



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 **MONDAY, 12 SEPTEMBER 2022** commencing at **7.00PM**.

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

3. DISCLOSURES OF INTEREST

The register of interests is no longer included on agendas; however, members still have a duty to disclose any interests under this item.

4. CONFIRMATION OF MINUTES

Meeting held on Monday, 1 August 2022

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5. PUBLIC FORUM

a) Tennis Club

Verbal

6. CORRESPONDENCE

6.1 Inwards

6.2 Outwards

7. REPORTS

7.1 Councillors' Report

Written

7.2 Works & Issues Report

10

7.3 Subcommittee Reports

Verbal

7.3.1 Strategy & Growth/Pokeno Realm

7.3.2 Finance

7.3.3 Facilities – update of Facilities Committee

7.3.4 Events

7.3.5 Communications

7.4 Neighbouring Community Committees/Boards

- Mercer
- Onewhero-Tuakau

7.5 Other Business

8. **KEY WORK PROGRAMMES**

8.1 Main Street

8.2 Totara Park

8.3 Munro

8.4 Hub

9. **PCC ACTION LIST**

Gj Ion
CHIEF EXECUTIVE

To	Pokeno Community Committee
Report title	Confirmation of Minutes
Date:	1 September 2022
Report Author:	Elizabeth Saunders, Democracy Advisor
Authorised by:	Gaylene Kanawa, Democracy Manager

1. Purpose of the report

Te Take moo te puurongo

To confirm the minutes for the meeting of the Pokeno Community Committee held on Monday, 1 August 2022.

2. Staff recommendations

Tuutohu-aa-kaimahi

THAT the minutes for the meeting of the Pokeno Community Committee held on Monday, 1 August 2022 be confirmed as a true and correct record.

3. Attachments

Ngaa taapirihanga

Attachment 1 – PCC Minutes, Monday, 1 August 2022

POKENO COMMUNITY COMMITTEE

Minutes of the meeting of Pokeno Community Committee held on Monday 01 August 2022 at 7.00 pm at Pokeno Hall.

Present:

Allen Grainger (Chair), Helen Clotworthy (Deputy Chair), Ginny Bullock (Secretary), Ric Odom, Tricia Burns, Barry Birchall, Bronwyn Heath

Councillors: Jacqui Church (WDC), Stephanie Henderson (WDC), Pamela Storey (WRC)

Visitors: Clive Morgan (WDC), Regan Powell (Beca), Moira Coutts (WDC), various members of the public

Apologies

Janet Beattie, Cecilia Heta, Crystal Cherrington, Doug Rowe

Moved: Ric Odom, Seconded: Ginny Bullock

Confirmation of Status of Agenda

Moved: Ginny Bullock, seconded Allen Grainger

Confirmation of previous minutes 28 March

Moved: Ginny Bullock . seconded Ric Odom

It should be noted that Cr Jacqui Church was in attendance at the meeting on 20 June 2022. This detail was omitted from the minutes of that meeting.

Disclosures of interest

The register of disclosures of interests is no longer included on agendas but PCC members still have a duty to disclose any interests under this item to the Chairman

PUBLIC FORUM

Public Toilet presentation by Regan Powell and Moira Coutts

A presentation took place regarding installation of new toilets on Great South Road, Pokeno.

Following decisions made:

Roofline: Miners Hut Gable,

Cladding: Weatherboard

Colour: Lichen

Committee stated that a minimum of 10 pans, preferably 12 pans (6 units) be installed due to volume of visitor traffic to Pokeno, much more than Te Kauwhata, particularly in tourist season. As many as possible to be wheelchair accessible. This number is to futureproof installation and to prevent future disruption when extra pans have to be installed

Discussion to extend rooflines between units to provide weatherproof access. This might be

an issue due to storm water, but BECA to come back to the committee with options. There was a discussion re installation of the Tiny Library at the front of the structures and the extension of the roof line at the front to provide weatherproof access. Height for Tiny Library should be at street level to enable easy access to all. Helen Clotworthy to send picture of Tiny Library to BECA for them to come back to the committee with options Suggestion to install tables and chairs and possibly bike racks in the park adjacent to the toilets was tabled
Installation date March/April 2023

Existing temporary toilets will remain in place until new ones are installed.

CORRESPONDENCE

In:

Various emails from WDC forwarded by Secretary Ginny Bullock to all committee members. Email from Charities Commission confirming our application

Out:

Email to Charities Commission from Ric Odom providing final details as requested by them Moved Ginny Bullock, seconded Barry Birchall

COUNCILLOR'S REPORT

From Cr Jacqui Church

Cr Church provided printed copy of her report from last meeting

She discussed the following:

Possible Railway Station in Pokeno. Submissions to be done online. All Committee members in favour

Local alcohol policy. Advised to resubmit to extend map change to sensitive areas to include area from Pokeno Hall to Munro Park

Public Places Bylaw to cover, parks, reserves, cemeteries, parking, taxi stands, bus stops, etc. Councillor will send copy to committee members

3 Waters. Copy of proposed policy for WDC emailed to all committee members. Rates are bound to increased to approximately \$6000 per annum in the next 8 years

Bus between Pokeno and Papakura. Request for 2 buses per day to/from Papakura declined at this stage. Council waiting to see how the service is patronised with single return trip daily

WORKS AND ISSUES:

Clive Morgan discussed the Central Government directive to WDC which will change the District Plan for medium density housing on smaller plots of land

He defined medium density as higher level coverage: building up to 11m high, up to 3 stories, 50% coverage of the site,

Potential rezoning of Huntly, Te Kauwhata, Pokeno, Tuakau including medium density in town centres. *Clive suggested resubmissions to prevent future housing plans on Great South Road*

He emphasised that the directive will not override any covenants on the land

Draft Variation 3 delayed to 19 August. Notified to the public and there will be no appeals.

Submissions extended to close 03 September.

Price Waterhouse recent report states that as demand increases in main centres, there will be a decrease in greenfield areas

WDC future plans for 52 hectares alongside River Waikato at Mercer. Potential transfer from Department of Conservations to local iwi. To be advised after further consultation

KEY WORKS PROGRAMMES

Top 4 to be completed before moving on to next important items. These are interchangeable with other projects which may come up in the future.

Main Street Pokeno including Market Square

Realm report due December 2022.

Totara Park

Barbeques now connected and waiting for final sign off from council

Hub 8 Market Street

Update requested from WDC – December 2022

Pokeno Sports Park

Contract is being written for the importing of cleanfill and construction of the Sports Park up to the final field level and also construction of the carpark.

Discussion took place regarding the building of clubhouse/skatepark etc. This will require a lot of fundraising from the community

Future of Pokeno Hall also discussed once the community Hub is completed. Left open for discussion at a future date as the Hall is used every day and is almost fully booked

SUB-COMMITTEE REPORTS

Strategy and Growth

Ric Odom advised he had made a submission online re new transport hub. Also that there are numerous emails regarding 274 appeals which are very important in view of the new Government directive regarding high density housing

Ric advised that at last Community Committee is now officially a Charitable Trust and will soon have its own bank account

Moved Allen Grainger, seconded Ginny Bullock

Finance

Helen Clotworthy requested that the bank account be changed to ASB Fastnet Classic for ease of use. Transparency is paramount.

Events

Allen Grainger advised the following events are in the pipeline

Fun run/walk Sponsor to be advised. November 2022

Pokeno Clean up Day. Check with Pokeno Lions for assistance. Pick up litter, trim trees/shrubs on walkways, general spruce up. Date Sunday 09 October. Planning team TBA

Pokeno Christmas Parade. 5.30 pm Friday 09 December 2022
Suggested Pokeno Ice Cream Day. Early 2023

Dog Park

Community day on 28 August to be advertised. Talking about agility course and other activities

Historical Archives. Ownership. Should be handed in to committee memberships

Communications

Helen Clotworthy advised that website should be up by end August 2022. Compiling content at the moment, Helen advised that WDC has \$5000 for Pokeno website setup but in order to access this we have to send invoices to WDC for payment (which is very convoluted and takes a long time for payment) instead of council giving \$5000 to committee to spend as required as is the case with Te Kauwhata and other Community Committees. Question is why is the process different for Pokeno?

Neighbouring Committees/Boards

No communications from Onewhero or Mercer Boards

OTHER BUSINESS:

Pokeno Tennis courts

Plans are completed and finance is approved by WDC. New courts and lines in December 2022

Funding for upgrade security lights at the club rooms required to increase safety at night
Pickleball courts also being developed

Committee looking at extra toilet at the clubrooms with outside access so people at the using the domain and/or dogpark can use it. This may not be feasible. Discussion regarding who owns the club rooms and the land also took place. Helen Clotworthy passed over to Bronwyn Heath documentation relating to formation and ownership of Tennis Club.

This to be on-forwarded to the Chair of Tennis Club at anytime of New election for position

Pokeno Marae

No report

Great South Road Signage

Appears that signage has been removed from Great South Road

As there was no other business, the meeting closed at 9.15 pm. Next meeting 12 September 2020 at 7.00 pm at Pokeno Hall

Meeting dates for 2022 are:

25 October

05 December

To	Pokeno Community Committee
Report title	Pokeno Works and Issues Report – September 2022
Date:	12 September 2022
Report Author:	Karen Bredesen, PA to General Manager Service Delivery
Authorised by:	Clive Morgan, General Manager Community Growth

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

To provide an update on issues arising from the previous meeting and works underway.

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

That the Works and Issues report from the General Manager Community Growth be received.

3. Attachments **Ngaa taapirihanga**

Attachment 1: Pokeno Community Committee Works and Issues Report – September 2022

Attachment 2 – Pokeno Community Committee – Quarterly Update

Pokeno Community Committee's Works and Issues Report – September 2022

	Issue and Action	Area	Status Update
1.	<p>Rubbish Bin Audit</p> <p><u>Rubbish Bin Audit</u> A district-wide rubbish bin audit is planned to be undertaken. Staff are still to engage a contractor to complete this work.</p>	Service Delivery, Community Connections	<p>SEPTEMBER 2022: No update.</p> <p><i>(Can this matter be removed from the report. The Committee will be updated once audit is completed.)</i></p>
2.	<p>10 Market Street Request for site to be cleaned up and maintained.</p>	Community Connections, Ed McVicar	<p>AUGUST 2022: No update due to staff illness.</p> <p>SEPTEMBER 2022: This site is programmed to be tidied up (mow spray, trim, remove foreign material\rubbish), works should be completed by mid-September, and then this site will be added to the regular 4 weekly schedule. Staff will also look at other improvements.</p>
3.	<p>Flag poles on the light posts. Not the ones that go across the street, but the individual small flags on each light post. Eg to put up flags for ANZAC or Christmas.</p> <p>Action: 3 May 2022 Investigate options for street light flag attachments.</p>	Community Connections, Ed McVicar	<p>AUGUST 2022: Staff are investigating different options. No update due to staff illness.</p> <p>SEPTEMBER 2022: No update.</p>
4.	<p>Pokeno Road Layby – the layby near the new traffic lights – Cecelia has had a few complaints re safety of the road. From those who live on Pokeno Road, coming from Tuakau. There are two entries a top one and the bottom one. The entrances are hard to see.</p>	Roading, Ross Bayer/Gareth Bellamy	<p>AUGUST 2022: This will be looked at in the final safety audit. Staff expect this now to be completed by the end of September 2022.</p>

	Issue and Action	Area	Status Update
	Action: 3 May 2022 Consider options to increase safety/visibility of entry/exit into layby.		

Note: Please note that the matters below have been removed from this report. Information relating to this subject can be found in previous agendas.

- Pokeno Sports Park (Confidential between the school and MoE).
- Pokeno Main Street – The Committee will be consulted with when the concept plan becomes available.
- Gull Station – staff are monitoring the situation.
- Entrance to Dog Park from the Tennis Club – this will be included in future Projects update.

Pokeno Tennis Courts

Contractor pricing is being reviewed.

Pokeno Sports Park – Northern Fill and Carpark Construction

The contract development is continuing. Construction is scheduled between October 2022 to April 2023.

Pokeno Toilet Replacement

The Community Projects Team presented options for the replacement toilets and following discussion confirmed the preference being the gable roof with weatherboards. The toilet module layouts were discussed including modifications needed, such as for the Little library.

The Team would like to attend again to present a layout which is expected to provide the best function, allows for future expansion if needed, and reinstates the Little Library at the edge of the footpath

Pokeno Community Committee – Quarterly Update (from WDC)

Roading, Footpaths, Walkways, Cycleways and Parking

Current WDC Projects	Area	Updates
<p>Pokeno Main Street (What has been achieved, what's happening in the future)</p>	<p>Community Projects, Paul McPherson</p> <p>Roading, Community Connections Community Growth</p>	<p>Surveyors have been commissioned to survey Pokeno Main St, Wellington St West, and Pokeno Road intersection to enable concept and detailed design for construction. Site investigations (service locating and pavement and subsoil test pitting) have been commissioned for multiple sites in Pokeno, with Pokeno Main St the priority in order to advance the design.</p> <p>The replacement Pokeno Public Toilets have selected (four double units with gable roof and weatherboard cladding) and will include a small extension to re-house the Little Library. The replacements toilets will be completed and the temporary toilet block removed this summer.</p>
<p>Totara Park</p>		<p>The developer consulted with the community and requested feedback at the time the park was being developed. Unfortunately, the community's expectations were not met. Totara Park, however, meets the Council's service levels and is fully developed at this stage. If there are additional items the community want added to the park, this would need to be funded by the community.</p>
<p>Pokeno Sports Park/Munro Park (Still under development)</p>	<p>Community Projects, Paul McPherson</p>	<p>Stormwater catchment management calculations have been commissioned (Te Miro Waters Consultants) to enable the design of the Munro Road and the sportspark entrance, ensuring the pavement levels are in concert with the stormwater management plans. This will determine the flow requirements for the future Munro Single Lane Bridge Replacement and Munro Rd Culverts, as well as define any works needed on Pokeno Road Bridge to enable the catchment stormwater management.</p> <p>The contract for the Northern Fill and Carpark is in development and will go out to the market soon for construction this summer (2022/23). This will fill in the redundant stream channel, bring the sport fields ground level up to in the final grassing height. This contract will include the completion of the initial sealed carparking needed to service the following years planned developments.</p>

Current WDC Projects	Area	Updates
		<p>Plans are also underway to update the concept plan to refine the location and footprint for the following summers (2023/24) development projects currently scheduled, including toilets and associated water supply and rising main connection, BBQ shelter with electric BBQ and tables & chairs, skatepark, destination playground, as well as the fitness trail path construction.</p>
Economic and Community Development	Jason Marconi, Economic Development Advisor	<p><u>Pokeno Tennis and Recreation club:</u></p> <ul style="list-style-type: none"> • Better off funding application submitted for clubrooms refurbishment • Placemaking funding for pickle ball • Committee rebuild and refocus <p>Munro Park Community Subcommittee:</p> <ul style="list-style-type: none"> • Working with projects/open spaces team to design delivery and funding timeline to inform community of contribution opportunities • Next steps will be to create a funding strategy and relationship building with prospective funders <p><u>Pokeno Community Website:</u></p> <ul style="list-style-type: none"> • Website funded
	Kelvin Forsman, Economic Development Advisor	<p><u>Pokeno Business Park</u></p> <p>There has been new inquiry from investors looking to set up business in the Pokeno gateway business park. These investments have been of the food processing nature. With the current economic climate uncertain, and capacity constraints on wastewater volumes, these inquiries are on hold.</p> <p>The district wide business networking events have started again for the first time since COVID. The first is at Hampton Downs motorsport park September 8.</p>

Current WDC Projects	Area	Updates
Temporary Library/Hub	Brian Cathro	A Project Manager is being assigned this week to commence the scoping and design work required to have options ready for consultation at the next Long Term Plan.
Plan Change Variations 3 to the Proposed Waikato District Plan - Enabling Housing Supply	Keri-Davis Miller, Resource Management Policy Team Leader	<p data-bbox="860 295 1895 368"><u>Variation 3 to the Proposed Waikato District Plan - Enabling Housing Supply Clause 5 of Schedule 1 of the Resource Management Act 1991</u></p> <p data-bbox="860 416 2101 489">As required by central Government legislation, we're proposing to make some changes to the Waikato District Plan that will enable more houses to be built in urban areas.</p> <p data-bbox="860 537 2101 729">Where these changes apply, more intensive housing development will be permitted in some areas within our district (subject to standards being met). These changes are in line with the latest Government direction that has been given via the Resource Management (Enabling Housing Supply and Other Matters) Amendment Act (The Act) and the National Policy Statement - Urban Development (NPS-UD).</p> <p data-bbox="860 777 2101 888">The proposed changes to our District Plan are required to comply with the legislation. The changes set out by Government are not optional - we must change our plan to implement the new rules.</p> <p data-bbox="860 936 2101 1208">However, we're aiming to do this in a managed way; one that respects our environment and the features of our district that are important to us. The Government has required the Council to use a special 'fast track' process for the housing enablement variation process. This means that the usual plan development process that involves further public consultation on a draft plan before notification of the decisions will not happen. However, you will be able to make a submission once the changes to the plan have been notified. Hearings will be held next year.</p> <p data-bbox="860 1256 2101 1329">From 19 September 2022 you can view the Enabling Housing Supply Variation 3 to the Proposed Waikato District Plan, including the relevant Planning Maps here:</p>

Current WDC Projects	Area	Updates
		<p>Waikato District Council website www.waikatodistrict.govt.nz/Variation 3, and at all Waikato District Council offices and libraries.</p> <p>If you have any questions about the Variation, please contact districtplan@waidc.govt.nz or 0800 492 452.</p>
<p>Pokeno Park Pup-Date (27 August 2022) Animal Control</p>	<p>Rebecca Law, Reserve Planner Team Leader</p>	<p>Pokeno Park Pup-date was a fun event held by the Animal Control Team, an opportunity for education, community engagement and positive awareness for dog adoption. The day was a complete success with over 100 dogs in attendance. The stall holders were thrilled and the dogs had a great day using the park and playing with the other dogs. People travelled from all over the district and beyond (Pukekohe!). The Animal Control team were busy chatting to owners and answering questions. And two adoption pups found homes!</p>
<p>Pokeno Hall Community Venues and Events</p>	<p>Rebecca Law, Reserve Planner Team Leader</p>	<p>Pokeno Hall is having Fibre Internet installed. Other facility upgrades are in discussion with the WDC Community Venues Officer.</p>