

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, 2 DECEMBER 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 November 2020 2

**5. SPEAKER**

**6. REPORTS**

- |     |   |        |
|-----|---|--------|
| 6.1 | Te Kauwhata Works and Issues Report - November 2020 | 7      |
| 6.2 | Councillor's Report                                 | Verbal |
| 6.3 | Discretionary Fund Report to 17 November 2020       | 15     |
| 6.4 | Schedule of Meetings 2021                           | 17     |
| 6.5 | Chairperson's Report                                | Verbal |

GJ Ion  
**CHIEF EXECUTIVE**

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### **Open Meeting**

<b>To</b>	Te Kauwhata Community Committee
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	6 November 2020
<b>Prepared by</b>	Grace Brady Democracy Advisor
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0509
<b>Report Title</b>	Confirmation of Minutes

#### **1. EXECUTIVE SUMMARY**

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To confirm the minutes of the Te Kauwhata Community Committee meeting held on Wednesday, 4 November 2020.

#### **2. RECOMMENDATION**

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**THAT** the minutes of the meeting of the Te Kauwhata Community Committee held on **Wednesday, 4 November 2020** be confirmed as a true and correct record of that meeting.

#### **3. ATTACHMENTS**

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TKCC Minutes – 4 November 2020

**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 NOVEMBER 2020** commencing at **7.00pm**.

**Present:**

Ms T Grace (Chairperson)  
 Ms A Van de Munckhof  
 Mr T Hinton  
 Mr C Howells  
 Mr B Weaver

**Attending:**

Mr V Ramduny (Strategic Projects Manager)  
 Mrs J Allport (Acting Secretary)  
 Ms J Fowlie  
 Ms J Gurnell  
 Mr D Padfield

**APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Mr T Hinton/Mr B Weaver)**

**THAT** an apology be received from Mr J Cunningham and Cr J Sedgwick.

**CARRIED**

**TKCC2011/01**

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Mr T Hinton/Mr C Howells)**

**THAT** the agenda for a meeting of the Te Kauwhata Community Committee held on Wednesday 4 November 2020 be confirmed and all items therein be considered in open meeting;

**AND THAT** all reports be received.

**CARRIED**

**TKCC2011/02**

**DISCLOSURES OF INTEREST**

Ms T Grace advised members of the Board that she would declare a financial conflict of interest in agenda item 6.2 [*Discretionary Funding Report – to 12 October 2020*].

**CONFIRMATION OF MINUTES**

**Resolved: (Mr B Weaver/Mr T Hinton)**

**THAT the minutes of a meeting of the Te Kauwhata Community Committee held on Wednesday 2 September 2020 be confirmed as a true and correct record.**

**CARRIED**

**TKCC2011/03**

**REPORTS****Appointment of Secretary**

Agenda Item 6.1

The report was received [*TKCC2011/02 refers*] and discussion was held.

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

**THAT the report from the Chief Executive be received;**

**AND THAT Mrs Jeanie Allport is appointed Secretary of the Te Kauwhata Community Committee. Nominated by Ms T Grace and Mr T Hinton;**

**AND FURTHER THAT by being appointed Secretary of the Committee s/he also becomes a member of the Committee.**

**CARRIED**

**TKCC2011/04**

**Discretionary Fund Report to 12 October 2020**

Agenda Item 6.2

The report was received [*TKCC2011/02 refers*] and discussion was held.

Ms T Grace declared a financial conflict of interest and stepped down as chair at this stage to discuss her application for reimbursement of expenses. Ms Grace did not participate in the discussion or voting on this item. Mr T Hinton took the role of chair

**Resolved: (Mr T Hinton/Mr C Howells)**

**THAT the Te Kauwhata Community Committee approves payment to Ms Grace in the amount of \$186.97 (including GST) being payment for the annual renewal and hosting fee for the Te Kauwhata website domain name “tekauwhatavillage.co.nz”.**

**CARRIED**

**TKCC2011/05**

Ms T Grace resumed the chair at the conclusion of the above item.

Te Kauwhata Works & Issues Report - October 2020  
Agenda Item 6.3

The report was received [TKCC2011/02 refers] and discussion was held.

- TK Walkway: The landowner requested some minor changes to the easement. It is expected that these changes will be made within the next two weeks. After this occurs, funding will be sought. The signed agreement will be provided for information to the Committee at the Committee’s December meeting.
- Walkway loop via Travers Road: next phase added to LTP capital works programme. Funds remaining from first phase carried forward to the next stage to undertake consultation. Once LTP funding approved the work will be programmed and commence. Work likely to commence summer 2021/22.
- Domain lighting plan: fund raising campaign had raised \$10,000 however another \$60,000 required. The Domain Committee will meet in December to discuss how to progress this.
- Freedom camping/Sportsground parking sign: has been approved, fabricated and was presented at the meeting. This will be installed shortly.
- Main Street Garden renewal: Works to be undertaken in April 2021. Suggestions were sought for types of plants, the area wasn’t large enough for an edible garden however a communal garden located in the Domain has been established. So far 13 fruits trees have been planted. There has also been campaigning for a community vegetable garden at the Domain. Mr Hinton asked for some information on an approved design for raised garden beds. Jess has been campaigning with support for volunteering of around 90 people.

**ACTION:**The committee requested some aerial AI maps along with Council Park’s guidelines for establishing the vegetable gardens.

- Innovating Streets Project: a project team has been established whose members include members from this Committee and local business owners. There is to be a community ‘drop in’ meeting to provide the local community with an opportunity to share their ideas. This will take place on Thursday 12 November, 5-7.30pm at St Andrews Church Hall, Scott Rd.



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**Open Meeting**

<b>To</b>	Te Kauwhata Community Committee
<b>From</b>	Clive Morgan General Manager Community Growth
<b>Date</b>	19 November 2020
<b>Prepared by</b>	Sandy Mason Personal Assistant
<b>Chief Executive Approved</b>	Y
<b>Reference/Doc Set #</b>	GOV0509 / 2943346
<b>Report Title</b>	Te Kauwhata Works & Issues Report – November 2020

**1. EXECUTIVE SUMMARY**

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

**2. RECOMMENDATION**

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

**3. ATTACHMENT**

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Works & Issues Report – November 2020

**TE KAUWHATA COMMUNITY COMMITTEE**  
**WORKS & ISSUES REPORT – NOVEMBER 2020 (FOR 2 DECEMBER 2020 MEETING)**

	<b>Works/Initiative</b>	<b>Responsible Council team</b>	<b>Timeline and progression of works and issues</b>	<b>Status update for 2 December 2020 meeting</b>
1.	Dog exercise area - Seats - Dog agility equipment Water meter for the dog bowl/fountain	Andrew Brown and Duncan MacDougall	<p><b>5 August 2020</b>            Council's Open Spaces Team Leader (Duncan MacDougall) is awaiting plans from Tim Hinton and Te Kauwhata High School, who are designing the layout a schedule of hardware is needed. Once this is known and the costs can be assessed, sources of funding will need to be investigated (currently no budget available).</p> <p>The tap has been installed - project complete.</p> <p>Staff have spoken with Tim regarding a bench. Council will supply a refurbished second-hand bench when available for installation in the park. Tim to provide a verbal update from his side.</p> <p>Tim advised that the refurbished bench would be installed in August.</p> <p><b>2 September 2020</b></p> <ul style="list-style-type: none"> <li>• Tim advised that the park benches will be installed when the ground is dry.</li> <li>• A meeting has been scheduled between Tim, Cr Sedgwick, and Duncan McDougall.</li> </ul>	<p>Tim Hinton to provide an update on the layout plan so that Duncan MacDougall can assess costs and advise on funding source.</p> <p>Tim to also advise on the installation of the refurbished bench.</p>



	<b>Works/Initiative</b>	<b>Responsible Council team</b>	<b>Timeline and progression of works and issues</b>	<b>Status update for 2 December 2020 meeting</b>
	Te Kauwhata walkway at the end of Blunt Road - A design solution for the walkway is required at the end of Blunt Road adjacent to the Whangamarino Wetlands.	Paul McPherson	<p><b>5 August 2020</b></p> <p>Paul McPherson (WDC) has advised John Cunningham (TKCC) that Council's property team has indicated that the value of the easement would be calculated at \$20,790. This is taken from land size of 38.3984ha at land value GV \$8,290,000 equating to \$21.59/m<sup>2</sup>. The easement is 963m<sup>2</sup>, at \$21.59 is \$20,790.</p> <p>When/if the owner develops the land as an urban development, the footprint the easement will sit in road reserve, no longer needing an easement for the walkway. This easement and its costs will only be to get through the period until it becomes an urban subdivision. The Proposed District Plan has it becoming residential. Could only be a year or two or the owners could land bank it for decades.</p> <p>If easement negotiations proceed and a price is agreed with the landowner and once the committee has raised the funds for the easement costs, the property team can then get involved to take the landowner through the easement contract and can sign-off on behalf of Council.</p> <p>John informed the meeting that the landowners would like to move to the next stage to review a draft of the agreement. John will liaise with Paul McPherson with regards to progressing this.</p> <p>John has also spoken with Earthcare regarding weed spraying.</p> <p><b>2 September 2020</b></p> <p>The WDC Property team has provided John with the easement agreement document as requested.</p>	The WDC Property team has provided John with the easement agreement document as requested.

	<b>Works/Initiative</b>	<b>Responsible Council team</b>	<b>Timeline and progression of works and issues</b>	<b>Status update for 2 December 2020 meeting</b>
			<p><b>4 November 2020</b> The landowner has requested some minor amendments be made to the easement agreement.</p>	
3.	Walkway loop via Travers Road, Wayside Road and Te Kauwhata Road	Gareth Bellamy	<p><b>2020</b> First stage up to Moorefield Road is complete. Assessment of remaining sections will prioritise next stage (upgrade old metalled section opposite Green Acres Dr or extend from Moorefield Rd towards Wayside Rd) WDC staff were advised by committee of preference for extension from Moorefield Road towards Wayside Road, rather than an upgrade to the old metalled section opposite Green Acres Drive.</p> <p><b>2 September 2020</b> The current phase has been completed. Although preliminary engagement has been undertaken with landowners there is currently no budget for the next phases of the project. This has therefore been added into the Long-Term Plan (LTP) 2021-24 capital works programme for funding.</p>	<p>The next phase of the project has been added to the Long Term Plan (2021-2024) capital works programme for funding.</p> <p>Remaining funds from the first phase have been carried forward. Community Projects will use these funds initially to consult with adjacent landowners and advance the design of the next phase. Once costed, the remaining funds will be assessed to see if there is sufficient to put out a contract that will complete the next stage. Otherwise, will await further LTP funding to be approved.</p>
4.	Te Kauwhata Domain Plan Lighting Plan	TKCC Rugby Club	<p><b>2020</b> Lighting at domain is sub-optimal and poses a safety risk. Tim Hinton and Cr Sedgwick engaged with Sport Waikato on a lighting master plan for the domain. Rugby Club was engaged to work on the lighting plan.</p> <p><b>4 March</b> Cr Sedgwick advised that Mario (from the Rugby Club) has indicated development of lighting plan is progressing and it will come to the committee in due course.</p>	Council's Funding and Partnership Manager, Nick Johnston, has been asked to attend the Domain Committee on 25 November to talk about the funding opportunities to the lighting project.

	<b>Works/Initiative</b>	<b>Responsible Council team</b>	<b>Timeline and progression of works and issues</b>	<b>Status update for 2 December 2020 meeting</b>
			<p><b>3 June</b> Mario Vodanovich to attend committee meeting and provide draft plan.</p> <p><b>2 September 2020</b> Mario Vodanovich attended the Committee meeting and indicated that a fundraising campaign had raised approximately \$10,000 but that \$60,000 is still needed for the lighting project.</p>	
5.	Te Kauwhata Domain – Freedom Camping Signs	Nick Johnston	<p><b>2020</b> Car park markings were installed (February 2020). Signage required to direct freedom campers away from using Rugby Club facilities.</p> <p><b>4 March</b> Cr Sedgwick met with Council's Funding and Partnership Manager, Nick Johnston, who advised there is residual funding from freedom camping fund, which can be used to put up signs as last stated.</p> <p><b>6 May</b> Cr Sedgwick to report back on her meeting with Nick Johnston.</p> <p><b>2 September 2020</b> The Te Kauwhata Community Committee is procuring the signs and installing them.</p> <p><b>4 November 2020</b> Cr Sedgwick to liaise with the signwriter to get the signs made and installed.</p>	The sign has been made. Tim Hinton to arrange for it to be installed.

	<b>Works/Initiative</b>	<b>Responsible Council team</b>	<b>Timeline and progression of works and issues</b>	<b>Status update for 2 December 2020 meeting</b>
7.	Te Kauwhata Main Street Shrub Garden Renewal	Kim Wood	<p><b>4 March</b> Council staff set up a display in the Te Kauwhata Library, which includes a range of plants the community can 'vote' for and a suggestion box they can put any ideas in. The display will be in place for a month. Committee requested this be extended to the end of April and that it be supported by appropriate communications.</p> <p><b>3 June</b> Facebook has been updated extending the date of the display to 30 June 2020.</p> <p><b>5 August</b> Feedback from the community has been received regarding planting suggestions. Planting will be undertaken based on this feedback in April 2021, weather permitting.</p> <p><b>2 September 2020</b> The community could either 'vote' using sticky dots on the plants they liked from our proposed selection or they could provide written suggestions. There were 143 votes, with majority voting for flower carpet roses (various colours), convolvulus cneorum silverbush, phormium 'Emerald Gem' dwarf flax, nandina 'Gulfstream' and westringia grey box.</p> <p>There were 12 written suggestions. The themes from these suggestions included the planting of edible plants, the planting of native trees and the construction of a grassed central median. We are now working with the community in developing a community orchard and potential community garden site as planting edible plants in the main street gardens would not be feasible due to the health and safety risks from vehicles and the build-up of exhaust</p>	<p>Planting in Main Street will be undertaken in April 2021.</p> <p>Kim Wood has provided input into the development of the community garden.</p>

	Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update for 2 December 2020 meeting
			<p>particles on the plants. Unfortunately, the garden beds are not large enough to support trees however we are investigating potential sites for native tree planting at Te Kauwhata Domain. The construction of a central grassed median would need to be a roading project.</p> <p><b>4 November 2020</b> Tim Hinton indicated that a community fruit garden has been started opposite the school in Mahi Road. Thirteen fruit trees have been planted together with Council's parks team.</p>	
8.	Te Kauwhata 'Innovating Streets' Project	Jeanette Underwood (Waikato District Roading Alliance)	<p>Ideas on how to make the area of the intersections of Te Kauwhata's Main Road/Saleyard and Mahi Roads more people-friendly are being called for, following a \$93,150 investment from Waka Kotahi NZ Transport Agency.</p> <p>The funding has been made available to the Te Kauwhata community through the organisation's "Innovating Streets" programme and via the Community Committee. The engagement process will see members of the community co-design the pilots with Waikato District Council and activate trials together.</p> <p>The Innovating Streets programme supports street change pilots using tactical urbanism techniques such as trials, pop-ups and interim treatments that make it safer and/or easier for people to move around or access community spaces. For Te Kauwhata, this means the project will be limited to the specific area noted, and temporary initiatives to improve safety and make the area more people-friendly will be piloted there.</p>	<p>A public engagement meeting took place on 12 November at St Andrews Church to elicit thoughts and ideas.</p> <p>Jeanette Underwood (Roading Alliance) attended as Council's representative. Councillor Sedgwick to provide an update as part of her Councillors Report to the Committee.</p>

	<b>Works/Initiative</b>	<b>Responsible Council team</b>	<b>Timeline and progression of works and issues</b>	<b>Status update for 2 December 2020 meeting</b>
			Jeanette Underwood is project managing this on behalf of Council.	
9.	Rangiriri cemetery on Te Wheoro Road	Cory Cullen, Jordy Wiggins and Mark Jansen	At its meeting on 4 November the Committee advised that it was happy that engagement regarding the cemetery works was being undertaken with local mana whenua and that there is no need for wider community consultation since this is works relating to extension of the driveways and new car parks.	<p>The work to extend the two driveways to connect to each other and creating new car parks at Rangiriri cemetery on Te Wheoro Road is in the planning and design stage.</p> <p>Iwi have been engaged with, advising them that works is going to be undertaken in 2021. Iwi and WDC will work together closer to the time to hold a karakia before any physical work begins.</p>

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### **Open Meeting**

<b>To</b>	Te Kauwhata Community Committee
<b>From</b>	Alison Diaz Chief Financial Officer
<b>Date</b>	18 November 2020
<b>Prepared by</b>	Jean de Abreu Support Accountant
<b>Chief Executive Approved</b>	Y
<b>Reference/Doc Set #</b>	GOV0506
<b>Report Title</b>	Discretionary Fund Report to 17 November 2020

### **1. EXECUTIVE SUMMARY**

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To update the Committee on the Discretionary Fund Report to 17 November 2020.

### **2. RECOMMENDATION**

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**THAT** the report from the Chief Financial Officer be received.

### **3. ATTACHMENTS**

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Discretionary Fund Report to 17 November 2020





### **Open Meeting**

<b>To</b>	Te Kauwhata Community Committee
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	16 October 2020
<b>Prepared by</b>	Grace Brady Democracy Advisor
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0507
<b>Report Title</b>	Schedule of Meetings 2021

## **I. EXECUTIVE SUMMARY**

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The purpose of this report is to seek the Committee's approval to a schedule of meetings for 2021.

At its meeting on [4 December 2019](#), the Te Kauwhata Community Committee agreed to a meeting schedule whereby the Committee meets on a monthly basis, rather than a six-weekly meeting cycle (which aligned with the Council schedule of meetings). No Committee meetings are held in January, April, July or October.

Attached to this report is the proposed schedule of meetings for 2021, which is based on the 2020 meeting cycle.

## **2. RECOMMENDATION**

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**THAT** the report from the Chief Executive be received;

**AND THAT** the Te Kauwhata Community Committee hold its meetings in 2021 on the first Wednesday of each month at 7.00pm except January, April, July and October as follows:

- **Wednesday 3 February 2021**
- **Wednesday 3 March 2021**
- **Wednesday 5 May 2021**
- **Wednesday 2 June 2021**
- **Wednesday 4 August 2021**
- **Wednesday 1 September 2021**
- **Wednesday 3 November 2021**
- **Wednesday 1 December 2021**

## **3. ATTACHMENTS**

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Attachment 1 – Proposed 2021 Calendar - Community Committee Schedule of Meetings (TKCC)

Waikato District Council - Schedule of Meetings 2021

	January	February	March	April	May	June	July	August	September	October	November	December
Mon		1	1								1 Council	
Tue		2	2				1				2	
Wed		3 TKCC	3 TKCC			2 TKCC			1 TKCC		3 TKCC	1 TKCC
Thur		4	4	1		3			2		4	2
Fri	1 New Year's Day	5	5	2 Good Friday		4			3	1	5	3
Sat	2	6 Waitangi Day	6	3	1	5			4	2	6	4
Sun	3	7	7	4	2	6		1	5	3	7	5
Mon	4	8 Waitangi Day Observed	8	5 Easter Monday	3	7 Queen's Birthday	Mon 5	2	6	4	8	6
Tue	5	9	9	6 Council	4	8	Tue 6	3	7	5	9	7
Wed	6	10	10	7	5 TKCC	9	Wed 7	4 TKCC	8	6	10	8
Thur	7	11	11	8	6	10	Thur 8	5	9	7	11	9
Fri	8	12	12	9	7	11	Fri 9	6	10	8	12	10
Sat	9	13	13	10	8	12	Sat 10	7	11	9	13	11
Sun	10	14	14	11	9	13	Sun 11	8	12	10	14	12
Mon	11	15	15	12	10	14	Mon 12	9 Council	13	11	15	13 Council
Tue	12	16	16	13	11	15	Tue 13	10	14	12	16	14
Wed	13	17	17	14	12	16	Wed 14	11	15	13	17	15
Thur	14	18	18	15	13	17	Thur 15	12	16	14	18	16
Fri	15	19	19	16	14	18	Fri 16	13	17	15	19	17
Sat	16	20	20	17	15	19	Sat 17	14	18	16	20	18
Sun	17	21	21	18	16	20	Sun 18	15	19	17	21	19
Mon	18	22 Council	22	19	17 Council	21	Mon 19	16	20 Council	18	22	20
Tue	19	23	23	20	18	22	Tue 20	17	21	19	23	21
Wed	20	24	24	21	19	23	Wed 21	18	22	20	24	22
Thur	21	25	25	22	20	24	Thur 22	19	23	21	25	23
Fri	22	26	26	23	21	25	Fri 23	20	24	22	26	24
Sat	23	27	27	24	22	26	Sat 24	21	25	23	27	25
Sun	24	28	28	25 ANZAC Day	23	27	Sun 25	22	26	24	28	26
Mon	25		29	26 ANZAC Day Observed	24	28 Council	Mon 26	23	27	25 Labour Day	29	27
Tue	26		30	27	25	29	Tue 27	24	28	26	30	28
Wed	27		31	28	26	30	Wed 28	25	29	27		29
Thur	28			29	27		Thur 29	26	30	28		30
Fri	29			30	28		Fri 30	27		29		31
Sat	30				29		Sat 31	28		30		
Sun	31				30		Sun	29		31		
Mon					31		Mon	30				
Tue							Tue	31				

KEY
Public Holiday
No Meetings
Council
Every 6th Monday
Workshops