

# **ATTACHMENTS**

**Kinloch Representative Group Meeting**

**28 July 2022**

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26 May 2022

**TAUPŌ DISTRICT COUNCIL  
MINUTES OF THE KINLOCH REPRESENTATIVE GROUP MEETING  
HELD AT THE KINLOCH COMMUNITY HALL, MATA PLACE, KINLOCH  
ON THURSDAY, 26 MAY 2022 AT 3.00PM**

**PRESENT:** Cr Kathy Guy (in the Chair), Ms Belinda Walker, Mr Tim Brittain, Cr Yvonne Westerman

**IN ATTENDANCE:** General Manager Corporate, District Customer Relations Manager, Communications Advisor, Digital Transformation Manager, Governance Quality Manager, Community Engagement and Development Manager, Parks Manager Town Centres, Senior Transportation Engineer, Senior Community Development Advisor, Senior Committee Advisor

**MEDIA AND PUBLIC:** Six members of the public

**1 APOLOGIES**

**KIN202205/01 RESOLUTION**

Moved: Mr Tim Brittain

Seconded: Cr Yvonne Westerman

That the apologies received from Mayor David Trewavas, Cr John Williamson, and Mr Matt Andrews be accepted.

**CARRIED**

**2 CONFLICTS OF INTEREST**

Nil

**3 CONFIRMATION OF MINUTES**

**3.1 KINLOCH REPRESENTATIVE GROUP MEETING - 31 MARCH 2022**

The minutes were amended in the following manner:

Item 4.9, Update from the Kinloch Community Association & Sub-Committees: Delete reference to "looking forward to the end of the current Triennium", as this did not capture the essence of the update. Member Mr Tim Brittain clarified that the Kinloch Community Association members would like to see the Kinloch Representative Group established as soon as possible after the elections.

**KIN202205/02 RESOLUTION**

Moved: Cr Yvonne Westerman

Seconded: Mr Tim Brittain

That the minutes of the Kinloch Representative Group meeting held on Thursday 31 March 2022 be confirmed as a true and correct record, as amended.

**CARRIED**

**4 REPORTS**

**4.1 ACTION POINTS UPDATE**

The District Customer Relations Manager summarised the action sheet items. The Parks and Reserves Manager has had ongoing discussions around where the toilet for the eastern beach reserve will be located. In light of information shared at the public forum, his next step will be to engage with the landowner of the

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current longdrop toilet (on private land) and look to replace this. A member advised contacts that may be able to assist with this.

The Senior Transportation Engineer summarised the last action point (Whangamata Road Strategy) and in answer to a question from a member, advised the following needs to be taken into consideration regarding new Pedestrian Crossings:

- the surrounding environment, frequency of use by both pedestrians and road users, and surrounding speed limits
- location in terms of driveways, where the letdowns are, the crossing point location, and how close it is to a roundabout
- if it is used infrequently, it can be a danger to pedestrians because motorists do not expect someone to be there and do not automatically stop. He suggested a raised crossing could be a better solution.

**KIN202205/03 RESOLUTION**

Moved: Ms Belinda Walker

Seconded: Mr Tim Brittain

That the Kinloch Representative Group receives the current action points update.

**CARRIED****4.2 PARKS OPERATIONAL UPDATE****Trees Assessment**

The Parks Manager Town Centres confirmed that arborist Adrian Lamont commenced a tree assessment of Kinloch last week and a progress update would be given at the next meeting.

**Foreshore**

The Parks Manager Town Centres advised that the Parks and Reserves Manager had met with Ross McConnon from the Kinloch Community Association (KCA).

Following the meeting with the Waikato Regional Council on 4 April, the Parks and Reserves Manager would like to set up a public workshop to relay the information given by the experts about the escarpment. This workshop was intended to be inclusive for all by being both in person and online. In the meantime, health and safety measures have been put in place to protect people. Signs warning of the cliff edge had been moved to around 2 metres from the edge of the escarpment, and the Council mower operators had been instructed not to mow past these signs.

The Parks Manager Town Centres confirmed that contractors have placed a bund on the foreshore where people were driving through to the Whangamata Stream in the summer. The Parks and Reserves team have commenced the planting, and would enhance the entrance using tī kōuka. Contractors would also be moving rocks around the BBQ to discourage driving there. On the eastern foreshore, work has commenced to find a solution to stop this being driven over and broken. The Parks Manager Town Centres confirmed that she would ask the Team Lead Assets about playground equipment and update the group at the next meeting.

**KIN202205/04 RESOLUTION**

Moved: Ms Belinda Walker

Seconded: Mr Tim Brittain

That the Kinloch Representative Group receives the Parks Operational Update.

**CARRIED****4.3 KINLOCH WATER TREATMENT PLANT UPGRADE PROJECT**

The District Customer Relations Manager summarised the report provided by the Asset Manager Water.

Members were invited to a site visit of the Water Treatment Plant on 20 June.

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Councillor Guy clarified that work was continuing on the Kinloch reservoir, it was only the land acquisition part that had been deferred from the 2022-23 Annual Plan.

In response to a question from a member, the District Customer Relations Manager confirmed that Council have contingency plans in place for delays including supply chains.

**KIN202205/05 RESOLUTION**

Moved: Mr Tim Brittain

Seconded: Ms Belinda Walker

That the Kinloch Representative Group receives the Kinloch Water Treatment Plant Project update as at 26 May 2022.

**CARRIED****4.4 DIGITAL UPDATE**

The Digital Transformation Manager advised that her team were focussing on modernising technology platforms and equipping Council facilities and venues for the future.

As part of this work they were replacing WIFI in public spaces and venues such as the Events Centre, Great Lake Centre and the Taupō Airport. They were concentrating on giving consistent, functional WIFI service, and enabling hybrid work spaces.

WIFI has now been enabled at the Kinloch Community Hall, and Council were interested in feedback from customers around how it was working for them, and what they used it for.

In answer to questions from members, the Digital Transformation Manager confirmed that they hoped to have the WIFI router mounted to the wall as soon as possible and that it was currently set up like a home connection, accessible with a password which would be made available to customers of the hall. She and her team would monitor use, limit inappropriate content, and protect people by disconnecting it outside of hours.

**KIN202205/06 RESOLUTION**

Moved: Ms Belinda Walker

Seconded: Mr Tim Brittain

That the Kinloch Representative Group receives the Digital Update.

**CARRIED****4.5 UPDATE ON THE 2022 LOCAL GOVERNMENT ELECTIONS AND DISCUSSION ON COMMITTEE STRUCTURE AND TERMS OF REFERENCE**

The Governance Quality manager summarised her report and highlighted key dates in the upcoming Local Government elections.

She asked the group if they thought the Terms of Reference were fit for purpose, particularly the timing and frequency of meetings, and asked for any suggestions for improvements for the incoming Mayor.

The group's main concern was the length of the hiatus period between the election date and establishing the new committee.

The General Manager Corporate reassured the group that Council were working on a detailed plan to set up committees as soon as possible after the election. He suggested an informal community meeting with various Council staff present to share information and serve as a pre-summer briefing ahead of visitors arriving to Kinloch.

**KIN202205/07 RESOLUTION**

Moved: Cr Yvonne Westerman

Seconded: Mr Tim Brittain

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That the Kinloch Representative Group receives the update on the 2022 elections and makes recommendations as noted to the incoming Council in respect of its committee structure.

**CARRIED****4.6 UPDATE FROM THE KINLOCH COMMUNITY ASSOCIATION & SUB-COMMITTEES**

Mr Tim Brittain asked for information around the refurbishment of the Kinloch Community Hall. The General Manager Corporate confirmed that there has been a small allowance made for maintenance, namely the paintwork for the exterior building and a cover between the hall and the side storage shed.

A member of the public advised that on 30 May a group from the Waikato Regional Council would look at the Whangamata Track and analyse options, some of which were to remove and replace trees.

In answer to another question, the District Customer Relations Manager confirmed that the Transfer Station fees would remain as proposed in the Annual Plan consultation document.

**KIN202205/08 RESOLUTION**

Moved: Ms Belinda Walker

Seconded: Cr Yvonne Westerman

That the Kinloch Representative Group receives the information.

**CARRIED****4.7 UPDATE FROM THE KINLOCH FAMILIES TRUST**

Ms Belinda Walker summarised the submission she had presented to the Mayor and Councillors at the Annual Plan hearing on Monday 23 May on behalf of the Kinloch Families Trust. Their main areas of focus were:

- beautification of reserves, the lakefront and roundabouts;
- a playground review, particularly to provide shade in summer;
- a mini supermarket with Council support for consents;
- permanent location for the kindergarten;
- improving school bus stops; and
- managing foot traffic on the Whangamata Road to the trail by creating a footpath.

Councillor Guy clarified that Whangamata Road was affected by the Speed Management Plan which was being considered. She suggested that Kinloch Families Trust submit to the Waikato Regional Council's consultation regarding a bus service from Kinloch to Taupō.

Ms Belinda Walker advised that Kinloch Kindergarten would be organising an event for Matariki and will share this with the District Customer Relations Manager to be published by the Communications team along with other Matariki events in the District.

Signs would be erected in Kinloch by the Waikato Regional Council around what to do if anyone saw wilding pines in the area.

**KIN202205/09 RESOLUTION**

Moved: Mr Tim Brittain

Seconded: Cr Yvonne Westerman

That the Kinloch Representative Group receives the information.

**CARRIED**

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**4.8 MEMBERS' REPORTS**

Item **withdrawn**.

**5 CONFIDENTIAL BUSINESS**

Nil

**The meeting closed at 3.54pm.**

**The minutes of this meeting were confirmed at the Kinloch Representative Group Meeting held on 28 July 2022.**

.....  
**CHAIRPERSON**

Kinloch Representative Group Current Action Sheet (A2863249)			
Meeting Date	Subject	Issue	Update
25/03/2021	Nisbet Terrace maintenance	Request from members to reinstate this action for ongoing oversight.	District-wide stairs assessment scheduled for year 1 of the LTP. Flaxes planted and ground levelling undertaken. Ongoing maintenance would continue. Update 25 November 2021: To be completed June 2022. One staircase installed, remaining two upgraded. Update 26 May 2022: Planting of slip face to be completed. Update 28 July 2022: Planting of slip face has been completed. <b>Propose to remove from action sheet.</b>
	Toilet for eastern beach reserve	Install temporary toilet on eastern beach reserve for the 2021-22 summer period. A new toilet was approved in the LTP however getting planning consents approved was expected to be a lengthy process.	Will need to find alternative site for port a loo in future (not in SW flow path and there were issues with servicing). Met with Matt Andrews on site to assess the current situation on the trust land.
31/03/2022	WIFI Installation	Fibre roll-out was delayed to begin in April 2022. Update on the WIFI connection trial requested.	Standard WIFI installed 11 May 2022. <b>Propose to move to completed.</b>
31/03/2022	Whangamata Road Strategy / Programme	A consultant has assessed, conducted site visits, looked for issues and is currently producing a proposed programme of works. A report showing the final programme of work for the next few years has been requested.	The Whangamata Road Strategy is complete and a designer has been appointed for the Road Safety Barrier at 164 Whangamata Road. <b>Propose to move to completed.</b>
28/07/2022	Poihipi Road roadworks	Update to the status of current roadworks	The Infrastructure Manager will provide an update at the 28 July meeting.