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**MINUTES** of a meeting of the Te Kauwhata Community Committee held at St John's Ambulance Rooms, 4 Baird Avenue, Te Kauwhata on **WEDNESDAY, 1 MARCH 2023** commencing at **7.00pm.**

**Present:**

Adele Theron  
Angela van de Munckhof  
Estelle (Kahui) Jonathan  
Ian Wrigley  
Jeff Lyons  
Jo Gurnell  
Liz Tupuhi  
Tim Hinton (Acting Chairperson)  
Toni Grace  
Marlene Raumati (councillor)

**Attending:**

Vishal Ramduny - Strategic Initiatives and Partnerships Manager  
Karlene Rhind Senior Community Engagement Advisor and  
Dominique Thurlow – Community and Development Funding Adviser  
Jason Marconi - Economic Development Advisor  
Tofeeq Ahmed – Programme Manager for Placemaking, Kainga Ora  
Stuart McNab – Community member  
Jillian McNab – Community member  
Jan Sedgwick Community Member

**I. APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Jeff Lyons/Marlene Raumati)**

**THAT apologies from John Cunningham and Whitney Totorewa be received.**

**CARRIED**

**TKCC2303/I**

## **2. CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Ian Wrigley/ Angela van de Munckhof)**

**THAT the agenda for the meeting of the Te Kauwhata Community Committee held on Wednesday, 1 March 2023 be confirmed and all items therein be considered in open meeting.**

It was noted that Cr Raumati suggested at the 1 February 2023 meeting that we add to the agenda regular reports/verbal updates from Ngaa Muka Development Trust. This would need to be done for the next meeting on 3 May 2023.

**AND THAT all reports be received.**

**CARRIED**

**TKCC2303/2**

## **PUBLIC FORUM**

Jason Marconi and Tofeeq Ahmed provided a verbal overview of their thinking on a community identify strategy for Te Kauwhata. Tim Hinton noted that there is good diversity and great passion from the Community Committee to draw from. It was also noted that the strategy will help integrate the established Te Kauwhata township and the new Lakeside development. It was agreed that Estelle Jonathan and Adele Theron will work with Jason and Tofeeq on the strategy and that it will be a project that will be added to the Works and Issues report.

## **3. DISCLOSURES OF INTEREST**

- Tim Hinton (as per disclosure of interest form)
- Jo Gurnell (being a member of the Community House)

#### **4. CONFIRMATION OF MINUTES**

**Resolved: (Toni Grace/Adele Theron)**

**THAT the minutes of the meeting for the Te Kauwhata Community Committee, held on Wednesday, 1 February 2023 be confirmed as a true and correct record.**

**CARRIED**

**TKCC2303/3**

#### **5. ACTIONS**

The actions were as per the minutes of the meeting held on Wednesday 1 February 2023.

#### **6. REPORTS**

##### **Agenda Item 6.1. Appointment of Funding Representative**

**(Resolved: Toni Grace/Jo Gurnell)**

Dominique Thurlow presented this report. Council is seeking to appoint a funding representative from the Committee. It was noted that this is generally the chairperson but that it doesn't need to be.

Training session will be provided as there are guidelines to be followed on what would be eligible for funding and how to assess and fund. The Committee funding representative will be responsible for the applications that come to Council's Democracy team, assess them, and recommend his/her view on whether this should be funded.

It was noted that an amendment is required to the process to correct the clause that when an organisation is applying for funding from the discretionary fund, the application does not go directly to the Chairperson. Dominique noted that this will be updated in the processes and documentation.

It was agreed that in the interim that John Cunningham be the funding representative but with the option to co-opt this to another member when he is back from leave.

**THAT the Te Kauwhata Community Committee Chairperson be appointed as the interim funding representative for the 2022-2025 triennium unless delegated otherwise.**

**CARRIED**

**TKCC2303/4**

## **Agenda Item 6.2. Discretionary Fund Report**

**(Resolved: Jo Gurnell/Adele Theron)**

**That the Te Kauwhata Community Committee:**

- a. Receives the report for the Te Kauwhata Discretionary Fund and the North Waikato Development Funding report.**
- b. Re-allocate the \$5,000 which was initially allocated for the further development of playgrounds (as passed by resolution TKCCI902/04) for the development of the destination playground at the Te Kauwhata Domain.**
- c. Re-allocate the \$3,000 which was initially allocated for the further development of the playgrounds (as passed by resolution TKCC2002/04) back to the Te Kauwhata Community Committee Discretionary Fund budget.**

**CARRIED**

**TKCC2303/5**

## Agenda Item 6.3. Te Kauwhata Works and Issues Report

**Resolved: (Toni Grace/Marlene Raumati)**

### Project I: Dog exercise area

- Adele Theron alluded to the concept plan for the dog park including three identified picnic areas (one with a shade cloth) and a 'small dog' exercise area (see attachment 1 and attachment 2)
- Tim further advised that he met with Stephanie Loughnan (the Council's Parks and Reserves Technical Support Officer) at the Horotiu Dog Park during which it was confirmed that most of the equipment will be donated to the Te Kauwhata Dog Park. However, the equipment will need to be removed and re-sited by mid-March 2023. Tim advised that it will be a 'working bee' approach for the installation and will ensure that appropriate health and safety compliance requirements are met. Tim will finalise the

relocation of the equipment with Stephanie and suggested that the local Lions will assist with the recycling of this equipment. He expected that most of this to be completed (Phase 1&2, possibly 3) by the next meeting in May 2023.

#### Project 2: Walkway extending from Saleyard Road to Council Reserve at Blunt Road Walkway

- It was noted that the Council team is awaiting confirmation on the open drain consenting and the final consultant cost before proceeding with recommended alternative analysis.

#### Project 3: Safety Improvements on Main Road

- Two following changes were suggested on the final draft of the safety improvements on Main Road.
  1. THAT the speed cushions be removed from the safety improvement works
  2. THAT the pedestrian crossing be moved to opposite New World (if there are no Waka Kotahi compliance requirements in doing this).

The Committee also acknowledged that the Roding team's focus at the minute is on repairing our damaged roads from the cyclone and that implementation of the safety improvements to Main Road may be delayed because of this.

#### Project 4: Implementation of the Te Kauwhata Domain Plan

##### 4.1. Te Kauwhata Domain walkway and fitness trail

3. It was noted that a multi-year (2+2years) Walkways Contract is being developed by Council and that the walkway projects in the contract will include Te Kauwhata Domain Walkway, Rotokauri Walkway and Wi Neera Walkway (Raglan) among others.
4. The Contract will be going out to the market in April 2023 when the walkways designs are completed.
5. Project Management consultants Octa have been engaged to complete the procurement plan, tender documents, and contracts.

## 4.2. Community Outdoor Stage

- Jo Gurnell suggested that it may make sense for the stage to be located adjacent to the playground (like the stage at Hamilton Gardens). Adele noted that part of the playground may need to be fenced off so this would need to be considered. Tim suggested a working group be tasked to work on this led by Jo.

## 4.3. Cameras

- Cr Raumati has met with Megan May (Council's Deputy GM for Service Delivery) at which it was confirmed that Te Kauwhata and Meremere will be the first communities to benefit from the camera roll out rather than waiting for a district-wide rollout. This was because there is already an LTP funding commitment for this project for Te Kauwhata and Meremere.

## 4.4. Domain Community Garden

- This is work in progress. Estelle advised that Whitney had referred the matter of the list of appropriate plant species to her as well.
- The Committee was reminded that there is an active Rongoa group (Toi Ako) in Te Kauwhata and it would be useful to link into them.
- Tim also indicated that, as a horticulturalist, he has good knowledge on appropriate plant species and can help with this.
- Whitney, Estelle, Jo, and Tim will be work on this project.

## 4.5. Mural adjacent to squash club

- Adele circulated a report (see attachment 3) showing some uplifting an inspirational panel design which can be used as examples.
- Adele, Tim, Estelle, and Jeff will work on this project and come back to the Committee with some firmed-up proposals.

**THAT the Works and Issues report be received and the updates and actions from this meeting be noted for the next report.**

**CARRIED**

**TKCC2303/6**

#### 6.4 Councillor Report

**Resolved: (Tim Hinton/ Angela van de Munckhof)**

Cr Marlene Raumati provided the following verbal update:

- Noted that a lot of people in Hawkes Bay, Gisborne and Port Waikato have their lives upturned because of the cyclone.
- Advised that Council is proposing changes to how we manage traffic in our district by creating a new Traffic Bylaw. Consultation is open from 27 February to 27 March 2023.
- Advised that Council is also proposing changes to the Public Places Bylaw. Consultation is open from 27 February to 27 March 2023.
- A hearing on the Trade Waste and Wastewater by-law has been held.
- Advised that due to the impact of the cyclone on some of our communities and several of our roads, we need to be patient because Council is currently in recovery mode and hence priorities need to be re-ordered.
- That there was a very successful community and stakeholders' workshop on 23 February 2023 to discuss an emergency management plan for Te Kauwhata and Rangiriri. A group of coordinators have been appointed for Te Kauwhata, Meremere and Waerenga.
- That there was also a discussion with Kainga Ora and Council regarding development agreements. (Tim Hinton advised that he would get John Cunningham to lead a submission on this).

**That the Te Kauwhata Community Committee receive the verbal councillor report.**

**CARRIED**

**TKCC2303/7**

## 6.6. Chairpersons Report

### **Resolved: (Toni Grace/ Angela van de Munckhof)**

- Tim Hinton, as the acting chairperson, provided the following verbal update:
- Thanked the Committee and Council staff for their leadership and commitment. Tim especially pointed out the great work being done by the Committee's project working groups. He noted that there is a great history of a functional committee who get things done. He is happy and proud to be a part of it.
- Suggested that the meeting structure needs to be reconsidered to allow for working groups to progress within the bounds of the meeting. He suggested that the Committee meetings should be from 7:00pm to 8:00pm and that 8:00pm-8:30pm be used for the project working groups to get together.
- Thanked Toni Grace for her contribution to the Committee and awarded her a gift on behalf of everyone after Toni gave a farewell speech.
- Acknowledged Jan Sedgwick for the gift she brought for Toni.

**That the Te Kauwhata Community Committee receive the verbal Acting Chairperson's report.**

**CARRIED**

**TKCC2303/8**

There being no further business the meeting was declared closed at 8:56 pm

Minutes approved and confirmed this 3rd day of May 2023.

Tim Hinton

**ACTING CHAIRPERSON**