

Minutes for a meeting of the Rural Port Waikato Community Board held in the Nikau Café, 1779 Waikaretu Valley Road, Waikaretu on **THURSDAY, 7 DECEMBER 2023** commencing at **6.38PM**.

Present:

Mr B Cameron (Chairperson)
Ms F Coker-Grey
Mrs R Costar
Ms L Fry

Attending:

Mr R MacCulloch (General Manager Customer Support)
Mrs L Wainwright (Democracy Advisor)
Mrs F Gower (Pukekohe Car Club)
Mrs K Reese (Wairamarama Community Incorporated)
Mr J Leigh (Upper Maire Landcare Society Incorporated)
Mr C Farndale (Port Waikato Fishing Club and Port Waikato Volunteer Fire Brigade)

Members of the public.

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mrs Costar/Ms Fry)

THAT the Rural Port Waikato Community Board:

- a. accepts the apology from Cr CA Eyre for non-attendance.

CARRIED

RPWCB2312/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Ms Fry/Mrs Costar)

THAT the agenda for the meeting of the Rural Port Waikato Community Board held on Thursday, 7 December 2023 be confirmed and that:

- a. all items therein be considered in open meeting; and
- b. all reports be received.

CARRIED

RPWCB2312/02

DISCLOSURES OF INTEREST

Mr Cameron advised members of the Board that he would declare a financial conflict of interest in item 6.1 [*Discretionary Fund Report to 16 October 2023*].

Mr Cameron advised members of the Board that he would declare a non-financial conflict of interest in part of item 6.2 [*Rural Port Waikato Community Board Discretionary Fund Applications - Glen Murray Hall Association*] as he was a member of the Hall Association.

Ms Coker-Grey advised members of the Board that she would declare a non-financial conflict of interest in part of item 6.2 [*Rural Port Waikato Community Board Discretionary Fund Applications - Glen Murray Hall Association*] as she was a member of the Hall Association.

Ms Fry advised members of the Board that she would declare a non-financial conflict of interest in part of item 6.2 [*Rural Port Waikato Community Board Discretionary Fund Applications – Port Waikato Fishing Club and Port Waikato Fire Brigade*].

CONFIRMATION OF MINUTES

Resolved: (Mrs Costar/Ms Coker-Grey)

THAT the minutes for a meeting of the Rural Port Waikato Community Board held on Thursday, 26 October 2023 be confirmed as a true and correct record.

CARRIED

RPWCB2312/03

PUBLIC FORUM

The following issues were discussed:

- Roading issues on Brien and Ponganui Roads were discussed by the Board and it was reported that Onewhero Fire Brigade and FENZ had issues and concerns with safe access and the condition of the roads. It was noted that HEB Contractors were working on the road at present and a question was raised on why the contractors had commenced work at the beginning of the road and not the end where the road had the most issues. The General Manager of Customer Support confirmed that the best way to address issues is through a service request and it was confirmed that a service request had been lodged for this issue. It was further noted that Council's communication needed improvement.
- It was noted that a new automated response system at Council had been implemented and when a service request was received, an acknowledgement email would be sent with a follow-up email noting the timeframe to complete the request.
- Mrs Gower, President of Pukekohe Car Club gave a brief overview on the club and what sporting events would be held in 2024. It was noted that before any events were held, a meeting was scheduled with communities and residents of the roads being used. The Board acknowledged the great public relations work done by the Pukekohe Car Club and expressed appreciation for that.
- It was reported that there was a tree obstructing views on Waikaretu Vally Road and the resident was advised to lodge a service request to Council.
- It was noted that storm events attracted funding from NZTA/Waka Kotahi and the General Manaster, Customer Support reported that a detailed investigation on the roads had been conducted and funding had been requested as Council does not have funding available.
- It was reported that there is a missing chevron sign missing at the bottom of Waikaretu Road and Bothwell Loop Road which is a blind intersection and that has been a fatality there. It was further reported that a request for service had been put into Council two (2) years ago and to date, the sign had not been replaced. The General Manager, Customer Support advised to lodge another service request and to keep the number for follow up if required.

ACTION: Add item for sign replacement at the bottom of Waikaretu Road and Bothwell Loop Road to the Works & Issues schedule, for further investigation.

REPORTS

Discretionary Fund Report to 16 October 2023

Agenda Item 6.1

The Chairperson declared an interest in 6.1 [Discretionary Fund Report to 16 October 2023] and took no part in discussion or voting on this matter.

The Chairperson vacated the chair and the Deputy Chairperson assumed the Chair for this item.

The report was received [RPWCB2312/02 refers] and no discussion was held.

Resolved: (Mrs Costar/Ms Coker-Grey)

THAT the Rural Port Waikato Community Board:

- a. approves the reimbursement of \$140.00 (incl. GST) from their Discretionary Funding account:**
 - i. to Mr Bruce Cameron**
 - ii. for refreshments provided at the Rural Port Waikato Community Board meeting held at Nikau Café, Waikaretu on Thursday, 7 December 2023.**

CARRIED

RPWCB2312/04

The Deputy Chairperson vacated the chair and the Chairperson resumed the chair.

Discretionary & Resilience Fund Applications
Agenda Item 6.2

The report was received [RPWCB2312/02 refers] and discussion was held on the following matters:

Discretionary Fund Application

Opuatia Community Centre

No members of the Opuatia Community Centre were present at the meeting. The application was a follow up from their previous application which had been presented to the Board on Thursday, 14 September 2023.

Resolved: (Ms Fry/Ms Coker-Grey)

THAT the Rural Port Waikato Community Board:

- b. approves an allocation of \$1,035.00 (incl. GST) from their Discretionary Funding account to:**
 - iii. the Opuatia Community Centre**
 - iv. purchase a basketball hoop for the basketball area.**

CARRIED

RPWCB2312/05

Resilience Fund Applications

The Chairperson gave an overview of the process it was noted that Democracy at Council receives documentation and it would be approved and go to Finance for payment on Wednesday.

It was emphasised that for auditing purposes, it is necessary to show accountability and an accountability form including receipts needs to be provided within 8 weeks from the project or event.

Port Waikato Fishing Club

Ms Fry advised members of the Board that she would declare a non-financial conflict of interest in part of item 6.2 [*Rural Port Waikato Community Board Discretionary Fund Applications – Port Waikato Fishing Club and Port Waikato Fire Brigade*].

Mr C Farndale outlined the application and answered questions from the Board. It was noted that:

- It was noted that the event was held on a yearly basis.
- Each child attending the event would be given a goody bag to assist them when fishing and they would be presented with a prize, whether they caught a fish or not.
- The event would bring the community together and give back to the children following lockdown and Cyclone Gabrielle.
- It was noted that an advertisement had been placed in the local Port Report for the community's information.
- Details of the event include:
 - Location - Maraetai Bay, Port Waikato
 - A barbeque (BBQ) will be provided for those attending
 - There will be a prize stand
 - Gold coin donation will be required to enter.

- A games, dress up event with a lolly scramble would also be included.

Resolved: (Mrs Costar/Ms Coker-Grey)

THAT the Rural Port Waikato Community Board:

- c. **Approves an allocation of \$1,957.93 (no GST) from their Resilience Funding account to:**
 - i. **the Port Waikato Fishing Club**
 - ii. **hold a kids fishing competition.**

CARRIED

RPWCB2312/06

Wairamarama Community Incorporated

Mrs Reese, President of the Wairamarama Community Incorporated, outlined the application and noted that:

- It was noted that the annual community golf event is a very popular event that has been held for over a decade.
- The Gold Invitational event would be held at the Onewhero Golf Club. Following the golf round, a dinner, for the community, would be held at the clubhouse.
- Last year, there had been approximately 40 golfers and between 50-60 in attendance at the community dinner.
- It was noted that the event created a good connection with other members of the community.
- The event would be held in February of March 2024.

Resolved: (Ms Fry/Ms Coker-Grey)

THAT the Rural Port Waikato Community Board:

- d. **approves an allocation of \$2,360.00 (incl. GST) from their Resilience Funding account to:**
 - i. **the Wairamarama Community Incorporated**
 - ii. **hold the Wairamarama Golf Invitational event.**

CARRIED

RPWCB2312/07

Upper Maire Landcare Society Incorporated

Mr Lee, Chair of the Upper Maire Landcare Society, outlined the application and answered questions from the Board. It was noted that:

- The Upper Maire had a sub catchment of approximately 4,000 hectares which consisted of 13 large farms and six (6) large lifestyle blocks.
- Fencing and planting had been carried out around the wetland areas.
- The group were planning to create a Facebook page.

Resolved: (Mrs Costar/Ms Coker-Grey)

THAT the Rural Port Waikato Community Board:

- e. **approves an allocation of \$2,000.00 (incl. GST) from their Resilience Funding account to:**
 - i. **the Upper Maire Landcare Society Incorporated**
 - ii. **hold a Christmas function.**

CARRIED

RPWCB2312/08

Glen Murray Community Hall Association

Mr Cameron advised members of the Board that he would declare a non-financial conflict of interest in part of item 6.2 [*Rural Port Waikato Community Board Discretionary Fund Applications - Glen Murray Hall Association*] as he was a member of the Hall Association and took no part in discussion or voting on the item.

Ms Coker-Grey advised members of the Board that she would declare a non-financial conflict of interest in part of item 6.2 [*Rural Port Waikato Community Board Discretionary Fund Applications - Glen Murray Hall Association*] as she was a member of the Hall Association took no part in discussion or voting on the item.

Mr Lee outlined the application and no discussion was held.

Resolved: (Ms Fry/Mrs Costar)

THAT the Rural Port Waikato Community Board:

- f. approves an allocation of \$2,251.62 (no GST) from their Resilience Funding account to:**
 - i. the Glen Murray Community Hall Association**
 - ii. hold a Community Christmas Dinner.**

CARRIED

RPWCB2312/09

Naike Community Incorporated Society

No members were present.

Resolved: (Mrs Costar/Ms Coker-Grey)

THAT the Rural Port Waikato Community Board:

- g. approves an allocation of \$822.23 (incl. GST) from their Resilience Funding account to:**
 - i. the Naike Community Incorporated Society**
 - ii. hold a Community Christmas Party.**

CARRIED

RPWCB2312/10

Port Waikato Fire Brigade

Mr C Farndale outlined the application and no discussion was held.

Resolved: (Ms Coker-Grey/Mrs Costar)

THAT the Rural Port Waikato Community Board:

- h. approves an allocation of \$408.91 (incl. GST) from their Resilience Funding account to:**
 - i. the Port Waikato Volunteer Fire Brigade**
 - ii. hold a Community Christmas Parade and Open Day.**

CARRIED

RPWCB2312/11

Port Waikato Residents and Ratepayers Association Incorporated

No members were present.

Resolved: (Ms Fry/Mrs Costar)

THAT the Rural Port Waikato Community Board:

- i. approves an allocation of \$312.50 (incl. GST) from their Resilience Funding account to:
 - i. the Port Waikato Residents and Ratepayers Association Incorporated
 - ii. hold a Christmas Parade on Saturday, 16 December 2023.

CARRIED

RPWCB2312/12

Accountability Forms

ACTION: OSPA allocated/received \$2500 but only \$2400 spent – follow-up required for \$100.00 and completed Accountability Form also required.

ACTION: Democracy to investigate addition of another column to the funding report to show/record receipt of accountability form.

Resolved: (Mr Cameron/Ms Fry)

THAT the Rural Port Waikato Community Board:

- a. receives the accountability form from the Naike Community Incorporated Society and receipts from OSPA.

CARRIED

RPWCB2312/13

Works, Actions & Issues Report Status of Items October 2023

Agenda Item 6.3

The report was received [*RPWCB2312/02 refers*] and discussion was held on the following items:

Discretionary Fund Guidelines

ACTION: Funding Guidelines item to be closed and removed from the schedule.

Port Waikato Stormwater Systems

- The Board would like to be updated on this issue, in particular, what was happening, had any planning been done? and had any money received been received?

ACTION: Council staff to investigate and report back at the next meeting.

Onewhero Area School Road Safety Improvements

- It was noted that a bus turn around was not required as it drives around the block.
- Clarification was still required on the issues.

ACTION: This item to remain on the schedule and the General Manager, Customer Support to table and investigate with Council staff, this item together with other outstanding Works and Issues items.

Te Kohanga Playground Fully Fenced

- It was reported that Ms Fry had received 2 emails regarding options and costs for a gate.
- It was noted that another quote is to be received.

ACTION: This item to be closed and removed from the list.

Freedom Camping Bylaw Map

- The General Manager, Customer Support reported that the playground and the high school area is going to be protected from freedom camping.

ACTION: This item to be closed and removed from the schedule.

Onewhero Reserve

- It was reported that the grass at the reserve had been undersown and the Rugby Club was not advised. It was further advised that the Council contractor has not mowed the fields since and there appears to have been no communication between contractors and Council staff. It was agreed that this issue is with Council to sort, not the community.
- It was noted as very disappointing to be advised that the Rugby tournament had to be cancelled due to the lack of communication and the grass not been mowed.

ACTION: Mrs Costar to email information to the General Manager Community Support to investigate this matter.

Updates – other matters

- It was reported that the Sunset Beach toilet work is anticipated to be completed in time for Christmas 2023. The project team lodged building consent in October 2023.
- Opuatia Court renewal was reported as progressing well and the Chairperson advised that the safety fencing had been removed. The concrete driveway is the next step in this project.
- With regards to the Pukekawa tennis court renewal, it was advised that a contractor was lined up and the project is due to commence in February 2024.
- It was reported that total completion on the work at Onewhero Domain is expected by the end of February 2024.

2024 Meeting Schedule

Agenda Item 6.4

The report was received [RPWCB23/2/02 refers] and discussion was held on the following items:

- It was agreed by the Board that the first meeting of the year (2024) should be held at Port Waikato.
- All meeting locations currently on the meeting schedule after February will be pushed out to the following month.
- The last meeting of the year that was scheduled to be held at Waikaretu will be now be held in that location in 2025.

Resolved: (Mr Camerson/Ms Fry)

THAT the Rural Port Waikato Community Board:

a. approves the schedule of Board meetings for 2024 as follows:

- **Thursday, 22 February at the Port Waikato Volunteer Fire Brigade, 83B Maunsell Road, Port Waikato,**
- **Thursday, 4 April in the Naike Community Hall, 3648 Highway 22, Naike,**
- **Thursday, 16 May at the Onewhero Society of Performing Arts, 14 Hall Road, Onewhero,**
- **Thursday, 27 June in the Glen Murray Memorial Hall, 2400 Highway 22, Glen Murray,**
- **Thursday, 8 August in the Pukekawa Community Hall, 38 Clark and Denize Road, Pukekawa**

- **Thursday, 19 September in the Te Kohanga Community Hall, Cnr Kohanga Road and Tuakau Bridge Port Waikato Road, Te Kohanga,**
- **Thursday, 31 October in the Opuatia Community Hall, 21 Otuiti Road, Opuatia,**
- **Thursday, 12 December in the Wairamarama Community Hall, 1410 Wairamarama Onewhero Road, Onewhero; and**

b. notes that each meeting will be scheduled to commence at 6.30pm.

CARRIED

RPWCB2312/14

2024-2034 Long Term Plan Update
Agenda Item 6.5

The report was received [RPWCB2312/02 refers] and discussion was held on the following items:

- The General Manager, Customer Support gave a brief of the Council's Long Term Plan (LTP) and advised that every 3 years the Council runs a process where it documents what it does, the various activities and services, funding of services and why all those things are done. Additionally, what each one costs and how they fund and deliver.
- It was advised that Councillors give guidance to staff and they are currently going through the budgeting phase which when complete will go back to Council to advise the figures and what it would mean for rates.
- There was extensive discussion regarding the economies of scale for the size of our district and the challenges faced relating to infrastructure and communities.

Waikato District Council Executive Update
Agenda Item 6.6

A verbal report was received on the following matter:

- In consideration of the previous item discussion on the LTP, there was no further discussion.

Chairperson's Report
Agenda Item 6.7

A verbal report was received on the following matters:

- The Chairperson reported that he has been appointed to the Rural Economic Advisory Panel, the first meeting of which was two (2) weeks ago. The panel hopes to give input and liaise with Council.

