



**POKENO COMMUNITY COMMITTEE  
MONTHLY MEETING**

**TUESDAY, 10 APRIL 2018 – 7.00pm**  
Pokeno Community Hall, Cnr Great South Road and Market Street

**AGENDA**

*Gavin Donald from GMD Consultants will be in attendance to provide an update to the Committee regarding item 5.*

*George Harwera from Internal Affairs will be in attendance to speak to item 6.*

*Manisha Smith from Pokeno Pharmacy will be in attendance to speak to item 7.*

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|-----|--|--------|
| 1.  | Apologies  |        |
| 2.  | Confirmation of Status of Agenda                         |        |
| 3.  | Disclosure of Interest                                   |        |
| 4.  | Confirmation of Minutes                                  | 2      |
| 5.  | North Waikato Sport & Recreation Strategy                | 5      |
| 6.  | Funding for Youth Facilities in Pokeno                   | 6      |
| 7.  | Pokeno Medical Centre & Pharmacy                         | 7      |
| 8.  | LTP Update   | Verbal |
| 9.  | Pokeno Community Committee Schedule                      | 8      |
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| 11. | Councillor's Report                                      | Verbal |
| 12. | Committee Reports  | Verbal |
| 13. | Next Meeting's Agenda Items                              |        |
| 14. | General Business   |        |

*Council Staff in attendance: Sue O’Gorman*

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### **Open Meeting**

<b>To</b>	Pokeno Community Committee
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	21 March 2018
<b>Prepared by</b>	Wanda Wright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0516
<b>Report Title</b>	Confirmation of Minutes

### **1. EXECUTIVE SUMMARY**

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To confirm the minutes of the Pokeno Community Committee meeting held on Tuesday 20 March 2018.

### **2. RECOMMENDATION**

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**THAT the minutes of the meeting of the Pokeno Community Committee held on Tuesday 20 March 2018 be confirmed.**

### **3. ATTACHMENTS**

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PCC Minutes

**POKENO COMMUNITY COMMITTEE**

**MINUTES** of the monthly Pokeno Community Committee meeting held in the Pokeno Hall, Pokeno on 20 March 2018, commencing at 7.00pm.

**Committee Members Present:** Helen Clotworthy, Ric Odom, Janet McRobbie, Kris Hines, Todd Miller, Doug Rowe, Lance Straker

**Apologies:** Wayne Rogers, Trish Graham

**Guests In Attendance:** Tony Whittaker, Jacob Quinn, Kurt Abbot (Waikato District Council)

**Councilors In Attendance:** Cr S Henderson, Cr J Church

**Community Members** Community members were present

**Attending:** Approximately 30 members of the public

**1. APOLOGIES**

Apologies were received from Tricia Graham and Wayne Rogers

**Moved:** Doug Rowe

**Seconded:** Lance Straker

**Carried**

**2. DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**3. CONFIRMATION OF THE STATUS OF THE AGENDA**

The Chair advised that Items 5 (LTP Roadshow) and 7 (Long Term Plan 2018-2028) would be addressed together and that the Sport Waikato team were unable to be present at the meeting to present Item 6 (Sport Waikato Plan) but that would now be Item 5 of the agenda and Tony Whittaker would speak to it. Item 8 (Community Engagement Update) would be moved to Item 6 on the Agenda.

**Moved:** Helen Clotworthy

**Seconded:** Kris Hines

**Carried**

**4. CONFIRMATION OF PREVIOUS MINUTES**

**THAT the minutes of the meeting held on 13 February 2018 be confirmed as a true and correct record of that meeting.**

**Moved:** Helen Clotworthy

**Seconded:** Doug Rowe

**Carried**

**MATTERS ARISING FROM THE MINUTES**

There were no matters arising.

## **5. SPORT WAIKATO PORT PLAN**

Tony Whittaker spoke to this on behalf of Sport Waikato.

- There are elements of the plan that are particular to each community (e.g. the Munro Road Sport Park in Pokeno).
- Each community is asked to review the plan and to provide feedback.
- There will be a Sport Waikato representative based at the Council office in Tuakau.
- A copy of the Sport Waikato plan is available online on the Waikato District Council website.
- While no cut-off time for feedback on the plan has been specified, but it would be helpful if consideration of it and feedback relating to it could be completed as soon as possible.

The Chair thanked Tony for speaking to the report.

## **6. COMMUNITY ENGAGEMENT UPDATE**

Tony Whittaker spoke to this. AS the Waikato District Council was developing the plan, it became apparent, following the surveys that had been undertaken, that the Council has a significant amount of work to do. Council staff would greatly appreciate feedback on community priorities and the amount of engagement required.

A member of the public asked for an update on the Totara Park development in Pokeno. It was pointed out that following community consultation, some preferred options were outlined. The Committee will ask Colin Bottica Project Manager with the Dines Group, to provide an update.

## **7. LONG TERM PLAN 2018-20128**

Jacob Quinn, Communications Manager for the Waikato District Council, delivered a presentation and reminded all present that a consultation document has been circulated to every household (copies were also available at the meeting). He acknowledged there is a lot of information to digest with much of the content being required by legislation.

There were numerous questions from the floor, most questioning the rationale for or seeking clarification of the various parts of overall rates.

## **8. GENERAL BUSINESS**

Helen Clotworthy thanked the Waikato District Council officers for attending and presenting at the meeting and thanked the public for attending the meeting. She then took the opportunity to introduce the elected Pokeno Community Committee members.

A member asked if more posts containing bags for dog excrement could be provided as increasing levels of dog fouling has been noticed.

## **CLOSURE**

There being no further business, the meeting was declared closed at 8.55pm.

The next meeting of the Pokeno Community Committee will be held on Tuesday 10th April 2018 at 7.00pm in the Pokeno Hall.

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### **Open Meeting**

<b>To</b>	Pokeno Community Board
<b>From</b>	Jacki Remihana Acting General Manager Customer Support
<b>Date</b>	29 March 2018
<b>Prepared by</b>	Samantha Frederick Project Coordinator
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0516
<b>Report Title</b>	North Waikato Sport and Recreation Strategy

## **I. EXECUTIVE SUMMARY**

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GMD Consultants have been engaged by Council to develop the North Waikato Sport and Recreation Strategy. Project Lead Gavin Donald is going to be attending all the community board meetings in the area, to introduce the project and seek some initial feedback. Gavin will briefly talk to the questionnaire he would like for all members to respond to. As part of the questionnaire Gavin would also like members to consider who in the committee's catchment he should also talk to, that contribute to sport and recreation in the area.

Gavin Donald of GMD Consultants will be in attendance to update the Board on the North Waikato Sport and Recreation Strategy.

## **2. RECOMMENDATION**

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**THAT** the report from the **Acting General Manager Service Delivery** be received.

## **3. ATTACHMENTS**

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**Open Meeting**

<b>To</b>	Pokeno Community Committee
<b>From</b>	Helen Clotworthy Chair, Pokeno Community Committee
<b>Date</b>	29 March 2018
<b>Prepared by</b>	Evonne Miller PA General Manager Customer Support
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0516
<b>Report Title</b>	Funding for Youth Facilities in Pokeno

**1. EXECUTIVE SUMMARY**

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George Harwera from Internal Affairs will be present to discuss funding for youth facilities in Pokeno.

**2. RECOMMENDATION**

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**THAT** the report from the Chair, Pokeno Community Committee be received.

**3. ATTACHMENTS**

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N/A

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**Open Meeting**

<b>To</b>	Pokeno Community Committee
<b>From</b>	Helen Clotworthy Chair, Pokeno Community Committee
<b>Date</b>	29 March 2018
<b>Prepared by</b>	Evonne Miller PA General Manager Customer Support
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	Gov0516
<b>Report Title</b>	Pokeno Medical Centre and Pharmacy

**1. EXECUTIVE SUMMARY**

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Manisha Smith will be present to update the community on the Pokeno Medical Centre & Pharmacy.

**2. RECOMMENDATION**

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**THAT** the report from the Chair, Pokeno Community Committee be received.

**3. ATTACHMENTS**

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N/A

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### **Open Meeting**

<b>To</b>	Pokeno Community Committee
<b>From</b>	Sue O’Gorman General Manager Customer Support
<b>Date</b>	29 March 2018
<b>Prepared by</b>	Evonne Miller PA General Manager Customer Support
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0516
<b>Report Title</b>	Pokeno Community Committee Schedule

## **1. EXECUTIVE SUMMARY**

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The purpose of this report is to provide an updated Pokeno Community Committee Schedule to discuss and populate.

It is intended that the Committee will develop a schedule as a guide for Council support and community information and engagement.

## **2. RECOMMENDATION**

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**THAT the report from the General Manager Customer Support be received.**

## **3. ATTACHMENTS**

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Draft Pokeno Community Committee Schedule



**POKENO COMMUNITY COMMITTEE  
SCHEDULE**

January 2018	February 2018	March 2018
<ul style="list-style-type: none"> <li>▪ NO MEETING</li> </ul>	<ul style="list-style-type: none"> <li>▪ <b>Pokeno Community Plan</b> (Sue O’Gorman)</li> <li>▪ <b>Animal Control Engagement</b> (Megan May/Helen Williams)</li> <li>▪ <b>LTP Update</b> (Sue O’Gorman)</li> </ul>	<ul style="list-style-type: none"> <li>▪ <b>Lions Club</b></li> <li>▪ <b>LTP Update</b> (Sue O’Gorman)</li> <li>▪</li> </ul>
April 2018	May 2018	June 2018
July 2018	August 2018	September 2018
October 2018	November 2018	December 2018
		<ul style="list-style-type: none"> <li>▪ Christmas Party</li> </ul>
		<ul style="list-style-type: none"> <li>▪ Pokeno Pride day</li> <li>▪ Friday Feast</li> <li>▪ Community Parade Mar/Apr</li> </ul>

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**Open Meeting**

<b>To</b>	Pokeno Community Committee
<b>From</b>	Sue O’Gorman General Manager Customer Support
<b>Date</b>	29 March 2018
<b>Prepared by</b>	Evonne Miller PA General Manager Customer Support
<b>Chief Executive Approved</b>	Y
<b>Reference/Doc Set #</b>	GOV0516
<b>Report Title</b>	Pokeno Works & Issues: Status of Items April 2018

**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 Customer Support be received.**

**3. ATTACHMENTS**

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Pokeno Works & Issues: Status of Items April 2018

**POKENO COMMUNITY COMMITTEE  
ISSUES REGISTER – 2017**

Issue	Area	Action	Comments
Helenslee Road Footpath	Service Delivery	<p>Can we get the Helenslee Road footpath connected to the school? This is currently a Health &amp; Safety issue for the children.</p> <p>The committee understood the footpath was already in the 2017 budget and was supposed to have been connected in the Sept-March season.</p>	<p>JUNE: The Committee have made application to Council via the unfunded projects list (<u>attached</u>). This will be considered at the Strategy &amp; Finance Committee meeting on 28 June. The footpath priority list is also in the process of review.</p> <p>JULY: The proposal on the agenda last month has been included on Council's unfunded projects list. This means that it will be considered by Waikato District Community Wellbeing Trust.</p> <p>AUGUST: The footpath programme for 2017/18 is currently under development. This footpath is being considered as part of this review.</p> <p>SEPTEMBER: The footpath programme for 2017/18 is currently under development. This footpath is being considered as part of this review. An application to the Wellbeing Trust will also be made.</p> <p>OCTOBER: Roading is organising a workshop with Councillors for late in October. Staff will present our forward works programme for 2017/18 for consideration and approval by the Councillors. Helenslee Road footpath proposals will be part of those discussions but has yet to be confirmed as part of the 2017/18 programme. Other Long Term Plan options for footpaths will also be discussed at the workshop.</p> <p>NOVEMBER: Councillors workshop is scheduled for 7 November 2017. This section of footpath is on the</p>

Issue	Area	Action	Comments
	Service Delivery		<p>proposed schedule and will be considered through the upcoming LTP.</p> <p>DECEMBER: At the Long Term Plan workshop on 7 November 2017 Councillors gave a verbal approval to include a short section of footpath on Helenslee Road to link the existing footpath with the school crossing in the 2017/18 footpath programme.</p> <p>FEBRUARY: Kea Crossing has been installed on Helenslee Road. Other work is on hold pending Pokeno Road street upgrade.</p> <p>APRIL: Following by-law process completion 2017- Speed limits to change 2 April 2018 on Tuakau Road, Helenslee, Munroe and sub-divisions.</p> <p><u>Footpath Extn</u> Pokeno/Helenslee Intersection is due to be upgraded. Therefore a gravel footpath will be formed as a temporary solution extending from the existing footpath toward the school.</p>
Rubbish / Recycling Bins in Main Street	Service Delivery	Can Pokeno have a rubbish bin outside the toilets? Is it possible to get recycling bins next to the main rubbish bins in Main Street?	<p>AUGUST: Yes – will be addressed as part of the redevelopment of the toilet block.</p> <p>SEPTEMBER: A rubbish bin is being incorporated into the Toilet Project.</p> <p>OCTOBER: A preliminary scope of works is underway for the proposed toilets in Pokeno and is expected to be completed by mid-December. Once that work has been</p>

Issue	Area	Action	Comments
			<p>completed staff will be in a position to provide an update to the Community Committee on a timeline.</p> <p>NOVEMBER: A compactor bin is proposed for the site. Staff are working with contractors and suppliers to have the bin installed outside the existing toilets before mid-December. Consideration has also been given around locating the bin so it does not interfere with the proposed toilet project.</p> <p>DECEMBER: A rubbish bin has been installed. WDA have provided Parks and Reserves prices for installation of a compactor bin.</p> <p>FEBRUARY: The compactor bin outside the Dairy which is underutilised is going to be swapped with the bin outside the toilets.</p> <p>CLOSED</p>
Village Concept Plan	Strategy & Support		<p>OCTOBER: Staff have started making contact with key property owners and stakeholders regarding their individual aspirations. The intention is to summarise some of this thinking, together with initial aspirations from stakeholders such as the District Health Board, before it is shared with the community via the Community Committee. It is thought that between three to four property owners, including Council, there is a basis to move forward. This is a work stream now, getting focused attention. We will report to you further next month.</p> <p>NOVEMBER: Staff are currently working on the mapping of Pokeno and overlaying known projects. Key meetings to be held in the next few weeks with significant land owners in the CBD.</p>

Issue	Area	Action	Comments
			<p>DECEMBER: A community workshop and presentation has been arranged for Thursday, 14 December @ 5.00pm at the Pokeno Hall. Fliers have been sent to the Chair for distributing throughout the community and an invite has been sent to Committee Members.</p> <p>FEBRUARY: An update will be provided at the meeting on the Village Concept Plan.</p> <p>APRIL: Sue will give a verbal update at the meeting.</p>
Helenslee Estate walkways	Service Delivery	<p>PRK0611/18</p> <p>Two of the tracks are almost unwalkable/or unable for mothers to push a pram/pushchair through due to the over growth of the flaxes and the gouges caused by the ride on mowers/rain water. These tracks start 1. From Galston Court Bridge through to Mark Ball Drive. 2. from Canmore Place through to Mark Ball Drive.</p>	<p>Council have received and accepted a quote from City Care for subject work and a works order has subsequently been provided to CC. Thereafter, the sub-contractor engaged by CC to undertake the work, being Inform landscapes have received a verbal instruction from CC and are now organising resources to undertaken and complete work by end of December 2017.</p> <p>FEBRUARY: Grant Sirl, Arborist/Contracts Maintenance Officer is currently liaising with the contractor to initiate works to compile a forward works programme.</p> <p>APRIL: The contractor (Inform Landscapes) will begin vegetation clearance work from March 16<sup>th</sup> onwards. It was rescheduled from the middle of last month due to some resourcing and other scheduled maintenance work.</p>
Cemeteries	Service Delivery	<p>I. No footpath by original Pokeno cemetery Please see Issue 1, the Helenslee Road Footpath. Consider this before Cemetery footpath</p>	<p>I. WDA have completed design and a footpath has been included. Work is programmed for commencement in mid-February 2018.</p> <p>FEBRUARY: Design complete, job on hold pending decision on proposed adjacent development and impact of</p>

Issue	Area	Action	Comments
		2. New cemetery project (in between Tuakau and Pokeno). Update in accordance with draft LTP.	<p>intersection design. The project will still proceed this year.</p> <p>APRIL: There is a Rehabilitation project underway there currently. The footpath has been delayed pending the intersection upgrade due to the subdivision planned.</p> <p>2. The Whangarata Cemetery Project will be considered as part of the 2018-2028 LTP.</p>
12/12/2017 - WTR1800/18 Stormwater downpipe outside the community hall	Service Delivery, Parks & Reserves		<p>The Pokeno Hall drainage is currently being investigated by our Repairs and Maintenance contractors Cushman and Wakefield. We are trying to determine whether new soakage pits are required so they are scoping that for us at present.</p> <p>APRIL: We are currently waiting on a quotation to install new soak pits; we are also investigating the option of connecting into the council stormwater system.</p>
12/12/2017 – PRK0897/18 Garden, community hall	Service Delivery, Parks & Reserves		<p>We have requested for hedge trimming to be programmed to be undertaken in an acceptable time frame and also for vegetation to be cleared from traffic signage on road edge.</p> <p>APRIL: Hedges have been trimmed around the Community Hall.</p>
Pokeno toilet	Service Delivery		Due to issues around security it was decided that the construction of a new toilet in Pokeno would be brought

Issue	Area	Action	Comments
			<p>forward. This would address the security concerns and negate the need to refurbish the existing toilet block in the near future.</p> <p>However, due to budget constraints there will not be a new toilet built in Pokeno this financial year. Instead the available funding will be used to address the security concerns, to refurbish the existing building to create unisex pans and to connect the toilet block to the mains waste water system to prevent overflows from the septic system. The community will effectively be getting the same result as was planned, only it will not be a new build.</p>