

**I give notice that
a Kinloch Representative Group Meeting will be held on:**

Date:	Thursday, 11 May 2023
Time:	3.30pm
Location:	Kinloch Community Hall Mata Place Kinloch

AGENDA

MEMBERSHIP

Chairperson Cr Christine Rankin

Deputy Chairperson Mr Matt Andrews

Members

- Mr Tim Brittain
- Cr Duncan Campbell
- Mr Pat Kane
- Cr Rachel Shepherd
- Mayor David Trewavas
- Ms Belinda Walker

Quorum 4

Julie Gardyne
Acting Chief Executive Officer

Order Of Business

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2	Whakapāha Apologies	
3	Ngā Whakapānga Tukituki Conflicts of Interest	
4	Whakamanatanga O Ngā Meneti Confirmation of Minutes	
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	Nil	

4.1 KINLOCH REPRESENTATIVE GROUP MEETING - 23 FEBRUARY 2023

Author: Karen Watts, Senior Committee Advisor

Authorised by: Nigel McAdie, Legal, Risk and Governance Manager

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the minutes of the Kinloch Representative Group meeting held on Thursday 23 February 2023 be confirmed as a true and correct record.

NGĀ TĀPIRIHANGA | ATTACHMENTS

1. Kinloch Representative Group Meeting Minutes - 23 February 2023

5.1 PUBLIC FORUM

Author: Tania Russell, District Customer Relations Manager

Authorised by: Sarah Matthews, General Manager Finance and Environment

TE PŪTAKE | PURPOSE

To receive comments from members of the public on matters specified on this agenda or, if time permits, on other Committee matters.

NGĀ KŌRERORERO | DISCUSSION

Standing Orders provide for a period of up to 30 minutes to be made available at the start of meetings for members of the public to bring matters to the attention of the Kinloch Representative Group. Any issue, idea or matter raised in public forum must fall within the Group's terms of reference.

Speakers can speak for up to 5 minutes. Where the number of speakers presenting in the public forum exceeds 6 in total, the chairperson has discretion to restrict the speaking time permitted for all presenters. Members of the public wishing to address the Group during public forum should register at least one clear day before the meeting by emailing publicforum@taupo.govt.nz.

No debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda. Items not on the agenda may only be discussed if the matter is minor in nature and the procedures set out in Standing Order 9.13 are followed. A meeting may deal with (i.e. make a resolution in respect of) an item of business not on the agenda only if the procedures set out in Standing Order 9.12 are followed.

The relevant extracts from Standing Orders are **attached**.

WHAKAKAPINGA | CONCLUSION

It is recommended that the Kinloch Representative Group receives comments from members of the public.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Kinloch Representative Group receives comments from members of the public.

NGĀ TĀPIRIHANGA | ATTACHMENTS

1. Extracts from Standing Orders 2022-2025

5.2 UPDATE ON WHANGAMATA ROAD SAFETY IMPROVEMENTS

Author: Bryson Huxley, Senior Engineering Officer - Transport Strategy

Authorised by: Andrew Moraes, General Manager Operations and Delivery

TE PŪTAKE | PURPOSE

To provide updates to the Kinloch Representative Group regarding Whangamata Road Safety Improvements.

NGĀ KŌRERORERO | DISCUSSION

There will be updates on following items about the Whangamata Road Safety Improvements:

- Guardrail and widening construction progress and estimated completion
- A footpath along Whangamata Road from Kinloch Road to Oak Dale Drive
- Signage and road marking review for Whangamata Road from Poihipi Road to Oak Dale Drive
- Improvements to Kinloch Road / Whangamata Road / improved pedestrian crossing
- Other future improvements proposed for the next Long-term Plan 24-34.

WHAKAKAPINGA | CONCLUSION

It is recommended that the Kinloch Representative Group receives the updates for information.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Kinloch Representative Group receives the updates regarding Whangamata Road Safety Improvements.

NGĀ TĀPIRIHANGA | ATTACHMENTS

Nil

5.3 KINLOCH SNAPSHOT

Author: Tania Russell, District Customer Relations Manager

Authorised by: Sarah Matthews, General Manager Finance and Environment

TE PŪTAKE | PURPOSE

This report provides the Kinloch Representative Group with an overview on what is happening and coming up in the rohe.

NGĀ KŌRERORERO | DISCUSSION

Community Engagement and Development

The Community Engagement Advisor will give an update on progress at the meeting.

Hot Topics

Officers will give an overview of hot topics in the rohe.

The Team Lead Asset/Cemeteries will speak to the Group about design ideas for the Kinloch playgrounds and seek their feedback.

Upcoming Consultations

The following will be upcoming:

- Housing Strategy
- Review of Bylaws: Cemeteries, Freedom Camping and Alcohol Control.

Policy Officers will be in touch with further information.

2021-31 Long term Plan Capital Expenditure

Project	On Time	On Budget	Comments or risks
Kinloch Water Supply Upgrade 2022	Yes and scheduled for completion Mid-July 2023	Yes	Project is progressing well with some unknown ground conditions making the drilling more challenging and the contractor is currently busy with the last portion of pipe installation. The contractor is doing re-instatement to berms where possible and changeovers are being scheduled into complete works as it is being installed. Road sections down Marina Terrace will be sealed as soon as changeovers are completed.
Treatment plant upgrade	Delayed – works now underway, new completion date mid 2024	Yes	At this stage we have completed the HAZOP – Hazard and Operability Study, and the Safety in Design phases. The HAZOP is a work shop that goes through every stage of the process in the plant to identify any hazards or operational issues that can lead to unsafe water due to treatment failure or interruption to supply to due failures or damage. It is quite an intense process where the plant is broken into sections and literally every piece of equipment is reviewed. The safety in design phase covers hazards and risks not just to our operators but also ensures we comply with regulations. These can be how we store, supply and handle chemicals, comply with electrical standards, emergency equipment is fit for purpose, the plant and grounds layout make it easy to navigate and move critical equipment around and the plant and equipment is designed in a way that makes it safe to operate.

Project	On Time	On Budget	Comments or risks
Whangamata Road barrier	A little later than desired but still to be completed before winter 2023	Yes	An update will be provided at the meeting.

Actions

Subject	Task	Comments	Status
Toilet for eastern beach reserve	Install a temporary toilet on the eastern beach reserve. A new toilet was approved in the Long Term Plan however getting planning consents approved was expected to be a lengthy process.	There is still no further update regarding the future of this permanent toilet because there is no location on the eastern shore that isn't in the Foreshore Protection Zone.	Not complete

WHAKAKAPINGA | CONCLUSION

It is recommended that the Kinloch Representative Group notes the information contained in the Kinloch Snapshot report.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Kinloch Representative Group notes the information contained in the Kinloch Snapshot report.

NGĀ TĀPIRIHANGA | ATTACHMENTS

Nil

5.4 MEMBERS' REPORTS

Author: Karen Watts, Senior Committee Advisor

Authorised by: Nigel McAdie, Legal, Risk and Governance Manager

TE PŪTAKE | PURPOSE

This item permits members to provide feedback on any items of interest arising from meetings/events they have attended.

No debate and/or resolution is permitted on any of the reports.

WHAKAKAPINGA | CONCLUSION

Members' reports will be presented at the meeting for receipt.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Kinloch Representative Group receives the reports from members.

NGĀ TĀPIRIHANGA | ATTACHMENTS

Nil