

MEETING — AGENDA —

Ngā Take

www.westernbay.govt.nz



Western Bay of Plenty
District Council

COUNCIL

Te Kaunihera

**MINUTE INDEX and
INFORMATION PACK**

Pikau Korero

C8

Thursday, 21 September 2017



Te Kaunihera a rohe mai i nga Kuri-a-Whare ki Otamarakau ki te Uru

Advice to Councillors on Use of Information Packs

Council has agreed that Information Packs will be supplied with the agendas for Council and its Committees as well as Community Boards as required. Members are to present questions in writing on contents, provided these are received 48 hours prior to the meeting (i.e. by 5.00pm on a Monday for a Thursday meeting). A copy of the questions and written replies will be made available to all Members and will be tabled at the meeting.

Any questions received later than the 48 hour deadline will be responded to within five days with copies of both questions and answers circulated to all Members.

All questions to be **emailed** to the relevant Democracy Advisor.

In addition, should a more detailed report or presentation be required on any specific item, Councillors are invited to make an e-mail request to the Chief Executive Officer. Reports or presentations requested will be given at the first available opportunity.

Council	-	Fleur Sweeney
Community Committee	-	Michelle Parnell
Long Term and Annual Plan Committee	-	Fleur Sweeney
Operations and Monitoring Committee	-	Barbara Clarke
Policy and Strategy Committee	-	Barbara Clarke
Rural Committee	-	Michelle Parnell
All Community Boards	-	Aileen Alty

Please include in any emailed questions and the following references from this Information Pack;

- Title of Item – Page reference for question.

Open Items

Council No. C8

21 September 2017

Minute Index - Open

	Pages
Minutes of Community Board Meetings <i>(For Receipt)</i>	
1. Minute no. WB7 of the Waihi Beach Community Board held on 28 August 2017	6-15
2. Minute no. OM7 of the Omokoroa Community Board held on 29 August 2017	16-23
3. Minute no. K7 of the Katikati Community Board held on 30 August 2017	24-35
4. Minute no. MC7 of the Maketu Community Board held on 5 September 2017	36-46
5. Minute no. TP7 of the Te Puke Community Board held on 7 September 2017	47-58
Minutes of Council, Committee and Sub Committee Meetings <i>(For Confirmation)</i>	
6. Minute no. C7 of the Western Bay of Plenty District Council held on 10 August 2017	59-65
7. Minute no. CC5 of the Community Committee held on 31 August 2017	66-71
8. Minute no. PP2 of the Policy Committee held on 6 April, 4 May, 10 May and 16 August 2017	72-103
9. Minute no. PP6 of the Policy Committee held on 7 September 2017	104-124
10. Minute no. LTAP2 of the Long Term and Annual Plan Committee held on 7 September 2017	125-127
11. Minute no. OP6 of the Operations and Monitoring Committee held on 14 September 2017 – <i>to be circulated separately when available</i>	

Minutes
(For Receipt only)

12. Minute no. RH5 of the Regulatory Hearings Committee held on 12 July and 15 August 2017 128-134
13. Minute no. RH6 of the Regulatory Hearings Committee held on 15 August 2017 135-151
14. Minute no. RH7 of the Regulatory Hearings Committee held on 31 August 2017 152

**Council No. C8
21 September 2017
Information Pack - Open**

	Pages
15. Minute Action Sheet Report for September 2017	153-168
16. Schedule of Payments for the Months of July and August 2017	169
17. Chief Financial Officer's Exception Report Briefing for the Month of September 2017	170-171
18. Key Financial Performance Indicators for the Two Months Ended 31 August 2017	172-185
19. Local Government Funding Agency Limited Annual Report 2016/17	186-258
20. Chief Executive Information Pack Report for 8 September 2017	259-261

Western Bay of Plenty District Council

**Minutes of Meeting No. WB7 of the
Waihi Beach Community Board held on 28 August 2017
at the Waihi Beach Community Centre
commencing at 6.30pm**

Present

Members A Sole (Chairperson), M Roberts (Deputy Chairperson), B Hepenstall, R Parsons and Councillors D Marshall and M Williams

In Attendance

E Holtsbaum (Group Manager Technology, Customer and Community Services) K Hill (Utilities Manager), I Butler (Finance Manager for Agenda Item WB7.3) and A Alty (Democracy Advisor)

Others

Two representatives from Bay of Plenty Regional Council (as named in the minutes) and nine members of the public

Apologies

An apology for absence was received from Councillor Marshall. It was noted that Councillor Marshall was attending the Regional Trust Power Awards event held on the same evening as the Community Board Meeting

Resolved: Members Sole / Parsons

THAT the apology for absence from Councillor Marshall be accepted.

Public Forum

Resolved: Member Parsons / Councillor Williams

THAT the meeting adjourn for the purpose of holding a public forum.

Waihi Beach - Village Retail Centre

Mr Robert Hope, a local Waihi Beach retailer, advised the Board that a group of local retailers had recently formed a 'working party' that would focus on promotion of the Waihi Beach Village retail sector. He noted that the aspirations of the group were to:

- Bring vibrancy to the local village business area
- Promote and support the local shopping centre
- Make the town centre a more vibrant and fun place to visit and shop

Charlene Marteni also spoke to the Board as a local retailer noting that the retailers in the village centre needed to do something to bring some life back to the Waihi Beach central business district.

Signage and events were being looked at to encourage retailers to work together in addressing the seasonality aspects of retailing at Waihi Beach and bringing engagement and continuity for new as well as long-standing retailers. They had been in touch with the Council about having signage installed at each of the entrances into Waihi Beach.

The concept of 'Shop - Dine - Discover' was used and future events would be geared around this catch phrase. The retailers were investigating putting on an event prior to Christmas and advised that the Board would be kept informed of progress relating to this.

The Board was also advised that the retailers group was working in liaison with the Waihi Beach Events and Promotions Society.

Board members thanked the speakers for their address, and applauded their initiative and wished them well with their future plans.

Orokawa Bay Walking Track

Jim Cowern advised the Board that the wheels on the old gold ore cart on the Orokawa Bay Walking Track had been stolen. The old ore cart was a feature of this walk and he felt it was shameful that it had been the subject of vandalism in this manner.

It was also noted that the old gold mine aspects on this walk needed to be cleared and given more prominence for walkers to the area.

It was suggested that an item be featured on the Waihi Beach Facebook site asking for the return of the old ore cart wheels - on a no questions asked basis if they were returned. Member Parsons would discuss this with the Waihi Beach Events and Promotions website manager.

Clean-Up Week 2017 - Keep New Zealand Beautiful

Helen Micklejohn advised the Board that 'Clean-Up Week' - New Zealand's largest litter clean up event was programmed to take place from 11 to 17 September 2017.

This would be extensively advertised and local groups from Waihi Beach, Athenree and Bowentown have been advised of this event. More volunteers were always welcome to join

in the Waihi Beach area event on Saturday 16 September, assembling at the Island View Reserve.

Mrs Mieklejohn also advised that the Waihi Beach Environment Society had recently celebrated their eleventh birthday.

The Board extended thanks to Helen Mieklejohn for her untiring efforts and association with the Waihi Beach Environment Society.

Resolved: Member Roberts / Councillor Williams

THAT the meeting be re-convened in formal session at 6.47pm.

**WB7.1 Presentation - Bay of Plenty Regional Council
Discussion/Presentation on Trial Bus Services**

Melissa Winters (Transport Operations Manager) and Joe Metcalf (Transport Planner) from the Bay of Plenty Regional Council gave a presentation on a proposed trial for a Waihi Beach passenger transport service.

Melissa Winters outlined that a trial passenger transport service was originally approved as a result of a submission received in relation to the Draft 2015-2025 Long Term Plan. A trial began operating in October 2015 but was not successful and a refinement was made, but the service was not well patronised largely due to the timetable for the bus service that was in place for the first trial.

As a result of feedback about the earlier trial, staff had re-designed a new service timetable that linked Waihi Beach, Athenree, Katikati and Waihi with a circular route travelling four times in a day one day a week (being a Thursday) dependent on cost.

The trial for the new refined timetable would start on Thursday 5 October. The existing passenger service would cease on the last Friday in September (29 September). The proposed trial passenger service timetables would be subject to refinement as required.

Ms Winters advised that she had attended a meeting at the 'Friends Place' gathering at the Waihi Beach Community Centre and spoken to a number of people about a future bus service. The coordinator of the Friends Place activity events clarified that over 60 people had had engagement in regard to the bus service trial for over year.

Concern was noted that communication with people attending the 'Friends Place' programme was a very small demographic to gauge the requirements of a passenger service for the overall community. It was important that representatives from the wider community were approached to give their views on what was needed for a passenger service.

It was also important that the service not result in an increase in rates for Waihi Beach residents.

The Board was advised that as part of the developing Bay of Plenty Regional Council Draft 2018-2028 Long Term Plan consideration would be given to the latest trial and associated costs.

The Board thanked Ms Winters and Mr Metcalf for their attendance and report.

Resolved: Members Sole / Hepenstall

THAT the presentation from the Bay of Plenty Regional Council Transport Operations Officer to the Waihi Beach Community Board meeting held on 28 August 2017 in regard to the provision of a bus service for Waihi Beach be received.

WB7.2

Minutes of Meeting No. WB6 of the Waihi Beach Community Board Held on 17 July 2017

The Board considered the minutes no. WB6 of the Waihi Beach Community Board Meeting held on 17 July 2017 as circulated with the agenda.

Resolved: Members Sole / Parsons

THAT the minutes of meeting no. WB6 of the Waihi Beach Community Board held on 17 July 2017 as circulated with the agenda be confirmed as a true and accurate record.

Change to order of business

The Chairperson requested that the next item of business be Draft Long Term Plan Budget - Waihi Beach in order to release the Finance Manager from the meeting at the conclusion of this item.

Resolved: Members Sole / Parsons

THAT in accordance with Standing Orders the order of business be changed and that the item Draft Long Term Plan Budget be dealt with as the next item of business.

WB7.3

Draft Long Term Plan Budget - Waihi Beach

The Board considered a report from the Democracy Advisor dated 16 August 2017 as circulated with the agenda.

The Finance Manager spoke to the report and advised the Board that the Waihi Beach Community Board Operating Budget for 2019 was not expected to be much different that the current budget approved by the Board in November 2016 for 2017/2018.

The Finance Manager explained the line items within the Board's operating budget noting that salaries were determined by the remuneration authority and interdepartmental charges were determined by overhead cost allocations.

The finance team would be presenting a first draft budget to the Council Long Term Plan workshop to be held on 19 October and it was important that the Board had their recommended Draft Operating Budget Figures for that meeting.

The Waihi Beach Community Board advised that they would consider the Draft Long Term Plan Budget - Operating Costs at their next workshop and advise their decisions, for inclusion in a further report for adoption at their next Board meeting to be held on 9 October 2017.

The Finance Manager also advised the Board that they needed to give consideration to projects and funding commitments they wished to allocate from the Board's reserve account for inclusion in their Long Term Plan.

The Board thanked the Finance Manager for his attendance and clarification of the respective finance items.

Resolved: Members Sole / Parsons

1. *THAT the report from the Democracy Advisor dated 16 August 2017 and titled Draft Long Term Plan Budget be received.*
2. *THAT further consideration of the Waihi Beach Community Board Operating Budget be given at the Board's next workshop, and the recommendations made by the Board put forward at the next Waihi Beach Community Board meeting for confirmation on 9 October 2017.*

WB7.4

Chairperson's Report

The Board considered a report from the Chairperson dated 14 August 2017 as circulated with the agenda.

WB7.4.1

Northern Entrance to Waihi Beach

The Board reiterated their concern that the northern entry to Waihi Beach from Waihi Beach Road continued to be very untidy, unattended and very messy. The beautification projects completed some years ago, at a sizeable cost had been very unsatisfactory and had been the focus of complaints and services requests for the past four years and still the area had not been satisfactorily cleaned up.

The comment from the Transportation Operations Manager that the contractor had been instructed to give the area a clean-up was welcomed. The comment that the area be added to the contract as a variation for ongoing maintenance was frustrating in that this should have already been

registered as a regular maintenance item from when the initial beautification work had been originally undertaken.

The Board requested that the area be cleaned up and tidy before the start of the 2017 summer/holiday period.

WB7.4.2 **Heavy Traffic Bylaw**

The Board noted the Maketu Community Board and the Te Puke Community Board wished to see options for the instigation of a bylaw that prohibited the parking of heavy vehicles that had a gross laden weight over ten tons in residential/urban streets in both Maketu and Te Puke townships.

WB7.4.3 **Submission to Waihi Beach Community Board - Making The Crescent and Farm Road Intersection Safer**

The Board received a letter from Mr and Mrs Hay requesting that a Give Way sign be installed on The Crescent for traffic going north at the intersection of The Crescent and Farm Road.

The Transportation Operation Manager had advised that, although it was tempting to install a give way sign on The Crescent to slow traffic, drivers were likely to disrespect the sign because the volume from Farm Road was very low. Farm Road traffic may feel entitled to enter The Crescent expecting to be protected by a give way on The Crescent.

The Transportation Operations Manager would recommend that a Give Way sign be installed on Farm Road and traffic using The Crescent have the right of way.

The Board would further consider this request at their next workshop.

WB7.4.4 **Broadlands Block Pathways**

The Broadlands Block pathways had had some work done on them over the last few months, and the Board noted that the results of that work had so far proved to be unsatisfactory.

The Board had been advised that the work undertaken was to enable access to the pathways during the winter months when heavier work was not practical, noting that further improvements to the pathways on the Broadlands Block were ongoing.

The Board felt that the current state of the surface of the pathways was a Health and Safety issue (with a number of walkers reporting twisted ankles and falls due to the rough surface) and the pathways need to be improved as soon as possible.

The Board noted that regardless of the outcome of the proposed 'Chip n Putt' proposal the Board wanted to see the Broadlands Block cleaned up. Improving current paths and possibly installing a boardwalk to enhance the overall block was the Board's focus.

The Utilities Manager advised that he would liaise with the Reserves and Facilities Manager in regard to this item.

WB7.4.5 **Christmas / New Year Rubbish Collection**

The Board was aware that instigating extra rubbish collections during the summer Christmas / New Year period involved a number of logistical problems for the contractor and would incur extra cost.

Considerations relating to extra rubbish collections or other options that may be put in place would be discussed at the next Waihi Beach Community Board workshop to be held on 22 September 2017. The Utilities Manager and the Environmental Solid Waste Team Leader would attend the workshop to discuss options that may be available to the Board.

WB7.4.6 **Service Delivery - Compliance and Monitoring Services**

The Chairperson noted that while most community boards had many similar issues, it seemed that the further away from Barkes Corner, the less likely a consistent level of service was given, and in his opinion, Waihi Beach was not getting the level of service it needed over a number of requirements.

It was highlighted that Western Bay District Council staff and contractors were operating under contract agreements and until specific contracts were re-looked at, levels of service associated with those agreements must stand.

For Waihi Beach, the issues relating to compliance were different from other areas and consideration needed to be applied to the seasonal / holiday population increases and behaviours that were not the same as other areas in the Western Bay district.

Board Members would like to have a further meeting with the Compliance Team to ensure compliance and monitoring management for the Waihi Beach area were further discussed and any innovative and/or alternate options in place before the 2017 holiday season began.

WB7.4.7 **Waihi Beach Events and Promotions Society**

The Chairperson extended congratulations to the Waihi Beach Events and Promotions Society for the work they had done over the past year and wished them continuing success as they moved forward to the coming summer / holiday season.

WB7.4.8 Community Board Strategies - Future Directions

Following the Community Board meet and greet event on 8 July 2017, the feedback received had been collated and distributed to Board members.

Distribution throughout the community would be undertaken by Board members, and continuous feedback and communication from the community was encouraging and helpful to the Board in their ongoing decision making and future planning.

Resolved: Members Sole / Parsons

THAT the Waihi Beach Community Board Chairperson's Report dated 14 August 2017 be received.

WB7.5 Councillor's Report

The Board considered a report from Councillor Marshall dated 17 August 2017 as circulated with the agenda.

In the absence of Councillor Marshall the report was taken as read.

Resolved: Councillor Williams / Member Sole

THAT the report from Councillor Marshall dated 17 August 2017 be received.

WB7.6 Traffic and Parking Enforcement Bylaw 2008 2017 Annual Review - August 2017

The Board considered a report from the Transportation Operations Manager dated 15 August 2017 as circulated with the agenda.

Members of the Board advised that the mobility parking on Wilson Road (northern side of the car park) should be shown as two spaces. During the course of the building of the new toilet block and site rehabilitation, one mobility car park was lost. This needed to be reinstated and re-marked.

Resolved: Member Roberts / Councillor Williams

1. *THAT the Transportation Operations Manager's report dated 15 August 2017 and titled Traffic and Parking Enforcement Bylaw 2008 - 2017 Annual Review – August 2017 be received.*
2. *THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.*
3. *THAT the Waihi Beach Community Board recommends to the*

Operations Committee the following amendments in Schedule 3 Waihi Beach Traffic/Parking Restrictions Traffic and Parking Enforcement Bylaw 2008:

Mobility Parking

THAT pursuant to Clause 1.10.1 of this Bylaw, only vehicles carrying disabled persons and displaying a permit as set out in Clause 1.10.1 may be parked in the spaces located as follows:

Wilson Road (northern side car park)

TWO right angle spaces on the western side of the car park immediately adjacent to the public toilet block.

WB7.7 Infrastructure Services Report Waihi Beach - August 2017

The Board considered a report from the Deputy Chief Executive dated 26 July 2017 as circulated with the agenda.

WB7.7.1 Dillion Street Bridge Works

The Board commented that the upgrade work on the Dillion Street Bridge had been well done and registered thanks and appreciation to staff involved with this project.

WB7.7.2 Emergency Management Draft Group Plan Review

The Board was advised that Member Roberts would make submission to the Emergency Management Plan Group Plan Review on behalf of the Waihi Beach Emergency Response Team.

WB7.7.3 Walking Track Signage - Cycleway Signage - MAS Reference WB517 3.2

The Board noted that temporary signage was in place for the walkway to the trig lookout and that a draft signage plan was being prepared.

A representative from the Waihi Beach Cycle Trails Charitable Trust was to liaise with the Board and Council staff about the design for the cycle/walkway signage.

WB7.7.4 Community Roding Priorities - MAS Reference WB517 6.5

The Board noted the comment that the Tauranga Moana and Hauraki iwi were currently working through a joint cultural assessment for the Reservoir Reserve area and that the process had recently been overtaken by other events around iwi settlement claims.

The Board noted their concern that there was no timeline associated with the process being worked through by the respective iwi and this would impact on completing the agreed cycleway links. The Board asked if a timeline could be applied to signal progress for the completion of this project.

WB7.7.5 Deferment of Work - 2017/2018 Work Programme - Pohutukawa Reserve Toilet - MAS Reference WB517 6.3

The Board had earlier requested that no work be undertaken until options for the renewal of the old public toilets behind the tennis club were fully considered.

Resolved: Members Parsons / Roberts

That it be recommended to the Operations and Monitoring Committee that the replacement of the Pohutukawa Reserve toilet be deferred from the 2017/2018 work programme and reconsidered as part of the Waihi Beach Reserve Management Plan in 2018/19.

Resolved: Members Parsons / Roberts

THAT the Deputy Chief Executive report dated 26 July 2017 and titled Infrastructure Services Report Waihi Beach - August 2017 be received.

WB7.8 Council, Standing Committee and Community Board Meetings

The Board considered a schedule of meetings for the months of October and November 2017 as circulated with the agenda.

Resolved: Members Parsons / Sole

That the schedule of meetings for October and November 2017 be received.

The meeting concluded at 8.20pm.

Confirmed as a true and correct record.

A Sole
Chairperson
Waihi Beach Community Board

Date

Western Bay of Plenty District Council

**Minutes of Meeting No. OM7 of the
Omokoroa Community Board held on 29 August 2017
at the Omokoroa Community Church Hall
commencing at 7.00pm**

Present

Members M Grainger (Chairperson), T Sage (Deputy Chairperson), P Presland and D Sage and Councillor J Palmer

In Attendance

P Martelli (Resource Management Manager), I Butler (Finance Manager for Agenda Item OM7.3), and A Alty (Democracy Advisor)

Others

Two members of the public

Apologies

An apology for absence was received from Councillor Murray-Benge.

Resolved: Member Grainger / Councillor Palmer

THAT the apology for absence from Councillor Murray-Benge be accepted.

Public Forum

Resolved: Members Grainger / T Sage

THAT the meeting adjourn for the purpose of holding a public forum.

Tinopai to Lynley Park Walkway

A member of the public commended Council staff for the work undertaken in the development of the Tinopai to Lynley Park Walkway. The walkway was 'magnificent' and complimented by the excellent planting undertaken by volunteers from the Pirakau

Environmental group. This was an example of a community working together to achieve a great outcome.

Resolved: Members Grainger / T Sage

THAT the meeting be re-convened in formal session at 7.03pm.

OM7.1 Presentation: How We Manage Stormwater in Omokoroa

The Board was advised that the proposed presentation from the Western Bay of Plenty District Council Project and Design Engineer Team Leader in regard to stormwater management at Omokoroa would be presented at the next Community Board meeting to be held on 10 October 2017.

OM7.2 Minutes of Meeting No. OM6 of the Omokoroa Community Board held on 18 July 2017

The Board considered the minutes of OM6 of the Omokoroa Community Board held on 18 July 2017 as circulated with the agenda.

Resolved: Members Grainger / Presland

THAT the minutes of meeting No. OM6 of the Omokoroa Community Board held on 18 July 2017 as circulated with the agenda, be confirmed as a true and accurate record.

Change to Order of Business

The Chairperson requested that the next item of business be Draft Long Term Plan Budget – Omokoroa in order to release the Finance Manager from the meeting at the conclusion of this item.

Resolved: Members Grainger / T Sage

THAT in accordance with Standing Orders the order of business be changed and that the item Draft Long Term Plan Budget be dealt with as the next item of business.

OM7.3 Draft Long Term Plan Budget - Omokoroa

The Board considered a report from the Democracy Advisor dated 16 August 2017 as circulated with the agenda.

The Finance Manager spoke to the report and advised the Board that the Omokoroa Community Board Operating Budget for 2019 was not expected to be much different that the current budget approved by the Board in November 2016 for 2017/2018.

The Finance Manager explained the line items within the Board's operating budget noting that salaries were determined by the remuneration authority and interdepartmental charges were determined by overhead cost allocations.

The finance team would be presenting a first draft budget to the Council Long Term Plan workshop to be held on 19 October and it was important that the Board had their recommended Draft Operating Budget Figures for that meeting.

The Omokoroa Community Board advised that they would consider the Draft Long Term Plan Budget - Operating Costs at their next workshop and advise their decisions, for inclusion in a further report for adoption at their next Board meeting to be held on 10 October 2017.

The Finance Manager also advised the Board that they needed to give consideration to projects and funding commitments they wished to allocate from the Board's reserve account for inclusion in their Long Term Plan.

The Board thanked the Finance Manager for his attendance and clarification of the respective finance items.

Resolved: Members Grainger / D Sage

1. *THAT the report from the Democracy Advisor dated 16 August 2017 and titled Draft Long Term Plan Budget be received.*
2. *THAT further consideration of the Omokoroa Community Board Operating Budget be given at the Board's next workshop, and the recommendations made by the Board put forward at the next Omokoroa Community Board meeting for confirmation on 10 October 2017.*

OM7.4 **Chairperson's Report**

The Board considered a report from the Chairperson dated 14 August 2017 as circulated with the agenda.

OM7.4.1 **Silica in the Omokoroa Water Supply**

The Chairperson advised that as part of the review of the Long Term Plan, ideas were sought on items and projects that could be listed as possibilities for inclusion in this three-yearly review of the 2018-2028 Long Term Plan. It seemed an ideal time to float the idea that a project to reduce the high levels of silica in the Central Zone Water Supply could be investigated. Council staff provided cost estimates for a Reverse Osmosis treatment plant and he provided figures from an American company for an Electro-coagulation plant that may have been about 25% of the capital and running costs compared to Reverse Osmosis. Unfortunately, at the Operations and Monitoring Committee meeting on 3 August the Council

voted seven to five against the possibility of investigating silica removal in the 2018-2028 Long Term Plan.

If the Community Board felt that this was an issue that was of sufficient concern to the residents of Omokoroa then the Board could include this topic in its submission on the Long Term Plan.

OM7.4.2 **Omokoroa to Tauranga Cycleway Bridges**

The Board was advised that the tender for the design and construction of the three bridges required between Omokoroa and Te Puna had been let with the expectation that all three bridges would be completed by May 2018.

The three bridges for construction are:

- Bridge One - Between Omokoroa and Plummer's Point (Mangawhai Inlet)
- Bridge Two - Between Jess Road and the wetland area
- Bridge Three - At the end of Jess Road and Newnham (paper) Road

OM7.4.3 **Cooney to Tinopai Walkway**

The community was very appreciative of the prompt action that Council staff took in response to the mud puddles that quickly developed once this section of the walkway was subject to bicycle traffic. Unfortunately, the recycled building material that was used for the base-course on this section came complete with many small pieces of plastic sheeting which replaced the mud with a pollution source ready to blow or be washed into the harbour. Once the extent of this plastic nuisance was appreciated, Council staff once again took prompt action and got the contractors back on site to top-off the path with crushed concrete thus burying the plastic pieces.

The Board commended staff for their prompt response to this unplanned and unfortunate situation.

OM7.4.4 **Combined Community Boards Workshop**

Members of the Board attended a combined workshop at Barkes Corner on 10 August. They were told about the current representation review process that was underway and that the existence and/or composition of Community Boards would be considered as part of the review process in early 2018.

Board members also received advice from the Finance Manager on the forthcoming Long Term Budget implications and presentations from the Community Engagement Manager, the Information Technology and Services Manager and the Group Manager Technology, Customer and Community Services.

OM7.4.5 Community Feedback Long Term Plan Phase One

The feedback from the Community Engagement events, email and online had been collated and presented to Council. The topics that surfaced in Omokoroa were not at all surprising: Library, cell phone coverage, high school, changing "feel" of Omokoroa, reserves, Domain parking, footpath over the railway, State Highway Two, etc. The Community Board would discuss these results in detail at a workshop before preparing a submission to the Long Term Plan.

OM7.4.6 Heavy Traffic in Suburban Areas

The Maketu and Te Puke Community Boards were requesting an investigation of options for the instigation of a Bylaw to address the problem of parking, and early morning starting, of heavy vehicles in their residential/urban areas. The Katikati Community Board had also had a few complaints about this issue. Although the problem had not yet manifested itself in Omokoroa, there was no reason why it could not occur in the future and this Board would consider supporting the other Boards' efforts to get a bylaw instigated.

Resolved: Members Grainger / D Sage

THAT the Omokoroa Community Board Chairperson's Report dated 14 August 2017 is received.

OM7.5 Councillor's Report

The Board considered a report from the Councillor Palmer dated 17 August 2017 as circulated with the agenda.

OM7.5.1 Coastal Erosion Response Policy 2017

It was noted that Council considered the draft Inner Harbour and Coastal Erosion Management Policy 2017 on 16 August 2017 and advised the renaming of the Policy to Coastal Erosion Response Policy 2017.

Consideration of the policy had been extended to accommodate late submissions from those people affected by the cyclonic weather events in April 2017. Formal feedback had been received from 46 people with additional submissions from Omokoroa residents.

Decisions relating to the policy would be released after next Policy Committee meeting to be held on 7 September 2017, with the release including a 'decision story' outlining the process and how Council came to reach the policy decision.

OM7.5.2 Community Matching Fund

Recommendations from the Community Matching Fund working group had been made and put forward for adoption by the Community Committee at their meeting to be held on Thursday 31 August 2017.

The Community Matching Fund was open to receive applications from 20 June to 20 July 2017 inclusive. A total of 46 applications had been received, resulting in a combined total of \$456,756.30 being requested.

The estimated total costs of the projects for all groups was \$2,148,282.00.

Three applications were suitable for the environmental portion of the Community Matching Fund (\$40,000) and a total of 24 applicants were awarded funding of varying amounts (to a total amount of \$60,000).

Resolved: Councillor Palmer / Member Grainger

THAT the report from Councillor Palmer dated 17 August 2017 be received.

OM7.6 New Road Name - Omokoroa

The Board considered a report from the Environmental Consents Manager dated 25 July 2017 as circulated with the agenda.

Resolved: Members D Sage / T Sage

1. *THAT the Environmental Consent Manager's report dated 25 July 2017 and titled "New Road Name - Omokoroa" be received.*
2. *THAT it be recommended to the Regulatory Hearings Committee that pursuant to Section 319 and 319a of the Local Government Act 1974, the Regulatory Hearings Committee adopt the following road name for the new road-to-vest arising out of subdivision consent S/B/11870 off Omokoroa Road, Omokoroa:*

"Brendon Close"

OM7.7 Infrastructure Services Report Omokoroa - August 2017

The Board considered a report from Deputy Chief Executive dated 26 July 2017 as circulated with the agenda.

OM7.7.1 Omokoroa to Tauranga Cycleway

Board members received the eco counter data for the period 27 June to 27 August 2017 which showed consistent and increasing use of the new walkway/cycleway.

The trial 'glow-discs' installed on the first 60 meter boardwalk section of the walkway were proving successful and general impressions were very positive for the discs to be installed intermittently all the way along the pathway.

OM7.7.2 **General Emergency Management**

A question was raised by a Board member asking why the national emergency action phrase 'Drop - Cover - Hold' did not seem to be used in the same context (as for example in Wellington) in the Western Bay.

The phrase 'If it's Long or Strong: Get Gone' was more prominent in the Western Bay of Plenty District, and related to the possibility of a tsunami event following an earthquake. The attending Group Manager advised that as he was a member of the Emergency Management Group he would raise the question with the local emergency management educational officers and report back to Board members.

OM7.7.3 **Road Construction State Highway to the Railway**

It was brought to the Board's attention that the bus shelter at the Omokoroa Road and State Highway Two intersection park and ride area had a badly leaking roof, the guttering was full of leaves and some of the overgrown tree branches needed to be cut back from the shelter.

A service request for this item would be initiated.

It was clarified that when the new road layout was completed, a park and ride facility, with a bus shelter would be created on Prole Road.

OM7.7.4 **Omokoroa Footpath Priority List**

The Board asked that the footpath priority list (with costings) for Omokoroa, earlier offered by the Transportation Infrastructure Manager be provided to Board Members for consultation at their workshop to be held on 19 September 2017.

Resolved: Members Grainger / T Sage

THAT the Deputy Chief Executive report dated 26 July 2017 and titled Infrastructure Services Report Omokoroa - August 2017 be received.

OM7.8 **Council, Standing Committee and Community Board Meetings**

The Board considered a schedule of meetings for the month of October and November 2017 as circulated with the agenda.

Resolved: Members Grainger / T Sage

THAT the schedule of meetings for October and November 2017 be received.

The meeting concluded at 7.59pm.

Confirmed as a true and correct record.

M Grainger
Chairperson
Omokoroa Community Board

Date

OM7

Western Bay of Plenty District Council

**Minutes of Meeting No. K7 of the
Katikati Community Board held on 30 August 2017
in the Katikati Library and Service Centre
commencing at 7.00pm**

Present

Members J Hobbs (Chairperson), B Gibbs (Deputy Chairperson), N Mayo and B Warren and Councillors P Mackay and M Williams

In Attendance

G Allis (Deputy Chief Executive), I Butler (Finance Manager for Agenda Item K7.2) and A Alty (Democracy Advisor)

Apologies

An apology for lateness was received from Councillor Mackay.

Resolved: Councillor Williams / Member Mayo

THAT the apology for lateness from Councillor Mackay be accepted.

Others

15 members of the public

Public Forum

Resolved: Members Hobbs / Gibbs

THAT the meeting adjourn for the purpose of holding a public forum.

Diggelman Park Toilets - Rates - New Katikati Library - Exhaust Braking

Paul and Judy Haynes spoke to a tabled summary and raised the following items:

They stated that their earlier concerns relating to the siting, sewerage connection and plans for the proposed new toilet block on Diggelman Park had been ignored. Their concerns relating to the root disturbance of the kauri trees near the proposed toilet block had been ignored. Disturbance to the tree roots was apparent with earthworks happening all around them and a request for assurance that the trees would okay had been ignored.

Mr and Mrs Haynes asked for a meeting with His Worship the Mayor, Board members and the Council arborist to explain why the siting of the toilets had been chosen in the first place.

Mr and Mrs Haynes said that they had voted for people that had said they would freeze or keep the rates down. This has not happened and they were living in the most expensive place in New Zealand.

Mr and Mrs Haynes stated, that in their opinion, Katikati had a beautiful library now and they supposed that Council just wanted new meeting rooms in the new proposed library building.

Exhaust Braking needed to be prohibited in the township - the noise of trucks travelling through the Main Street was constant. The current signage was not big enough and the prohibited exhaust braking was not policed.

The Chairperson noted that Mr and Mrs Haynes had received a reply from herself and from the Chief Executive Officer in regard to some of the issues raised in earlier correspondence.

Councillor Mackay joined the meeting at 7.09pm.

The Board noted the items raised in public forum and thanked Mr and Mrs Haynes for their attendance.

Thompsons Track Forest Proposal Recreation Reserve - Options for Changing Designation from Road Reserve to Recreation Reserve

Jacqui Knight gave an update on the proposal put forward at the last Community Board meeting (Reference K6.3.1.2 Options for Changing Designation from Road Reserve to Recreation Reserve) advising that a steering group had been formed and that group had met with the Reserves and Facilities Manager at the Thompson's Track site. The meeting enabled an understanding of the potential future use of the area and a Memorandum of Understanding was currently being formalised by Council staff.

Future users of the proposed recreation reserve would include walkers, hikers, orienteering groups, horse riders and mountain bikers. The Steering Group appreciated that the area was a working forestry block, and requirements relating to this would be accommodated within the MOU agreement. The Reserves and Facilities Manager had advised that he would

provide an update on the proposal to the next Operations and Monitoring Committee with future submissions made to the Reserve Management Plans and the Long Term Plan.

Katikati Mural Festival - Saturday 30 September to Sunday 8 October 2017

Jacqui Knight provided an update on the forthcoming New Zealand Mural Contest and Arts Festival to be held at Katikati from 30 September to 8 October 2017 and provided a daily calendar for all the events taking place during the festival period.

Ms Knight showed the Board the 'Toy Boxes' that had been decorated by local children that would be auctioned as part of the Western Bay of Plenty District Library contribution to the silent auctions held during the festival.

The Festival Organisers and Katch Katikati thanked the Katikati Community Board for their support and endorsement of the festival.

Western Bay Museum Update

Carole Parker, Chairperson of the Western Bay Heritage Trust presented a six monthly report to the Katikati Community Board outlining:

- Exhibitions, Financial Funding and Sponsorships, Marketing and Strategic Plans for the museum and plans and policies for the museum.
- Volunteer members, staff, trustees and friends of the museum.

The Chairperson highlighted the increasing visitor numbers of school groups and international visitors to the museum. An interactive exhibition space had received high evaluation from teachers who had visited the facility and it was noted that museum staff were currently working with the Rotorua Museum Head Educator to develop other educational programmes to meet the needs of senior students.

Member Warren joined the meeting at 7.19pm.

The Board extended congratulations to the Western Bay Heritage Trust and the Western Bay Museum staff and volunteers for the very valued facility and it was noted that there was very much a sense of collective community pride in the Katikati Museum.

Community Concerns about Public Toilets on Diggleman Park - New Library - Rates

Mr Ewen Lusky asked when construction of the new toilet block on Diggleman Park would be started.

"What communication and public consultation had been given about the public toilets and the new library - why have we not been told about these things?"

He stated that the current rates were too high, and he gave an instance of an elderly lady experiencing hardship to pay her rates. He asked why no notice was being taken of the ratepayers.

The Chairperson outlined the rules for participation in the public forum section of the Community Board meeting, advising that Board Members and staff were not at the meeting to be personally criticised and disrespected. Members of the public were informed of things happening in Katikati and that there had been a number of public meetings and newspaper articles about proposed projects in the community. The Board had held meet and greet events to inform the public about items raised, with another public meeting programmed in the near future.

Resolved: Members Hobbs / Gibbs

THAT the meeting be re-convened in formal session at 7.33pm.

K7.1 Minutes of Meeting No. K6 of the Katikati Community Board held on 19 July 2017

The Board considered the minutes of K6 of the Katikati Community Board held on 19 July 2017 as circulated with the agenda.

Resolved: Councillor Mackay / Member Gibbs

THAT the minutes of meeting no. K6 of the Katikati Community Board held on 19 July 2017 as circulated with the agenda, be confirmed as a true and accurate record.

Change to Order of Business

The Chairperson requested that the next item of business be the Draft Long Term Plan Budget - Katikati in order to release the Finance Manager from the meeting at the conclusion of this item.

Resolved: Member Hobbs / Councillor Williams

THAT in accordance with Standing Orders the order of business be changed and that the item Draft Long Term Plan Budget be dealt with as the next item of business.

K7.2 Draft Long Term Plan Budget

The Board considered a report from the Democracy Advisor dated 16 August 2017 as circulated with the agenda.

The Finance Manager spoke to the report and advised the Board that the Katikati Community Board Operating Budget for 2019 was not expected to be much different that the current budget approved by the Board in November 2016 for 2017/2018.

The Board did however, have to consider options in regard to the annual costs for security monitoring and operating for CCTV installations at Katikati. The Board had a line item allocation for security for \$2,000 but to-date CCTV costs had been met by Council. The Board was advised that if they were to pay for full monitoring (17 cameras for 24/7 monitoring) and network management costs - the total cost would be \$6,540.00 per annum.

The Board was advised that the finance team would be presenting a first draft budget to the Council Long Term Plan workshop to be held on 19 October and it was important that the Board had their recommended Draft Operating Budget figures for that meeting.

The Finance Manager explained the line items within the Board's operating budget noting that salaries were determined by the remuneration authority and interdepartmental charges were determined by overhead cost allocations.

The Finance Manager also advised the Board that they needed to give consideration to projects and funding commitments they wished to allocate from the Board's reserve account for inclusion in their Long Term Plan.

The Board thanked the Finance Manager for his attendance and clarification of the respective finance items.

The Katikati Community Board advised that they would consider the Draft Long Term Plan Budget - Operating Costs at their next workshop and advise their decisions, for inclusion in a further report for adoption at their next Board meeting to be held on 11 October 2017.

Resolved: Member Gibbs / Councillor Mackay

1. *THAT the report from the Democracy Advisor dated 16 August 2017 and titled Draft Long Term Plan Budget be received.*
2. *THAT further consideration of the Katikati Community Board Operating Budget be given at the Board's next workshop, and the recommendations made by the Board put forward at the next Katikati Community Board meeting for confirmation on 11 October 2017.*

K7.3

Chairperson's Report

The Board considered a report from the Chairperson dated 14 August 2017 as circulated with the agenda.

K7.3.1

Traffic and Parking Enforcement Bylaw 2008 - 2017 Annual Review

The Board received the Traffic and Parking Enforcement Bylaw 2008 - 2017 Annual Review at their last meeting and request that the following amendments be included in the recommendation to put forward to the

Operations and Monitoring Committee for the Traffic and Parking Enforcement Bylaw 2008 - 2017 Annual Review for Katikati:

Additional suggestions to the Traffic and Parking Enforcement Bylaw 2008 2017 Annual Review for Katikati are:

Goods/Service Loading Zones

Add:

Main Road (western side)

In front of the Museum. (2 parks)

Disabled Car Park

Change current Loading Zone outside ANZ Bank to **Disabled** Car Park

Mobility Parking

Main Road (western side)

Immediately north of Kotahi Lane

Staff advised that the Loading Zone outside ANZ was not in the schedule therefore no deletion required.

It was noted that these suggestions would be incorporated into item K7.7 Traffic and Parking Enforcement Bylaw 2008 2017 Annual Review for Katikati on the agenda.

K7.3.2

No Parking - Carisbrooke Street from Beach Road to Jocelyn Street

The Board would consult and seek feedback from the businesses/property owners that may be affected by the installation of the suggested No Parking Lines on Carisbrooke Street - from Beach Road to Jocelyn Street on the West side to relieve congestion and collision risk with buses.

The placement of the No Parking Lines would be subject to consensus and community feedback.

K7.3.3

Consultation and Engagement

Members of the Board and Councillors have been involved in several consultation and engagement events recently where it had been observed that members of the community had a range of different understandings and expectations on 'having their say'. For example: "Some people think that if they come along and have their say, that will mean Council will carry out the wishes of those people, and if Council doesn't carry out their wishes, that means no one listened."

The Board would seek advice from the Communication Engagement Team to write a couple of articles for publication, explaining the consultation/engagement process and the need for elected members/staff to gather ideas and understand what the community was thinking, to enable good decision making. This did not mean that everyone would get

what they wanted. The democratic process could also be explained briefly and in simple language, emphasise that elected members have the responsibility for decision making.

K7.3.4 **Kotahi Lane Car Park Surfacing**

Staff advised that the metalling of the carpark had not been a condition of sale for the Kotahi Lane land area. Due to the wet weather conditions there had been a delay in removing some of the excess dirt and rehabilitating the Kotahi Lane site. Council would upgrade the car parking area and formalise the parking spaces but in the meantime it was available for parking in its unformed state.

K7.3.5 **Planting of Maple Trees**

The Board had met with the Parks and Reserves Facilities Manager and decided to plant the Maple Trees on Moore Park along the East side of Middlebrook Drive, inside the fence line, from Fairview Road, south, past the entrance to the Rugby clubrooms to where the retaining wall begins. The trees would be spaced no more than ten metres apart, with extra trees purchased by the Board if necessary to complete the avenue.

K7.3.6 **Katikati Community Board Meet and Greet Event**

The Katikati Community Board would host their next meet and greet event in the near future at the Katikati War Memorial Hall. The Board was advised that the Dave Hume Pool Committee was looking at holding a public open day to show off the improvements to the pool complex and it was suggested that this may be a good opportunity for the Community Board to combine their meet and greet event with the Dave Hume Pool open day.

Specifics relating to a date and time would be further discussed with Dave Hume Pool Trust members.

Resolved: Members Hobbs / Warren

THAT the Katikati Community Board Chairperson's Report dated 14 August 2017 be received.

K7.4 **Councillor's Report**

The Board considered a report from Councillor Williams dated 22 August 2017 as circulated with the agenda.

Councillor Williams advised that discussions had been held relating to:

- The kiwifruit industry and future impacts with projections associated with the increasing volumes of production, transportation and worker numbers and accommodation requirements.
- Council would be undertaking a review of pensioner housing and housing in general looking at the changing needs for the future in the District.
- Council was working through a Waste Management and Minimisation Policy that would be presented for adoption towards the end of the year.
- The Representation Review (as prescribed under the Local Electoral Act) was required to be undertaken by the local authority at least every six years. The review included - decisions relating to the electoral system and Maori Wards and Representation. Boards would be kept informed of the discussion and future consultation to be undertaken in relation to the representation review.
- Coastal Erosion
Council had considered the draft Inner Harbour and Coastal Erosion Management Policy on 16 August 2017 and advised the renaming of the Policy to Coastal Erosion Response Policy 2017. Decisions relating to the policy would be released after the next Policy Committee meeting to be held on 7 September 2017.
- Cycleway/walkway Omokoroa
The first completed section Omokoroa cycleway/walkway had been opened and was proving extremely popular. The cycleway/walkway would ultimately link to Tauranga City and the proposed linkages with the Hauraki rail trail, Waihi to Waihi Beach, would ensure that the future availability of these trails would be a huge attraction to the district.
- The Policy on Rental for Encroachments on Council Land set out a framework for how Council may charge rental for the private use of unformed roads and reserves, where there was a financial benefit for the user. The Policy set out the conditions under which Council would charge an annual rental for encroachments on unformed roads and reserves, where there was a significant private benefit to the occupier. The policy became effective on 1 August 2017.
- The Board was advised that Council had approved the Ongare Point community wastewater scheme in response to a majority of residents voting in support. Most residents had indicated they would pay a one-off fee with a small majority preferring a long term 15 year pay-off of \$1570 per year. Expected landowner contributions were similar to those recently approved for the Te Puna West wastewater scheme.
- Katikati Library Contract
The Board was advised that the construction contract for the new Katikati Library had been let.

Resolved: Councillor Williams / Mackay

THAT the report from Councillor Williams dated 22 August 2017 be received.

K7.5 **Katikati Library - Update August 2017**

The Board considered a report from the Group Manager Technology, Customer and Community dated 16 August 2017 as circulated with the agenda.

The Board was advised that a Mayoral Panel had been set up to consider potential names for the yet-to-be-built Katikati library.

Board members noted that the Irish ancestry and early settlement history of Katikati and suggested that this connection needed to be given consideration in regard to a potential name for the new Katikati Library. It was important that input from the local Māori partnerships in the area were also considered.

It was also noted that the users of the new library should be able to relate to the name now and for the future.

Resolved: Members Hobbs / Gibbs

THAT the Group Manager Technology, Customer and Community report dated 16 August 2017 and titled Katikati Library Update be received.

K7.6 **New Road Names - Katikati**

The Board considered a report from the Environmental Consents Manager dated 25 July 2017 as circulated with the agenda.

Resolved: Member Gibbs / Councillor Williams

1. *THAT the Environmental Consent Manager's report dated 25 July 2017 and titled "New Road Names – Katikati" be received.*
2. *THAT it be recommended to the Regulatory Hearings Committee that pursuant to Section 319 and 319a of the Local Government Act 1974, the Regulatory Hearings Committee adopt the following road name for the new road-to-vest arising out of subdivision consent S/B/11613, Highfields Road, Katikati:*

"Vesey Drive"

3. *THAT it be recommended to the Regulatory Hearings Committee that pursuant to Section 319 and 319a of the Local Government Act 1974, the Regulatory Hearings Committee adopt the following new private-way name arising out of subdivision consent S/B/11613, Highfields Road, Katikati:*

"Fothers Lane"

K7.7 **Traffic and Parking Enforcement Bylaw 2008 2017 Annual Review - August 2017**

The Board considered a report from the Transportation Operations Manager dated 16 August 2017 as circulated with the agenda.

Resolved: Members Hobbs / Gibbs

1. *THAT the Transportation Operations Manager's report dated 29 June 2017 and titled Traffic and Parking Enforcement Bylaw 2008 - 2017 Annual Review - July 2017 be received.*
2. *THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.*
3. *THAT the Katikati Community Board recommends to the Operations and Monitoring Committee the following amendments in the Schedule of the Traffic and Parking Enforcement Bylaw 2008:*

Maximum 3 hour parking

Park Road (eastern side)

All angle vehicle parking spaces in the parking area at the north end of Park Road.

Maximum 4 hour parking

Talisman Road Parking Area

All ordinary and angle vehicle parking spaces.

Bus Stands

THAT pursuant to clause 1.1(a) of Part 1 of this Bylaw, the parking of vehicles except buses is prohibited in accordance with the signs in the following locations:

Middlebrook Drive (western side)

To the north of the Moore Park access.

Middlebrook Drive (eastern side)

To the south of the Moore Park access.

Goods/Service Loading Zones

Add:

Main Road (western side)

In front of the Museum. (2 parks)

Disabled Car Park

*Change current Loading Zone outside ANZ Bank to **Disabled** Car Park*

Mobility Parking

Main Road (western side)

Immediately north of Kotahi Lane

Note The Loading Zone outside ANZ is not in the schedule therefore no deletion required.

***Prohibited Stopping or Standing of Vehicles
(No Stopping) Broken Yellow Lines***

Add

Clive Road (west side)

From the intersection with Beach Road generally south for 29m

Clive Road (east side)

From the intersection with Beach Road generally south for 59m

K7.8 **Infrastructure Services Report Katikati - August 2017**

The Board considered a report from the Deputy Chief Executive dated 26 July 2017 as circulated with the agenda.

K7.8.1 **Metered Water Supply Charging**

It was advised that to-date approximately 2500 water meters in Waihi Beach and Katikati had been installed. For customers whose meters were installed since 1 July 2016, their water rate would reduce from an unmetered Uniform Annual Charge (UAC) to a metered UAV from 1 July 2017. Customers would pay a set charge for the water supply and then a charge based on how much water they used.

K7.8.2 **Highfields Subdivision Stormwater Detention Pond Conversion - Reference MAS K417.4.1**

In March 2015, (Reference K11.3.6) The Board resolved to "commit up to \$30,000 from the Katikati Community Board Reserve Fund to undertake a feasibility study for the environmental enhancement of the Highfields Stormwater Pond." To date, \$20,000 of that funding commitment had been allocated towards a feasibility study and associated reports.

Following an on-site meeting with staff and Board Members and Jim Davidson in August 2017 it had been agreed that four groundwater test monitoring bores be installed around the existing stormwater pond, with the results reported back to the Board

Resolved: Councillor Mackay / Member Warren

THAT in accordance with Resolution K11.3.6 Highfields Environmental Enhancement that two groundwater monitoring bores be funded from the remaining balance of \$10,050.00.

Resolved: Councillor Mackay / Member Warren

THAT the Deputy Chief Executive report dated 26 July 2017 and titled Infrastructure Services Report Katikati - August 2017 be received.

K7.9

Council, Standing Committee and Community Board Meetings

The Board considered a schedule of meetings for the month of October and November 2017.

Resolved: Members Hobbs / Mayo

THAT the schedule of meetings for October and November 2017 be received.

The meeting concluded at 8.35pm.

Confirmed as a true and correct record.

J Hobbs
Chairperson
Katikati Community Board

Date

K7

Western Bay of Plenty District Council

**Minutes of Meeting No. MC7 of the
Maketu Community Board held on 5 September 2017
in the Maketu Community Centre
commencing at 7.00pm**

Present

Members S Beech (Chairperson), G Cantlon (Deputy Chairperson), R Clark, and W McFadyen and Councillor K Marsh

In Attendance

R Davie (Group Manager Policy, Planning and Regulatory) P Watson (Reserves and Facilities Manager), D McCall (Financial Accountant for Agenda Item MC7.2) and A Alty (Democracy Advisor)

Others

Eight members of the public and one member of the press.

Apologies

It was noted that Councillor Scrimgeour was on leave of absence.

Public Forum

Resolved: Councillor Marsh / Member Cantlon

THAT the meeting adjourn for the purpose of holding a public forum.

Residents from Town Point Road - Regarding Parking of Heavy Vehicles

A number of residents attended the meeting to speak to the Board about the article that had been in the newspaper regarding complaints about parking heavy vehicles and vehicle noise in Town Point Road.

The truck drivers in attendance advised that the first they heard of the complaints was through the newspaper article and asked the Board why they had not approached them

when the complaints were first received as what was in the paper was not correct. The speakers advised that they had lived in the street for nine years now and were not aware of any complaints. They had approached immediate neighbours and ascertained that they had no concerns with the trucks being parked, or noise in the immediate area. Those in attendance asked:

- What exactly was the underlying issue?
- Why did you (the Board) not come and see us?
- Who made the complaints – why did they not come to us with their concerns?
- Who went to the newspaper?

They said that they had come here expecting to meet with the complainants to talk through their concerns. They said they were truck drivers, and did not want to get up at 4.00am every morning but that was their livelihood, and their work to support their families.

The attendees stated that it was disappointing that they did not have the opportunity to hear the other side of the conversation from those who have complained as they were not here.

The Chairperson advised that concerns about parking and the early morning start-up noise of the heavy trucks had been reported by members of the public to the Board.

The truck drivers understood that there was some noise when they started their trucks, perhaps five minutes of it. It was commented that noise was a part of daily lives, and we all had noises that woke us (for instance a crying baby) and we all adjusted, learned to cope in our own family and environment situation.

They further stated that if the people with concerns and the Board representatives had come to them in the first place they would not have this situation that brought them here to this Board meeting to address this matter.

The Chairperson thanked those who had spoken to the Board advising that he appreciated hearing their side of the situation. He noted that he had been disappointed with aspects of the newspaper article in the way it had been reported.

A resident noted that he had a truck driver living next door to him and had had experienced no problems with any parking or noise issues in the immediate vicinity. It was highlighted that Maketu was not a growth node in the district and was a rural area and it was important that the residents all communicated and came together as a community to talk through any issues of concern.

The attending Group Manager advised there was no Council bylaw to prohibit the parking of heavy vehicles over a certain tonnage throughout the Western Bay of Plenty district. In 2015, there had been a request to instigate a bylaw to Prohibit Heavy Vehicles Parking in Residential/Urban Street and this had not been supported by Council. The instigation of a bylaw was not supported by staff, and was not an efficient way to deal with the problem and difficult to enforce. It had been found that the best way to deal with similar problems was through conversation and communication.

It was clarified that if any further complaints were received in regard to the parking of heavy vehicles and noise the Chairperson would ensure that both the complainants and the truck drivers/residents of the specific areas where there was thought to be a problem would be advised so all parties could get together and talk through any concerns. The Reserves and

Facilities Manager sought clarification from the truck drivers that they would not be parking on the new footpath currently being constructed up Town Point Road. The truck drivers gave an assurance that they would not park on the new footpath.

Maketu Projects Team

A member of the public asked if the Maketu Projects Team still advised/worked in liaison with the Community Board. The Chairperson advised that there had been a public meeting the week before that looked at how the Maketu Projects Team should move forward in the community. The Maketu Projects Team would continue to liaise with the Community Board to highlight what the community wanted and needed.

The phrase "We are Maketu - Maketu is us" from the original Maketu Community Plan highlighted the need for communication, conversation and community.

The Reserves and Facilities Manager asked if the new footpath currently under construction on Town Point Road affected the parking of heavy trucks. The attending drivers advised that they parked on the other side of the road or off the road on their properties and would not cause any damage to the pathway.

The attending members of the public thanked the Board for the opportunity to speak at the meeting. In reply, the Chairperson thanked those in attendance for coming to the meeting and recognised that the dialogue had been positive.

Resolved: Councillor Marsh / Member McFadyen

THAT the meeting be re-convened in formal session at 7.25pm.

MC7.1 Presentation: Western Bay Museum

Paula Gaelic, the Manager and Curator of the Western Bay Museum at Katikati, gave a presentation noting that it had been twelve months since her last report to the Maketu Community Board. Ms Gaelic advised that over the last year the museum had gone from strength to strength, highlighting:

- Some significant items had been gifted to the Katikati Museum, whereas they may have gone to the Te Papa Museum in Wellington.
- The number of visitors and participating educational groups had increased.
- While the museum was based at Katikati – it was hoped to enable more exhibitions of other Western Bay districts.
- Over 70 volunteers had attended Te Papa Workshops, expanding their knowledge of Conservation and Collection Management, Collection Administration, Research, Front of House management, educational programming and management of tours.

The Western Bay Museum Manager advised that she was working in liaison with a Maketu contact in regard to securing guidance and support for the care of local Maketu Taonga.

The Board thanked the Western Bay Museum Manager and Curator for her presentation.

MC7.2 Minutes of Meeting No. MC6 of the Maketu Community Board held on 25 July 2017

The Board considered the minutes of meeting MC6 of the Maketu Community Board held on 25 July 2017 as circulated with the agenda.

Resolved: Members McFadyen / Cantlon.

THAT the minutes of Meeting No. MC6 of the Maketu Community Board held on 25 July 2017 as circulated with the agenda be received and confirmed as a true and correct record.

Change to Order of Business

The Chairperson requested that the next item of business be the Draft Long Term Plan Budget - Maketu in order to release the Financial Accountant from the meeting at the conclusion of this item.

Resolved: Members Cantlon / Beech

THAT in accordance with Standing Orders the order of business be changed and that the item Draft Long Term Plan Budget be dealt with as the next item of business.

MC7.3 Draft Long Term Plan Budget

The Board considered a report from the Democracy Advisor dated 16 August 2017 as circulated with the agenda.

The Financial Accountant spoke to the report and advised the Board that the Maketu Community Board Operating Budget for 2019 was not expected to be much different that the current budget approved by the Board in November 2016 for 2017/2018.

The Board did however, have to consider options in regard to the annual costs for security monitoring and operating for CCTV installations at Maketu. The Board had a line item allocation for Security for \$2,000 but to-date CCTV costs had been met by Council. The Board was advised that if they were to pay for full monitoring (five cameras for 24/7 monitoring) and network management costs - the total cost would be \$4,020 per annum. The Chairperson noted that he had been in contact with the CCTV provider and was looking at upgrading/replacing some of the cameras which may also impact on monitoring and management costs.

The Board was advised that the finance team would be presenting a first draft budget to the Council Long Term Plan workshop to be held on