



Agenda for a meeting of the Pōkeno Community Committee to be held in the Pookeno Community Hall, Corner Great South Road and Market Street, Pookeno on **MONDAY, 1 JULY 2024** 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 Tuesday, 28 May 2024

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5. PUBLIC FORUM

6. CORRESPONDENCE

6.1 Inwards

6.2 Outwards

7. REPORTS

7.1 Councillors Report

Written

7.2 Enhanced Annual Plan 2024 Update

Verbal

7.3 Proposed Naming of 327B Whangarata Road, Tuakau (Whangarata Dog Park)

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- 7.4 Subcommittee Reports
 - 7.4.1 Strategy & Growth/Pokeno Realm
 - 7.4.2 Finance
 - 7.4.3 Facilities
 - 7.4.4 Events
 - 7.4.5 Communications
- 7.5 Other Business

8. PCC COMMUNITY WORKS PROGRAMME

- 8.1 Works & Issues Report 19
- 8.2 Pokeno Sports Park
- 8.3 Market Street Hub
- 8.4 CCTV Cameras
- 8.5 One Market Street Proposal

9. GENERAL BUSINESS

GJ Ion
CHIEF EXECUTIVE

To	Pōkeno Community Committee
Report title	Confirmation of Minutes
Date:	Friday, 14 June 2024
Report Author:	Elizabeth Saunders, Senior Democracy Advisor
Authorised by:	Gaylene Kanawa, Democracy Manager

1. Purpose of the report

Te Take moo te puurongo

To confirm the minutes for a meeting of the Pōkeno Community Committee held on Tuesday, 28 May 2024.

2. Staff recommendations

Tuutohu-aa-kaimahi

THAT the minutes for a meeting of the Pōkeno Community Committee held on Tuesday, 28 May 2024 be confirmed as a true and correct record.

3. Attachments

Ngāa taapirihanga

Attachment 1 – PCC Minutes, Tuesday, 28 May 2024

POKENO COMMUNITY COMMITTEE

Minutes of meeting of Pokeno Community Committee held on Tuesday 28 May 2024, from postponed 20 May meeting

Present:

Allen Grainger (Chair), Helen Clotworthy (Deputy Chair), Ginny Bullock (Secretary), Bronwyn Heath, Mike Holroyd
Mayor Jacqui Church

Councillors: Vern Reeve, Peter Thomson

Visitors: Will Gauntlett (WDC), Anthony Averill (WDC) Ray Knight (Crossroads Church)

Various members of the public

Apologies

Janet Baillie, Kandi Ngataki, Cecilia Heta, Ian Leader

Moved Helen Clotworthy

Seconded Mike Holroyd

Confirmation of Status of Agenda

Moved Allen Grainger

Seconded Mike Holroyd

Confirmation of previous minutes 08 April 2024

Moved Allen Grainger

Seconded Bronwyn Heath

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

Ray Knight, community pastor, of Crossroads Church gave a presentation. A section of the church has moved from Mangatangi to Pokeno and is based at the Tennis Club Hub in Avon Road. They have 40-50 members

They are hoping to set up “The Storehouse” at a council owned property at 1 Market Street. This is approximately 6000 sq metres with a dilapidated house and a couple of sheds on it.

They are hoping to support police, Oranga Tamariki, mana whenua
3 stages over the next 2-3 years

Men’s Shed to support men in the community, men’s health, cross-cultural
Connection to Te Araroa Trail

Community Garden supporting permaculture, training youth in providing their own food ensuring health and safety is adhered to

Ultimately creating a social enterprise with the help of MBIE. Happy to have public assistance giving incentive to contribute and engage with PCC

There was brief discussion regarding them setting up a trust. There are already 3 or 4 in the Pokeno district

Anthony Averill from WDC advised that their use of 1 Market Street might be short term as it is designated for future use as a railway station and approval will be needed from elected members of council

Taylor Kirkwood (marae project board member) supports the idea of The Storehouse. However it should be known as Pataka – a support for the children, youth and kaumatua of Pokeno

Anthony Averill to refer the idea to council for deliberation

Taylor reminded the meeting that Matariki is Friday 28 June this year and plans are well underway to celebrate it

CORRESPONDENCE

In: Various emails from WDC forwarded by Secretary Ginny Bullock to all committee members.

Out: Nil

REPORTS

Councillor's report



Councillor Report
PCC April 2024.docx

Vern Reeve said that rates are front of mind currently. He reminded the meeting that current capital works programmes already have funding allocated and no new programmes are in the pipeline. He said that the committee should keep pushing for any new projects in the North Waikato. He said that Ray's project is similar to the Tuakau Mental Health initiative which is very successful with over 90 patients in conjunction with Middlemore Hospital

Mayor's report

Jacqui Church advised that current capital projects in Pokeno (sports park, main street, toilets, hub, skatepark) have been in the planning for many years and have full or partial funding. No further capital projects are planned and any further projects will need to have fundraising.

Will Gauntlett advised that 127 written submissions have been received by council regarding rates and these will be discussed next week. He advised that 10 year plan is actually 9 year plan as there was a one year interim plan

Government valuations are delayed and hopefully will be out in the next couple of weeks when ratepayers will be able to go online, enter their address and find out the value of their homes.

SUB-COMMITTEE REPORTS

Strategy and Growth / Pokeno Realm

Ginny Bullock reported that the main street is nearly complete. The roundabout is going ahead well now that asbestos has been removed. Wellington Street carpark is closed for a few days while the entrance is reconfigured to allow traffic to enter/exit in both directions. She thanked Brian Cathro (Waikato District Alliance) for his regular updates which are very informative and keep us in the loop with progress. She asked that the road south of the main street be resealed to McDonald Road due to the very large potholes, particularly outside the Queens Redoubt.

Moved Ginny Bullock
Seconded Mike Holroyd

Treasurer's report



Folder shared with
you PCC Financial R

Helen also advised that she had been in touch with WDC regarding the Discretionary Fund payment and has asked for an update

Communications

Website is being updated and should be ready on Friday

Facilities

Skatepark. Fundraising needed to complete the project. A consultant has been asked to present some options

Munro Road widening has been delayed.

Community Hub. Preference is Option 1. Anthony to go back to council

Toilets. Installation is underway. Modules are ready prebuilt.



Little library. At present the little library is in a temporary place outside the Hall on the main road. It will be moved back to its new site in front of the toilets

NEIGHBOURING COMMITTEE REPORTS

None

KEY WORKS PROGRAMMES

Will Gauntlett (WDC) advised that a meeting was held on 17 April regarding the **marae** project on Avon Road. Submissions will be open soon. Council has to adhere to the Reserves Act. It has to advise the intention to grant a lease and to reclassisfy from reserve to marae use

Dog park would be moved to the other side of Tennis Club

Ginny Bullock asked that the seats installed by Pokeno Lions be moved to the new site in the event that the marae is approved

He had a discussion regarding littering in Pokeno. Helen Clotworthy advised that the rubbish in the main street is really bad and that the bins are not emptied. Will said that Alliance has the contract to empty the bins, but they will not work on long weekends. Helen said that this was not acceptable as this long weekend will be one of the busiest times for visitors

Will advised to use Antenno app to report issues.

Security Cameras

Allen Grainger raised this issue. Operation is based in Hamilton and are operated by Hamilton Crime Prevention. Better Off funding of approximately \$300000 available for crime prevention throughout the district. Investigation is underway to look at updated cameras as those originally quoted on have been superseded

Will said to use the “squeaky door” to keep reminding council regarding our cameras

Layby on Pokeno Road

This is now completed and is removed from Works and Issues

Munro Road

Road is due to be closed for up to 4 months for widening and for flood protection to enable access to Sports Park. This has been delayed

One way/no exit Ford Street

Discussions are complete and this will be removed from Works and Issues

He advised that council meetings and workshops are due to be live streamed so that ratepayers can follow the council’s business

GENERAL BUSINESS

Taylor Kirkwood advised that plans for Matariki are being discussed and need to be finalised

A suggestion was raised to use Ted Ngatai's carving skills to place a carving under Woolworths shelter on the main street.

Unfortunately, most of the usable wood from the demolished macrocarpa tree in Avon Road has been stolen for firewood. This has been reported to the police. A brief discussion took place to remove what is left and put it in secure place at 1 Market Street

Meeting closed at 8.45 pm

MEETING DATES 2024

Monday 01 July

Monday 12 August

Monday 23 September

Monday 04 November

Monday 16 December

To	Pōkeno Community Committee
Report title	Proposed Naming of 327B Whangarata Road, Tuakau (Whangarata Dog Park) and closure of the Dog Park.
Date:	Monday, 1 July 2024
Report Author:	Matt Horsfield, Reserve Planner
Authorised by:	Megan May, General Manager Service Delivery

1. Purpose of the report

Te Take moo te puurongo

To inform from the Pōkeno Community Committee on the proposal to name the current Whangarata Dog Park (327B Whangarata Road, Tuakau) in preparation for the development of a cemetery and to inform the Committee of the closure of the temporary dog exercise area.

2. Executive summary

Whakaraapopotanga matua

The property of 327B Whangarata Road was purchased by Council in 2015 for the development of a future cemetery. The site is intended to replace the current Tuakau Cemetery which is expected to reach capacity by the end of the year.

In 2022, the Dog Control Bylaw outlined the property to be used as a temporary dog exercise area until the development of the cemetery. This option was put forward by staff to utilise the Stage 1 development (entrance, carpark, fencing and turf) in the mean time. Council will resolve to remove the temporary off leash dog park currently located at the site and amend the bylaw accordingly.

This will allow for a transition period from dog park to cemetery and allow minor works to take place in preparation for the cemetery to become operational. The closure will take place from July 28th, providing 5 weeks notice to the community of the parks closure. Staff will work with the Communications team to notify and inform the community.

The site will also now also undergo formal naming and classification in accordance with the Reserves Act 1977. The recommended name is "Whangarata Cemetery"; this would align with cemetery naming conventions within our district and across the country by being named after the area it is located.

The General Policies Reserve Management Plan 2023 outlines that process for naming a reserve. It is outlined that “Reserve names should tell the story of the place and reflect the area’s natural and cultural heritage.” Council will facilitate a discussion with Mana Whenua to identify whether the name to be used is appropriate. Thereafter, the final decision on the name will be resolved by Council and gazetted in accordance with the Reserve Act 1977.

3. Staff recommendations Tuutohu-aa-kaimahi

THAT the Pōkeno Community Committee provides feedback on the following proposed reserve name for 327B Whangarata Road:

- Whangarata Cemetery

4. Background Koorero whaimaarama

327B Whangarata Road (Lot 1 DP 101962 and contained within Certificate of Title NA 57B/631), colloquially known as the Whangarata Dog Park is approximately 8.306 ha in area (Image 1 and Attachment 1 – Location Plan)



Image 1: 327B Whangarata Road property, intended for cemetery purposes, identified in red.

The existing Tuakau Cemetery located on Alexandra Redoubt Road is close to capacity. Based on current burial rates in the township, there is likely only sufficient capacity for a further 6-8 months. The capacity requirement for the Tuakau area was identified the Cemetery Strategy 2015 – 2045, leading the acquisition of the 327B Whangarata Road property.

Land use consent was granted in June 2019 for the establishment of a cemetery in a rural zone. There has been improvements to site in preparation for the cemetery, such as a formed accessway into the property and improved road access to Whangarata Road. Planting has occurred alongside the railway line, however there will need to be further works undertaken before the site is operational such as concrete berms, signage and further planting.

During the deliberations for the Dog Control Bylaw 2022, it was resolved that the property would be utilised as a temporary dog exercise area until the site was needed for a cemetery. The report for the deliberations outlined that:

“If adopted as a temporary off leash dog park, staff will seek a Council resolution six months prior to the reserve being utilised for its primary purpose as a cemetery. The change of reserve use will not require public consultation to remove the reserve from the bylaw and maps. The public will be notified, and signage will be amended to reflect the change in reserve use when required. Signage and public communications will be clear that off leash dog activity is temporary.”

A resolution will be put forward to Council’s Policy and Regulatory Committee to remove the temporary off leash dog park currently located at the site and amend the bylaw accordingly. This will allow for a transition period from dog park to cemetery and allow minor works to take place in preparation for the cemetery to become operational.

The closure will take place from July 28th, providing 5 weeks notice to the community of the parks closure. Staff will work with the Communications team to notify and inform the community.

Furthermore, Staff will be processing the official naming and classification of the reserve for cemetery purposes, in accordance with the Reserves Act 1977. The recommended name is “Whangarata Cemetery” and classification is Local Purpose (Cemetery) Reserve. The name and classification process will follow the requirements of the General Policies Reserve Management Plan (RMP).

5. Discussion and analysis

Taataritanga me ngaa tohutohu

Reserve Naming:

The General Policies RMP outlines objectives and policies in relation to Reserve Naming. The two objectives outlined are:

- A. The names of reserves will reflect the local history, identity, and culture.*
- B. Names will be identifiable to the function of the reserve.*

In alignment with the policies, the recommended name “Whangarata Cemetery” aligns with the function of the reserve and its locality. Council will facilitate a discussion with Mana Whenua and the Community Boards/Committees to identify whether the name to be used is appropriate. Thereafter, the final decision on the name will be resolved by Council and gazetted in accordance with the Reserve Act 1977.

Reserves Act 1977 – Reclassification process

Under the Reserves Act 1977, section 24A,

“(1) Notwithstanding section 24, where any local purpose reserve is vested in a territorial authority or regional council, that territorial authority or regional council may, by notice in the Gazette, change the purpose for which that reserve is classified within its classification as a local purpose reserve.”

“(2b) every person claiming to be affected by the proposed change of purpose shall have a right of objection to the change, and may, at any time within 1 month after the date of the first publication of the notice of the proposal”

Therefore the reclassification process is as follows:

1. Public notification of reclassification recommendation allowing a one month period for any affected person to submit an objection.
2. Accepted submissions fitting the above criteria have the right to be heard at a public hearing by a hearings panel.
3. The hearings panel provide a recommendation to the Infrastructure Committee
4. The recommendation is presented to the Infrastructure Committee for a resolution to classify and name the reserve.
5. If a classification change is required, the new classification is then formalised by Gazette notice.

The recommended classification is Local Purpose (Cemetery) Reserve.

5.1 Financial considerations **Whaiwhakaaro puutea**

The cost of the reserve naming and classification will be limited to the gazettal application the name. This is covered under existing operational budgets.

5.2 Legal considerations **Whaiwhakaaro-aa-ture**

Staff confirm that the preferred option complies with the Council's legal and policy requirements.

5.3 Strategy and policy considerations **Whaiwhakaaro whakamaaherehere kaupapa here**

The report and recommendations are consistent with the Council's policies, plans and prior decisions.

For the Tuakau/Pookeno area, this reserve is featured in part of the wider Cemetery/Open Spaces network open to the community. The reclassification recommendation aligns with the General Policies Reserve Management Plan and the Reserves Act 1977.

5.4 Maaori and cultural considerations

Whaiwhakaaro Maaori me oona tikanga

Waikato-Tainui and the four local hapuu are scheduled to be contacted at the time of writing this report to determine whether the name would be appropriate for the site.

5.5 Climate response and resilience considerations

Whaiwhakaaro-aa-taiao

The matters in this report have no known impact on climate change or resilience for the Council.

5.6 Risks

Tuuraru

The decisions and matters of this report are assessed as of low risk, in accordance with the Council's Risk assessment and risk appetite.

6. Significance and engagement assessment

Aromatawai paahekoheko

6.1 Significance

Te Hiranga

The decisions and matters of this report are assessed as of low significance, in accordance with the Council's [Significance and Engagement Policy](#). The site has been earmarked for a Cemetery for several years and the community has been well-informed.

6.2 Engagement

Te Whakatuutakitaki

Highest level of engagement	Inform ✓	Consult ✓	Involve <input type="checkbox"/>	Collaborate <input type="checkbox"/>	Empower <input type="checkbox"/>
<i>Tick the appropriate box/boxes and specify what it involves by providing a brief explanation of the tools which will be used to engage (refer to the project</i>	<i>The Community Boards/Committees and iwi is to be informed on the off-leash dog park activity closure and encouraged to provide feedback on the naming and classification recommendations.</i>				

<i>engagement plan if applicable).</i>	
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State below which external stakeholders have been or will be engaged with:

Planned	In Progress	Complete	
<input type="checkbox"/>	<input type="checkbox"/>	✓	Internal
<input type="checkbox"/>	✓	<input type="checkbox"/>	Community Boards/Community Committees
<input type="checkbox"/>	✓	<input type="checkbox"/>	Waikato-Tainui/Local iwi and hapuu
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Affected Communities
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Affected Businesses
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (Please Specify)

7. Next steps Ahu whakamua

Feedback from the Community Boards/Committees and Iwi will be presented to the Infrastructure Committee for consideration.

If the proposed name is approved, staff will proceed with the gazetting process for the reserve, which will include classifying the reserve.

Additionally, staff will proceed to work on informing the public on the closure of the existing dog exercise area currently located on the site.

8. Confirmation of statutory compliance Te Whakatuuturutanga aa-ture

As required by the Local Government Act 2002, staff confirm the following:

The report fits with Council's role and Community Board's Terms of Reference and Delegations.	Confirmed
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The report contains sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages	Confirmed
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Staff assessment of the level of significance of the issues in the report after consideration of the Council's Significance and Engagement Policy (*Section 6.1*). Low

The report contains adequate consideration of the views and preferences of affected and interested persons taking account of any proposed or previous community engagement and assessed level of significance (*Section 6.2*). Confirmed

The report considers impact on Maaori (*Section 5.4*) Confirmed

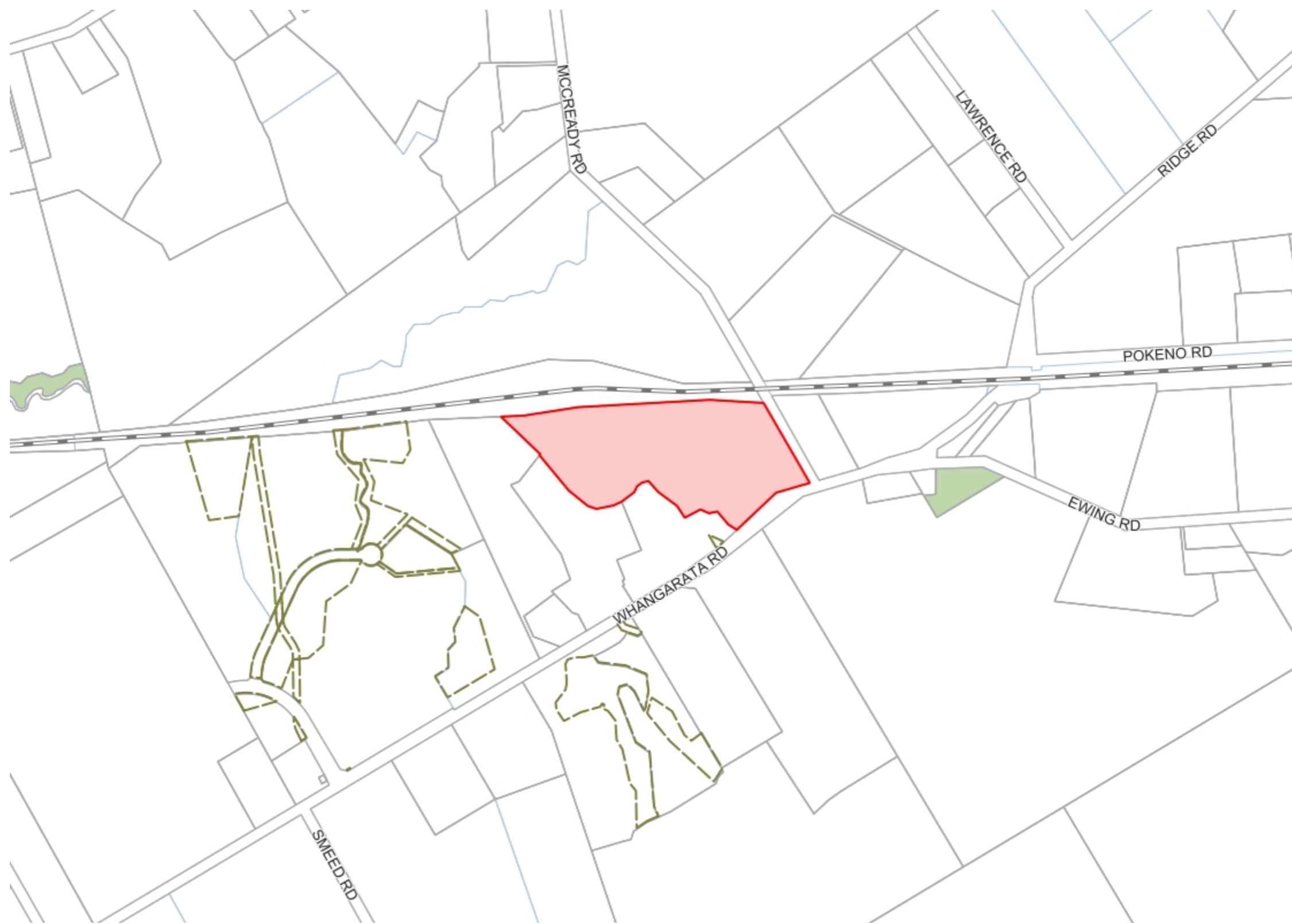
The report and recommendations are consistent with Council's plans and policies (*Section 5.3*). Confirmed

The report and recommendations comply with Council's legal duties and responsibilities (*Section 5.2*). Confirmed

9. Attachments

Ngaa taapirihanga

Attachment 1: Location Map – 327B Whangarata Road (Future Whangarata Cemetery)



To	Pōkeno Community Committee
Report title	Pokeno Works and Issues Report – July 2024
Date:	1 July 2024
Report Author:	Soroya McGall, EA to General Manager Community Growth
Authorised by:	Will Gauntlett, 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 Pōkeno Community Committee receive the Works and Issues report for July 2024 from the General Manager Community Growth.

3. Attachments

Ngaa taapirihanga

1. Works and Issues Report July 2024

Pookeno Community Committee's Works and Issues Report – July 2024

	Issue and Action	Area	Status Update
1.	<p>1 Market Street – The Storehouse / Pataka.</p> <p>This proposed land is designated for a future railway station. Anthony Averill to refer the idea to Council for deliberation.</p>	Deputy Manager, Service Deliver	<p>July 2024:</p> <p>The proposal will be taken to the next Infrastructure Committee on 9 July by the Strategic Property Manager from Service Deliver.</p>
2.	<p>Resealing of Main Road</p> <p>May 2024: Request for the road south of the main street to be resealed up to McDonald Road to repair potholes.</p>	Roading	<p>July 2024:</p> <p>An inspector from Alliance is going to access the site, from the network video, it looks to be the road shoulder which is in disrepair.</p>
3.	<p>Urban Marae</p> <p>Action 8 April 2024: What upgrade would be required to Avon Road to support the marae and who would pay for that.</p>	Service Delivery	<p>July 2024:</p> <p>Updated was provided last month as below, this item will be considered at the appropriate time and in the meantime the action is closed.</p> <p>This proposal went to the Infrastructure Committee meeting on 17 April. The Committee Version: 1, Version Date: 07/05/2024 Document Set ID: 5093879 Page 3 agreed to have the matter go for public engagement and submissions. The Deputy General Manager of Service Delivery will speak further to this at the next Committee Meeting. Consenting issues and road upgrades have not been assessed at this</p>

	Issue and Action	Area	Status Update
			stage. If Council supports leasing land for a marae, then the need for any services and roading upgrades will need to be considered as part of the consenting process. There are no plans for Council to fund any such works at this time.

Capital Projects Update (as of 4 June 2024)

Playgrounds and Sports Parks

Pookeno Sports Park – Bulk Earth Works and Carpark Construction

The bulk earthworks and the carpark are complete. A project opening was held on Thursday, 2 May.

WDC are currently considering installation of bollards around the car park. Once the bollards have been installed the carpark will be opened to the public.



Completed carpark

Roading

Munro Road Resilience Improvement

Physical works have been delayed until September. High voltage power cables in the road were inspected prior to works starting and cannot be isolated or moved as per the original design.

A subsequent design has been initiated which will allow for the road to be raised and widened while the power cables are kept live. The cables underneath Munro Road provide power to the water supply for Auckland.

Pookeno Main Street Re-development

The Main Street is now asphalted, the gardens are planted, the paving is finished and new street lighting and traffic lights have been installed.

We just have to do the line marking and raised crossing marking (once the asphalt has "cured") and the final tree pit and put the rubbish bins back in but we are on track to complete all of this by mid-June.



Main Street looking west

Helenslee Road Minor Improvements

This project has been put on hold due to having an issue with the outlet of the stormwater, which runs on the overland flow path through a private property causing delays with the consent.

Construction works will be confirmed once the issue is resolved with the landowner.

Pokeno Road Corridor Improvement

Pokeno Road Corridor Improvement (between Munro Road and the Day Care) is made up of three projects:

- Pokeno Road / Munro Road Roundabout – in discussion with neighbours on land purchase to provide sufficient room for the RAB.
- Pokeno Road Bridge replacement – draft design is complete with Hydraulic Modelling and ecological assessments to be undertaken which will inform final bridge height. Final design and consenting to come with construction in Summer 2025/26
- Pokeno Road upgrade including widening, footpath and pedestrian bridge is progressing with draft design complete, detailed design dependant on final road bridge height. Construction Summer 25/26 at the same time as the bridge.

Great South Road and Pokeno Road Intersection Upgrade

Work has been progressing well with stormwater install and services relocation nearing completion.

Pavement construction works will commence early June.



Roundabout site looking north

Facilities

Pookeno Toilet Replacement

Onsite work has now commenced and the blocks themselves will be brought to site in the next couple of weeks.

Looking to complete the project by the end of June.

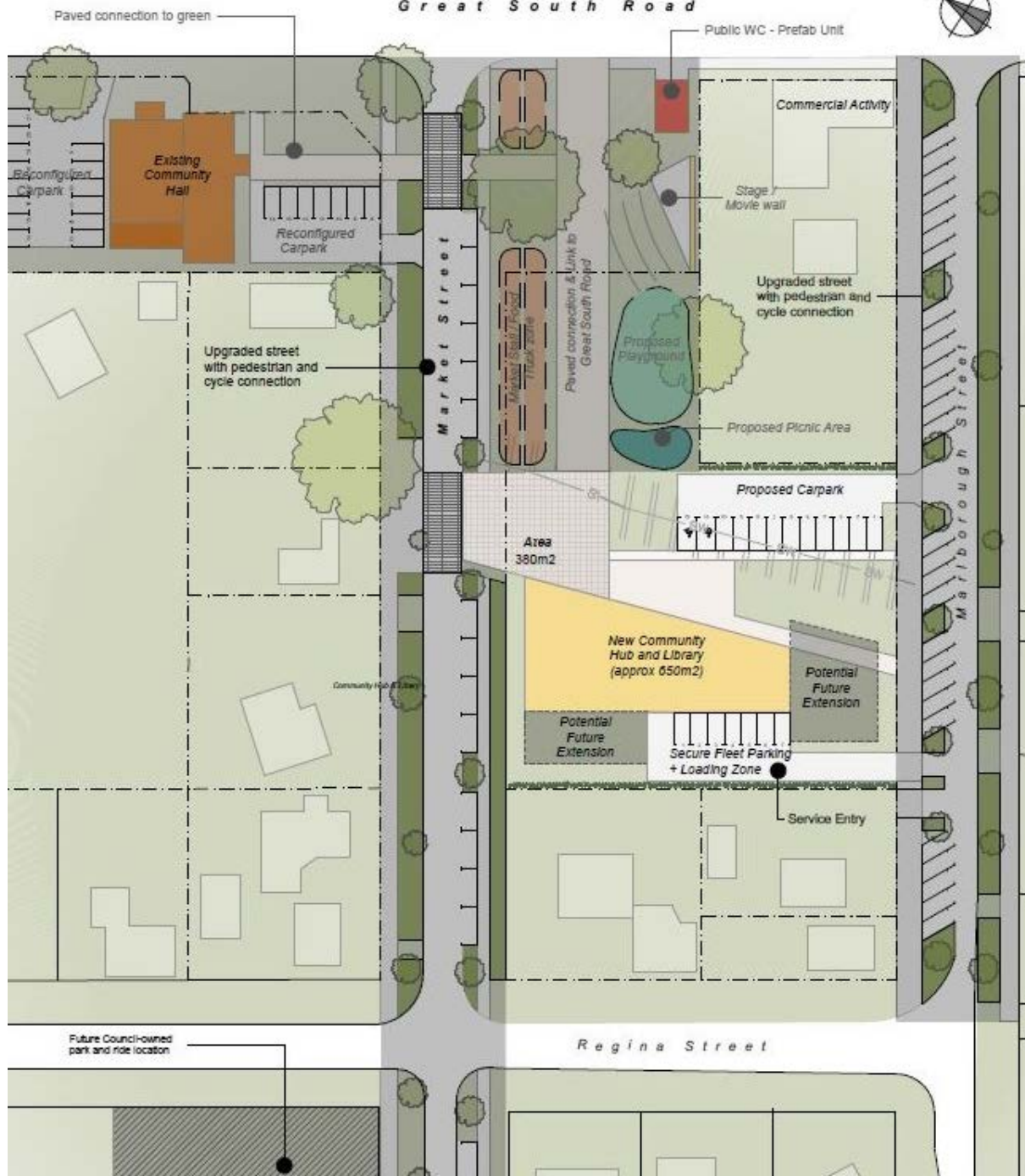
Pookeno Community Hub

People from the community have now contributed through co-design workshops to the development of three options and the identification of a preferred option for the Pookeno community hub with library.

At the second co-design workshop, Council staff shared three draft options for the community hub with library, and then asked everyone to consider the advantages and disadvantages of each of those options.

Staff then tested if there was a consensus on a preferred option. Staff asked participants, either individually or as a group, to use the Options Assessment that had been developed. They were asked to consider each of the benefit statements and each of the project principles and how well they thought each option responded to them.

The discussion that followed confirmed that there was majority support for Option 1, which retains the Pookeno Hall, addresses the site constraints of 10 Market Street and provides space for activation and events close to Great South Road.



Option 1.