherson to advise on what legal form is needed for the walkway to cross their land. If funding is applied for in January/February the walkway could potentially be completed in the first half of 2020.</p> <p>TKCC 5 FEBRUARY 2020: Paul McPherson has discussed this with Council's Property team. The best way forward is an Agreement to Easement.</p> <ul style="list-style-type: none"> ▪ The legal easement would go in once the construction is complete. If funding was not achieved or construction did not go ahead for any reason the agreement would just lapse without incurring the cost of survey and LINZ fees. ▪ Construction would not start until the all funding is in place. ▪ Once the construction is complete Council's parks staff would inspect it to ensure its as per the design/plans (to standard and in correct location for the permitted activity rules, etc) and sign it off to accept. ▪ The land would then be surveyed for the easement and processed through LINZ (\$8-12k for survey and fees in the project cost). The easement would be in Council's name. At that point Council would accept it as an asset and would take over maintenance of the track and boardwalk.

	Works/Initiative	Responsible Council Team	Issue	Update and Action
				<ul style="list-style-type: none"> ▪ Any legal work for the agreement and the easement can be done in-house by the WDC legal team. ▪ • If the property is subdivided in the future the land would become road reserve as per the indicative road shown on the district plan.
4.	Walkway loop via Travers Road, Wayside Road, and Te Kauwhata Road	Service Delivery/Reuben Rink	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.	<p>TKCC 4 DECEMBER 2019: Travers Road Shared Path – initial stage (600m long) to just past Moorfield Road is now completed.</p>  <p><i>Completion photo – 15 November 2019</i></p>

	Works/Initiative	Responsible Council Team	Issue	Update and Action
				 <p data-bbox="1464 703 1794 727"><i>Completion photo – 15 November 2019</i></p> <p data-bbox="1240 775 1599 799">TKCC 5 FEBRUARY 2020:</p> <p data-bbox="1240 818 2018 943">The first stage up to Morefield Road is complete. An assessment of the remaining sections will prioritise the next stage (upgrade old metalled section opposite Green Acres Dr or extend from Morefield Rd towards Wayside Rd).</p>
5.	Te Kauwhata Domain Plan	TKCC	Lighting at the domain is sub-optimal and poses a safety risk.	<p data-bbox="1240 970 2018 1094">TKCC 4 SEPTEMBER 2019 - Tim Hinton and Cr Sedgwick convened a meeting with Sport Waikato on a lighting master plan for the domain. The Rugby Club has engaged to work on the lighting plan.</p> <p data-bbox="1240 1114 1599 1137">TKCC 4 DECEMBER 2019:</p> <p data-bbox="1240 1150 1375 1174">Status quo.</p> <p data-bbox="1240 1209 1599 1233">TKCC 5 FEBRUARY 2020:</p> <p data-bbox="1240 1278 1783 1302">Tim Hinton/Cr Sedgwick to provide an update.</p>

	Works/Initiative	Responsible Council Team	Issue	Update and Action
6.	Te Kauwhata Domain – car parking markings required	Service Delivery- Andrew Brown	Car parking is often overflowing with freedom campers; no parking available for rugby club or spectators.	TKCC 4 SEPTEMBER 2019 : The Rugby Club has requested a few changes to be made to the car park marking design so that access to the field is not impeded. Jason Marconi (Sport Waikato) is also providing advice. The final plan to be endorsed by Council's Parks & Reserves team (Andrew Brown).
				TKCC 6 NOVEMBER 2019: The Design Team is currently making changes as requested by the community and then the Waikato District Alliance team will complete the works.
				TKCC 5 FEBRUARY 2020: The car park layout has been amended following community feedback and a final design review undertaken. The Community Connections team will liaise with the Alliance to programme and undertake the works.
7.	Broken concrete between Blunt Road and Aparangi	Service Delivery WDA/Todd	The broken concrete presents a safety risk.	TKCC 4 DECEMBER 2019: Currently unsealed, removed by property owner when they installed new entranceway. WDA will re-metal and ensure safe until we undertake concrete repair in the New Year.
				TKCC 5 FEBRUARY 2020: Awaiting confirmation that the entrance was metalled for safety by the Alliance and that the concrete repair is scheduled for full repair in Feb-March..

COMMUNITY CONNECTIONS

Te Kauwhata Main Street Garden Renewals

The shrub gardens in the main street of Te Kauwhata are due for renewal.

Locations of the shrub gardens are shown in the aerial images below.





We are aiming to replant these gardens between April and July 2021. We would like to engage the community in a consultation process to give them the opportunity to have input on the way their town centre looks.

At this stage we are intending to set up a display in the Te Kauwhata Library in February which would include a range of plants that the community can 'vote' for, and a suggestion box which they can put any ideas in. We would then run a drop in session to allow members of the community to discuss any of their ideas or concerns in person. Based on the feedback provided from this process, a planting plan would be developed for the approval of the TKCC.

Open Meeting

To	Te Kauwhata Community Committee
From	Tony Whittaker Chief Operating Officer
Date	16 January 2020
Prepared by	Denise Wilson Intermediate Accountant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0509
Report Title	Discretionary Fund Report to 16 January 2020

1. EXECUTIVE SUMMARY

To update the Committee on the Discretionary Fund Report to 16 January 2020.

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received.

3. ATTACHMENTS

Discretionary Fund Report to 16 January 2020

TE KAUWHATA COMMUNITY COMMITTEE DISCRETIONARY FUND 2019/2020

			GL	1.207.1704
Commitments from Committee Meeting Minutes & Other Information				
2019/20 Annual Plan				
				11,506.00
Carry forward from 2018/19				
				34,251.00
Income				
06-Sep-19	Donation from ex Te Kauwhata Business Association - to be used for playground equipment on the Village Green			3,727.75
	Total Funding			49,484.75
Expenditure				
10-Jul-19	Marion Handcock - reimbursement for sheep pallets for town planter box	TKCC1906/04		36.00
16-Oct-19	Towards the cost of the Christmas Parade	TKCC1908/04		2,021.50
04-Dec-19	Renewal of Domain name "Te Kauwhata village.co.nz"	TKCC1912/05		189.31
04-Nov-19	Toni Grace - reimburse two gift baskets for retiring members. (\$90 less GST)	TKCC1911/13		78.26
	Total Expenditure			2,325.07
	Net Funding Remaining (excluding commitments)			47,159.68
Commitments				
13-Feb-19	Further development of playgrounds	TKCC1902/04		5,000.00
04-Sep-19	Playground equipment on the Village Green	TKCC1909/04		3,757.75
04-Dec-19	Installation of a security camera	TKCC1912/05		5,000.00
	Total Commitments			13,757.75
	Net Funding Remaining (Including commitments) as of 30 January 2020			33,401.93