

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 7 NOVEMBER 2018** commencing at **7.00pm**.

Information and recommendations are included in the reports to assist the Board in the decision making process and may not constitute Council's decision or policy until considered by the Board.

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

3. DISCLOSURES OF INTEREST

4. CONFIRMATION OF MINUTES

Meeting held on Wednesday 5 September 2018 2

5. REPORTS

5.1 Te Kauwhata Works & Issues Report: November 2018 6

5.2 Councillor's Report *Verbal*

5.3 Discretionary Fund Report to 29 October 2018 11

5.4 Year to Date Service Request Report 13

5.5 Chairperson's Report *Verbal*

6. PROJECTS UPDATE

6.1 Wetlands Walkway *Verbal*

6.2 Dog Park *Verbal*

GJ Ion

CHIEF EXECUTIVE

Open Meeting

To	Te Kauwhata Community Committee
From	Gavin Ion Chief Executive
Date	24 September 2018
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV0509
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of the Te Kauwhata Community Committee meeting held on Wednesday 5 September 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Te Kauwhata Community Committee held on **Wednesday 5 September 2018** be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

TKCC Minutes

MINUTES of a meeting of the Te Kauwhata Community Committee held at the St John Ambulance Rooms, 4 Baird Avenue, Te Kauwhata on **WEDNESDAY 5 SEPTEMBER 2018** commencing at **7.00pm**.

Present:

Ms T Grace (Chairperson)
Mrs C Berney (Secretary)
Mr K Dawson
Mr D Hardwick
Mr T Hinton
Mr C Howells
Mr B Weaver

Attending:

Mr V Ramduny (Manager Strategy & Planning)
Mr J Marconi (Sport Waikato)
Ms F Devonshire (Sport Waikato)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr K Dawson, Mr B Weaver)

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

CARRIED on the voices

TKCCI809/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr D Hardwick, Mr T Hinton)

THAT the agenda for a meeting of the Te Kauwhata Community Committee held on Wednesday 5 September 2018 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED on the voices

TKCCI809/02

DISCLOSURES OF INTEREST

Keith Dawson advised members of the Board that he would declare a financial conflict of interest in item Discretionary Fund Report.

Keith Dawson advised members of the Board that he would declare a non financial conflict of interest in item Discretionary Fund Report.

CONFIRMATION OF MINUTES

Resolved: (Mrs C Berney, Mr C Howells)

THAT the minutes of a meeting of the Te Kauwhata Community Committee held on Wednesday 1 August 2018 be confirmed as a true and correct record.

CARRIED on the voices

TKCCI809/03

REPORTS

Sport Waikato Introduction and Update
Agenda Item 5.1

Fiona and Jason from Sport Waikato gave a verbal report and answered questions from the Committee.

Te Kauwhata Works & Issues Report: September 2018
Agenda Item 5.2

The report was received [TKCCI809/02 refers] and discussion was held.

Councillor's Report
Agenda Item 5.3

Vishal spoke to the Councillors report and answered questions of the Committee.

- Submission meeting for the District Plan happening on the 10th and 11th of September.
- Passenger rail proposal has been made public. Submissions to the Waikato Regional Council are encouraged. Need to be in by the 19th of September.

Discretionary Fund Report to 22 August 2018
Agenda Item 5.4

The report was received [TKCC1809/02 refers] and discussion was held.

Keith Dawson stood down from the table and excused himself during discussions.

Resolved: (Mrs C Berney, Mr B Weaver)

THAT the invoice for the basketball court \$16846.35 (incl) be paid to Earthcare Systems and the invoice for \$5275.05 be paid to Jackson Engineering. We resolve to pay the additional funds needed above the \$12,500 that we had originally committed to this project and pay the additional \$9841.40.

CARRIED on the voices

TKCC1809/04

Chairperson's Report
Agenda Item 5.5

The chair gave a verbal report and answered questions of the committee.

- The Blueprint workshop was well attended and well received.

PROJECTS UPDATE

Wetlands Walkway
Agenda Item 6.1

* As per Works and Issues report

Dog Park
Agenda Item 6.2

* As per Works and Issues report

There being no further business the meeting was declared closed at 8.32pm.

Minutes approved and confirmed this day of 2018.

T Grace
CHAIRPERSON

Open Meeting

To	Te Kauwhata Community Committee
From	Tony Whittaker Chief Operating Officer
Date	29 October 2018
Prepared by	Sharlene Jenkins Executive Assistant
Chief Executive Approved	Y
DWS Document Set #	GOV0509 / 2098344
Report Title	Te Kauwhata Works & Issues Report: November 2018

1. EXECUTIVE SUMMARY

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

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received.

3. ATTACHMENTS

Te Kauwhata Works & Issues Report: November 2018.

**TE KAUWHATA COMMUNITY COMMITTEE
WORKS & ISSUES REGISTER – 2018
UPDATE FOR NOVEMBER 2018**

	Issue	Area	Comment	Action
1.	Dog exercise area	Service Delivery (Parks & Facilities)	FEBRUARY 2017: The Community Committee would like some seating to be provided in the dog exercise area. The Community Committee is willing to put in some simple posts and plank seats x3 but would like to understand what Council's approved design for such.	NOVEMBER: Some free trees have been planted in the park. Dog shapes have been painted. Table will be installed in dry weather.
2.	Basketball backboard and pole + concrete slab	Service Delivery (Parks & Facilities)	FEBRUARY 2017: The Community Committee has requested specifications for this from Council. A basketball hoop and half court is an activity promoted by the Council's play strategy. However, there is no allocated budget in the upcoming financial year to fund the construction. It is recommended that either the committee fundraise to start the project or that a submission be made to the Long-Term Plan (LTP).	NOVEMBER: Earthworks done and concrete laid. Only the hoop to be mounted. Tim Hinton to contact Sport Waikato re: markings on the court.

	Issue	Area	Comment	Action
3.	Blue and yellow lights outside library not working	Service Delivery	<p>MAY 2017: Lights on the eastern side of the library have 1 blue light and no other colours, lights on the western side (i.e. the park side) have 3 out of 4 not working properly (blue) and no other colour lights showing.</p> <p>FEBRUARY 2018: Is it possible to install lights from the top – not in ground? David Harwick (TKCC) available to assist if needed.</p>	<p>NOVEMBER 2018: The installation of the new lights started on Wednesday, 24 October and the work is expected to be completed by Friday, 26 October.</p>
4.	Te Kauwhata Walkway – Unauthorised activity on property at the end of Blunt Road.	Service Delivery	<p>NOVEMBER 2017: Waikato Regional Council investigation in respect of any Resource Management Act breaches underway.</p> <p>In the meantime Waikato District Council has received approval from the Regional Council to commence a clean up of the site.</p>	<p>NOVEMBER 2018: Waikato District Council surveyors have installed pegs as requested to show the eastern limits of the Flood Zone as shown in the District Plan (need to boardwalk through this zone to avoid applying for consent).</p> <p>Defining a suitable Frame Group design for situations where the required pile end resistance is not met, involving a raft pile support.</p> <p>Once a suitable detail is found the drawing set will be updated.</p>

	Issue	Area	Comment	Action
5.	Footpaths	Service Delivery	<p>FEBRUARY 2018:</p> <p>Roto Street: TKCC has had this street as an Annual Plan and LTP priority for more than 8 years. It dropped off because we were told there was no budget. This is a residential street in TK, with more than 26 houses on it. The footpath stops just around the corner from Mahi Rd. So residents (yes, school children too) are walking up the road as there is no footpath on either side. This as a high priority for TK.</p> <p>Rimu Street: Same as above – this is a TKCC priority. This is a footpath in a residential street finishing short of the road by the width of a grass verge, right opposite the TK College. Prefer any small pockets of funding that you might have allocated for ‘footpaths’ were used on this stretch, where there is no footpath alternative on the other side of the road.</p>	<p>SEPTEMBER 2018: Undertaken site measurements to install a gravel footpath with timber edging down western side of the road in place of road markings, as it was deemed more safe to have pedestrians separated from road traffic. Waikato District Alliance to provide a quotation to complete the works by 14 September 2018.</p> <p>NOVEMBER 2018: Rimu Street and school crossing: Footpath and crossing is to be constructed this financial year under the low cost low risk safety programme, scoping project stage at this time.</p> <p>Roto Street: design has been scoped out, awaiting cost estimates from Waikato District Alliance.</p>
6.	Te Kauwhata Domain Plan	TKCC		NOVEMBER: Tim Hinton is still working on this.

	Issue	Area	Comment	Action
7.	Walkway / Cycleway Tender	Service Delivery	The Community Committee would like to know who the contractor is doing the work on the golf course.	<p>NOVEMBER: The estimate for construction of Travers Road from the deep drain to Wayside Road Sections has been received from Waikato District Alliance and is in excess of the budget.</p> <p>We are now working to identify issues/risks that may be triggering high estimate rates on some of the items in the schedule.</p> <p>Also investigating construction timing to see if this is substantially affecting the rates. The high season of the construction market will be reflected by high prices. A shoulder season construction may bring the estimate back into the budget range.</p> <p>This value engineering is ongoing.</p>
8.	Mobility parking, 12 Main Road, Te Kauwhata	Service Delivery	SEPTEMBER 2018: Incorrect placement of the disabled parking space. Awaiting rectification by the road marking team.	NOVEMBER 2018: A correction was made in October 2018. Can the Community Committee please confirm that this is now correct – or – if there is still an issue that needs rectifying? See pics below.



2012 Photo with old mobility parking markings



October 2018 Photo with correction to mobility parking markings

Open Meeting

To	Te Kauwhata Community Committee
From	Tony Whittaker Chief Operating Officer
Date	29 October 2018
Prepared by	Julienne Calambuhay Management Accountant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0509 / 2106050
Report Title	Discretionary Fund Report to 29 October 2018

1. EXECUTIVE SUMMARY

To update the Committee on the Discretionary Fund Report to 29 October 2018.

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received.

3. ATTACHMENTS

Discretionary Fund Report to 29 October 2018

TE KAUWHATA COMMUNITY COMMITTEE DISCRETIONARY FUND 2018/2019**GL 1.207.1704****Commitments from Committee Meeting Minutes & Other Information****2018/19 Annual Plan**

11,391.00

Carry forward from 2017/18

43,641.00

Total Funding**55,032.00****Expenditure**

01-Aug-18 Marion Handcock - refund for sheep pellet used for Main St. planter box 79.21

18-Oct-18 Earthcare System - Village Green basketball court 14,649.00

18-Oct-18 Jackson Engineering - fabrication basketball hoop 4,587.00

Total Expenditure

19,315.21

Net Funding Remaining (excluding commitments)**35,716.79****Commitments**

06-May-09 Further development of playground 5,000.00

07-Oct-15 Commitment for security cameras 9,436.00

Less: Expenses (6,247.45) 3,188.55

07-Mar-12 Railway Cottage Community Park 10,000.00

03-Sep-14 Ken Knobbs memorial garden 5,000.00

Less: Expenses (3,800.00) 1,200.00

06-Sep-17 Commitment for replacement of TK Christmas lights 5,000.00

Total Commitments**24,388.55****Net Funding Remaining (Including commitments) as of 29 October 2018****11,328.24**

Open Meeting

To	Te Kauwhata Community Committee
From	Tony Whittaker Chief Operating Officer
Date	19 October 2018
Prepared by	Sharlene Jenkins Executive Assistant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0509
Report Title	Year to Date Service Request Report

1. EXECUTIVE SUMMARY

To update the Committee on the Year to Date Service Request Report to 30 September 2018.

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received.

3. ATTACHMENTS

Year to Date Service Request Report for Te Kauwhata Community Committee

Service Request Time Frames for TE KAUWHATA Community Board

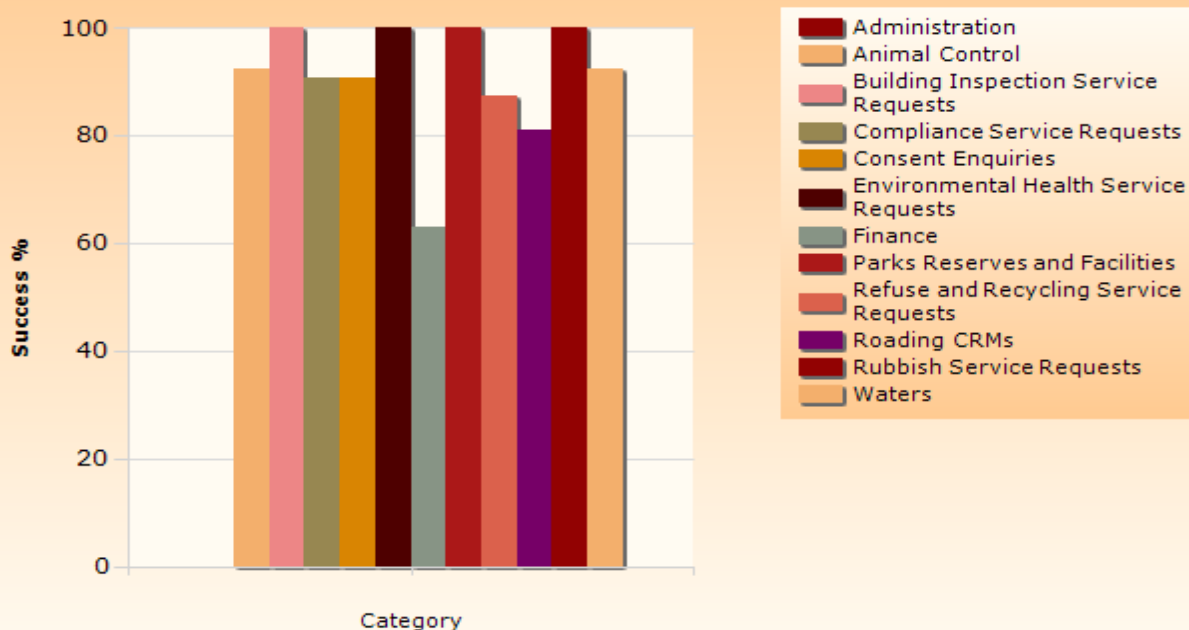
Date Range: 01/07/2018 to 30/09/2018



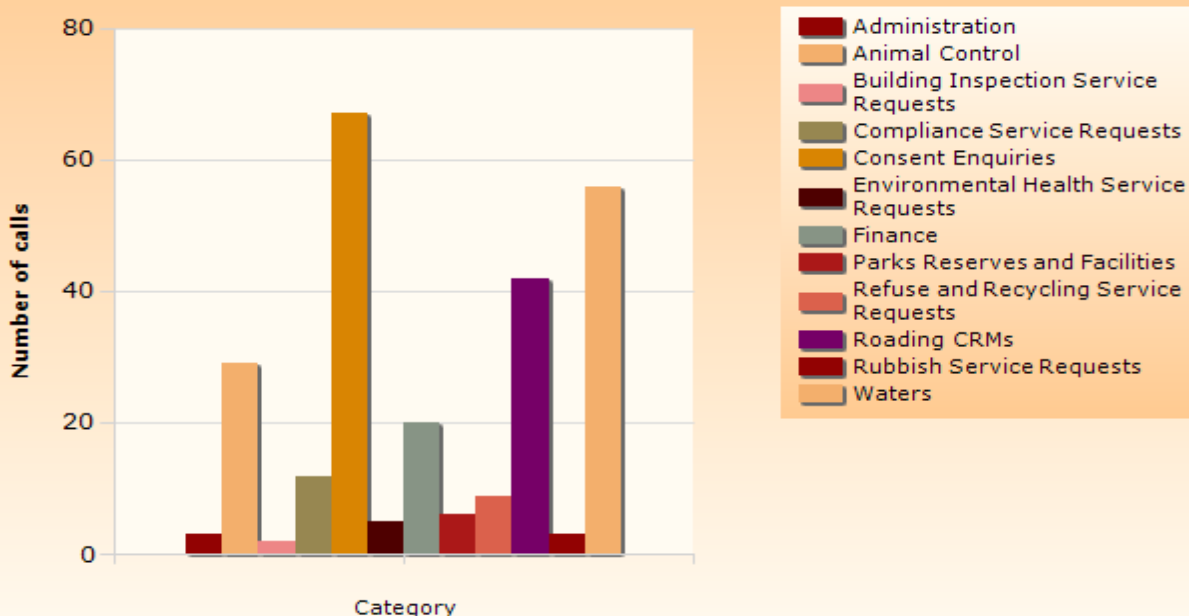
The success rate excludes Open Calls as outcome is not yet known.

10/19/2018 11:28:59 AM

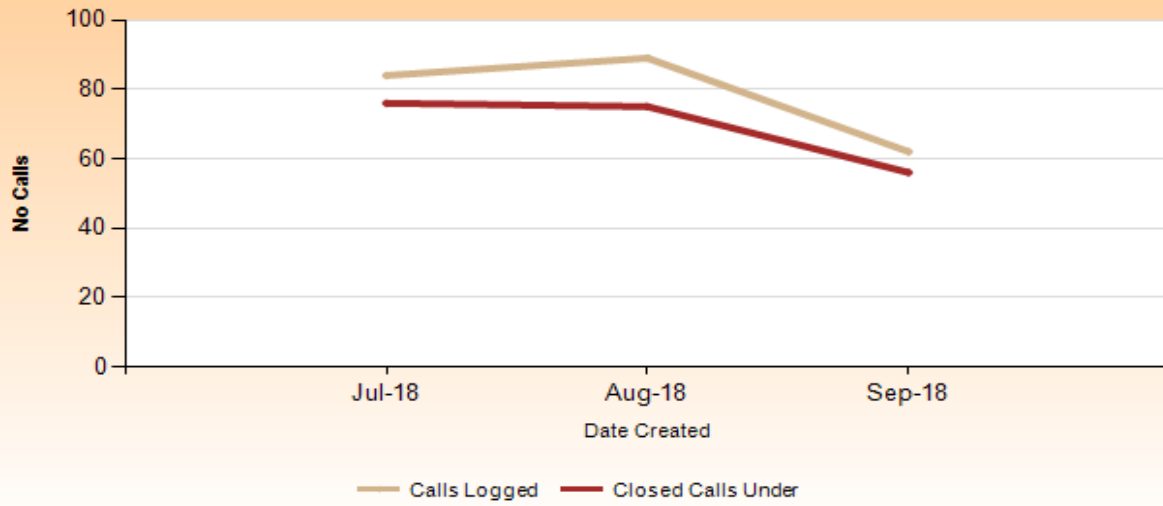
Call Completion % Success by Type



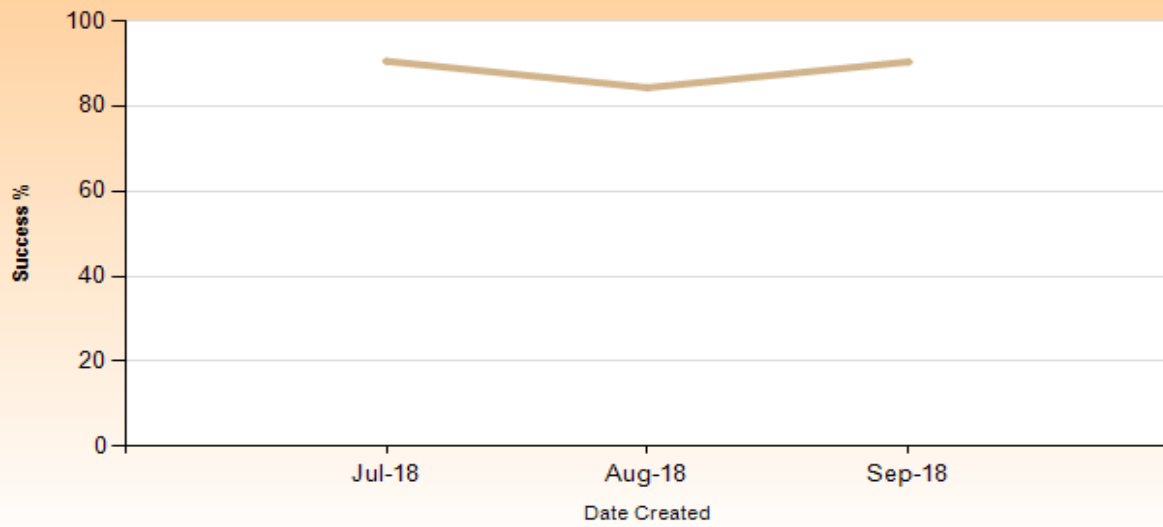
Number of Calls logged by Type



Volume of Calls Closed vs Calls Closed in Time



Completion Success per month



		Open			Closed		
Closed Calls are those calls logged during the time period that are now closed.	Open Calls are all the calls open for the ward and may have been logged at any time.	Number of Calls	Open Calls Over	Open Calls Under	Closed Calls Over	Closed Calls Under	Success Rate
Administration							
	Summary	3	3				NaN
	Pro rated rates for the period xx to xx	3	3				NaN
Animal Control							
	Summary	29	1	1	2	25	92.59%
	Animal Charges	5	1			4	100.00%
	Dog Property Visit	11				11	100.00%
	Dog Straying - Current	8			2	6	75.00%
	Dogs Aggression - Current	1				1	100.00%
	Dogs Barking Nuisance	4		1		3	100.00%
Building Inspection Service Requests							
	Summary	2				2	100.00%
	Building Inspection Service Requests	2				2	100.00%
Compliance Service Requests							
	Summary	12		1	1	10	90.91%
	Compliance - Unauthorised Activity	11		1		10	100.00%
	DNU - Illegal parking	1			1		0.00%
Consent Enquiries							
	Summary	67		1	6	60	90.91%
	Onsite Services	7			2	5	71.43%
	Planning Process	5			2	3	60.00%
	Property Information Request	20				20	100.00%
	Rural Rapid Number assignment & purchase of plates	1				1	100.00%
	Zoning and District Plan Enquiries	34		1	2	31	93.94%
Environmental Health Service Requests							
	Summary	5				5	100.00%
	Environmental Health Complaint	2				2	100.00%
	Noise complaints straight to contractor	3				3	100.00%
Finance							
	Summary	20	1		7	12	63.16%
	Rates query	20	1		7	12	63.16%
Parks Reserves and Facilities							
	Summary	6		1		5	100.00%
	Parks & Reserves - Buildings	2				2	100.00%
	Parks & Reserves - Council owned land	2				2	100.00%
	Parks & Reserves - Reserve Issues	2		1		1	100.00%

Refuse and Recycling Service Requests	Summary	9	1	1	7	87.50%	
	New collections	1			1	100.00%	
	Refuse - Non-Collection	3			3	100.00%	
	Refuse & Recycling Contractor Complaints	1	1			NaN	
	Refuse & Recycling Enquiries	2			2	100.00%	
	Rubbish bag sticker/tag orders - internal use only	2		1	1	50.00%	
Roading CRMs	Summary	42	5	7	30	81.08%	
	New Vehicle Entrance Request	11		1	10	100.00%	
	Road Culvert Maintenance	7		3	4	100.00%	
	Road Marking Sign & Barrier Maint Marker Posts	1		1		NaN	
	Road Safety Issue Enquiries	2			2	100.00%	
	Roading Work Assessment Required - OnSite 5WD	10			2	80.00%	
	Routine Roding Work Direct to Contractor 5WD Comp	4			4	100.00%	
	Street Light Maintenance	5			3	40.00%	
	Urgent Roding Work 4Hr Response	1			1	0.00%	
	Vegetation Maintenance	1			1	0.00%	
Rubbish Service Requests	Summary	3	1		2	100.00%	
	Abandoned Vehicle	3		1	2	100.00%	
Waters	Summary	56	3	4	49	92.45%	
	3 Waters Enquiry	4			4	100.00%	
	3 Waters Safety Complaint - Urgent	1			1	100.00%	
	Drinking water billing	2			2	100.00%	
	Drinking Water Final Meter Read	22		2	20	100.00%	
	Drinking Water Major Leak	3			3	100.00%	
	Drinking Water minor leak	9			9	100.00%	
	Drinking Water Quantity/Pressure	1			1	100.00%	
	Fix Water Toby	1			1	0.00%	
	New Drinking Storm Waste water connections	1			1	100.00%	
	No Drinking Water	2			2	100.00%	
	Stormwater Blocked pipe	1		1		NaN	
	Stormwater Open Drains	2			2	0.00%	
	Stormwater Property Flooding	3			3	100.00%	
	Wastewater Overflow or Blocked Pipe	2			2	100.00%	
	Waters Pump Station jobs - only for internal use	2			1	1	50.00%
	Total	254	6	13	28	207	88.09%