



MEETING — AGENDA —

Ngā Take

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Western Bay of Plenty
District Council

KATIKATI COMMUNITY BOARD

Poari Hapori

K13
Wednesday, 6 June 2018
Katikati Library and Service Centre
7.00pm

Notice of Meeting No K13 Te Karere

Katikati Community Board Poari Hapori

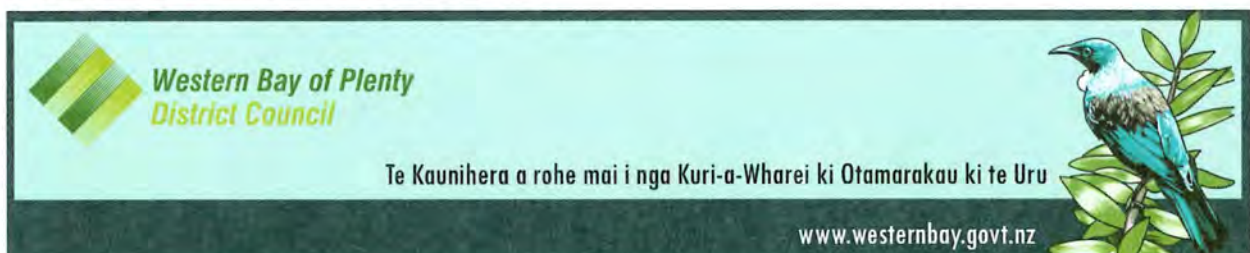
Wednesday, 6 June 2018
Katikati Library and Service Centre
7.00pm

Members:

J Hobbs (Chairperson)
B Gibbs (Deputy Chairperson)
N Mayo
B Warren
Councillor P Mackay
Councillor M Williams

Media
Staff

Miriam Taris
Chief Executive Officer
Western Bay of Plenty District Council



Katikati Community Board

Mangai o Te Kaunihera

Role and Purpose of Community Boards

- To represent, and act as an advocate for, the interests of their communities
- To consider and report on all matters referred by Council and its Committees, or any matter of interest or concern to the community board
- To maintain an overview of services provided by Council within the community
- To prepare an annual submission to the Council for expenditure within the community
- To communicate with community organisations and special interest groups within the community
- To undertake responsibilities as delegated by Council or its Committees

Delegated Functions

Subject to compliance with Council strategies, policies, plans and legislation:

- To maintain an overview of road works, water supply, sewage, stormwater, parks, recreational facilities, community activities and traffic management within the community and make recommendations to Council and its Committees in accordance with their delegated functions
- To report and make recommendations to Council and its Committees in accordance with their delegated functions on issues facing respective communities to promote public participation and communication within respective communities
- To undertake tasks, powers and functions as may be delegated by Council or its Committees in accordance with their delegated functions from time to time
- To control, expend and monitor funds as allocated by Council
- To allocate Community Board reserve funds to specific capital non-recurring projects for council assets on council land

Or

In accordance with allocations which have been approved through the annual plan process:

- To have input into Council and its Committees on issues and plans affecting the respective communities
- To provide an effective mechanism for community feedback to Council
- To receive reports from Council appointees on Council matters relevant to the Community Boards

Agenda for Meeting No. K13

Pages

**Present
In Attendance
Apologies**

Public Forum (If Required)

A period of up to 30 minutes is set aside for a public forum. Members of the public may attend to address the Board for up to three minutes on items that fall within the delegations of the Board provided the matters are not subject to legal proceedings, or to a process providing for the hearing of submissions. Speakers may be questioned through the Chairperson by members, but questions must be confined to obtaining information or clarification on matters raised by the speaker. The Chairperson has discretion in regard to time extensions.

Such presentations do not form part of the formal business of the meeting, a brief record will be kept of matters raised during any public forum section of the meeting with matters for action to be referred through the customer contact centre request system, while those requiring further investigation will be referred to the Chief Executive.

Recommendation

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

K13.1

Presentation: Katikati Taio

A representative of Katikati Taio will give an update presentation to the Board.

Recommendation

THAT the update presentation from Katikati Taio be received.

K13.2	Minutes of Meeting No. K12 of the Katikati Community Board held on 2 May 2018	7-18
	A copy of the minutes are attached.	
	Recommendation	
	<i>THAT the minutes of meeting no. K12 of the Katikati Community Board held on 2 May 2018 as circulated with the agenda, be confirmed as a true and accurate record.</i>	
K13.3	Council Decisions on Board Recommendations - May 2018	
K13.3.1	Naming of the Katikati New Library and Community Space	19-20
	Attached is a report from the Democracy Advisor dated 17 May 2018.	
K13.3.2	Options to Change Unformed Thompsons Track to Recreation Reserve	21-22
	Attached is a report from the Democracy Advisor dated 17 May 2018.	
K13.4	Chairperson's Report	23-30
	Attached is a report from the Chairperson dated 21 May 2018.	
K13.5	Councillor's Report	31
	Attached is a report from Councillor Williams dated 23 May 2018.	
K13.6	New Library Project Update - May 2018	32-33
	Attached is a report from the Customer Relationships Manager dated 28 May 2018.	
K13.7	Infrastructure Services Report Katikati - June 2018	34-48
	Attached is a report from the Deputy Chief Executive dated 10 May 2018.	

K13.8 **Financial Report Katikati - April 2018** 49-51

Attached is a report from the Management Accountant dated 15 May 2018.

K13.9 **Council, Standing Committee and Community Board Meetings** 52

Attached is a schedule of meetings for the months of June and July 2018

Recommendation

THAT the schedule of meetings for June and July 2018 be received.

Western Bay of Plenty District Council

**Minutes of Meeting No. K12 of the
Katikati Community Board held on 2 May 2018
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

E Holtsbaum (Group Manager Technology, Customer and Community Services), S Harvey Roding Engineer (East/West) and A Alty (Democracy Advisor)

Others

Councillor D Marshall and 12 members of the public.

Public Forum

Resolved: Member Hobbs / Councillor Mackay

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

The Chairperson invited the advised speakers and any other attending members of the public to take part in the Public Forum.

The Pakeke Lions Club of Katikati - Outdoor Gym Proposal

Roger Stiles spoke to a proposal put forward by the Pakeke Lions Club of Katikati for the installation of outdoor gymnasium facilities at suggested points in Katikati.

The Board welcomed the initiative of the Pakeke Lions Club, and the Chairperson advised that the item would be in her report to the next Board meeting on 6 June 2018, which would include comment from the Reserves and Facilities Manager.

Mr Stiles advised that he was aware of the Community Matching Fund application process that was open from 12 June to 12 July 2018.

Application for Mural Town and Museum Tourist Signage on State Highway Two

Jacqui Knight advised the Board that Katch Katikati and the Western Bay Museum had made another application to the New Zealand Transport Agency for tourist signage relating to Katikati Mural Town and the Western Bay Museum. The application had been made in accordance with the provision of NZ Transport Agency's Traffic Control Devices Manual Part 2: Direction, Service and General Guide Signs, Section 6.0: Tourist Signs.

The signage requested to be installed at various locations was itemised as follows:

Mural Town and Museum 5 km from Katikati -

- One North of Katikati Town on the left side of State Highway Two facing south travelling traffic sited approximately 250m south of the Tuapiro Road intersection.
- One south of Katikati Town opposite and to the north of the Forta Leza Country Inn on the left side of State Highway Two facing north travelling traffic, site approximately 550m south of the Lund Road intersection.

Signs relating to the Museum only were proposed in two location in the northern and southern parts of Katikati town.

Museum 600m on right

- Northern Katikati Town State Highway Two (Waterford Road) roughly opposite the Highfields Drive intersection next to an existing park bench and approximately 120m south-east of Mulgan Street
- South Katikati Town State Highway Two adjacent to Seeka Coolstore and packhouse facility on the left hand side facing north travelling traffic site approximately 100m north of Wharawhara Road intersection - approximately 1.3km from the Museum.

The Board thanked Ms Knight for again furnishing an application for the signage and looked forward to being advised of a successful outcome.

Vegetation Overgrowth on Footpath

Jim Davison asked that a service request be submitted to clear away the overgrown vegetation and rubbish that is blocking the footpath on the Main Road (left hand side going north) from the Kotahi Lane entrance to the Uretara Stream bridge (and up to Highfields Drive as required). Agapanthus and other vegetation was covering at least half of the footpath width, which was now dangerously narrow and very slippery in the wet.

A service request would be initiated for this item.

Haiku Path Walkway and Mobility Crossing Access

Phil Kristofferson spoke to the Board outlining his concern that the Haiku Path/walkway was just over a metre wide - only wide enough for one mobility scooter travelling one way and parts of the pathway were steep and if a mobility scooter user fell, they would fall into the path of traffic.

He highlighted that there were to be many more additional houses planned to be built along the walkway and this would mean more people using the walkway. People were at risk (particularly mobile scooter users) when they had to cross over the main highway.

Mr Kristofferson was advised of the safer crossing route using the Haiku Bridge pathway.

Comment was also made about the untidy state of a vacant commercial premise in the township that should be tidied. Board members advised that while acknowledging the comment, this was private property and there was no authority to compel the owner to clean up the premises.

Resolved: Members Hobbs / Warren

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

K12.1

Presentation - Dave Hume Pool Trust

The Board considered a presentation from Ann Billing and Graeme Thomson from Dave Hume Pool Trust about their proposal for an Indoor Aquatic Centre – Serving Katikati, the Western Bay of Plenty and Beyond.

The presenters outlined the current situation relating to the Dave Hume Pool noting:

- The current pool was built as a collaborative community project in 1973
- The pool was open for 26 weeks of the year.
- The pool was used by Katikati College on an irregular timetable basis - as set up in a historical agreement.
- The length and depth of the pool presented health and safety issues and this impacted on the use of the pool.
- The pool did not meet the current code of compliance for swimming events.
- It would not be cost effective to retrofit the pool to enable improved access for users.

The development and implementation of an indoor aquatic facility would:

- Enable water safety training throughout the year.
- Ensure pool use for all sectors of the community.
- Provide year-round swim coaching.
- Provide year-round access for swimming squads.
- Contribute to tackling health issues in our community including obesity.
- Provide access for special interest and school groups.
- Meet the needs of our increasing ageing population.
- Meet needs as expressed by patrons in a recent survey which overwhelmingly endorse an indoor facility.
- Future proof adequate swimming facilities for the region.
- Create a multi-use facility to cater for a greater sector of our community.
- Enhance local economic development with the running of swimming and multi-sport events.

The Chairperson advised that the Katikati Community Board had registered their support for "the building of an aquatic centre in the Western end of

the district to meet the needs of the growing populations in Waihi Beach, Katikati and Omokoroa”.

The representatives of the Dave Hume Pool Trust thanked the Board for the opportunity to make their presentation to the Board.

Resolved: Members Gibbs / Mayo

THAT the presentation from Dave Hume Pool Representatives be received.

K12.2

Minutes of Meeting No. K11 of the Katikati Community Board Held on 14 March 2018

The Board considered the minutes of K11 of the Katikati Community Board held on 14 March 2018 as circulated with the agenda.

Resolved: Councillor Mackay / Member Gibbs

THAT the minutes of meeting no. K11 of the Katikati Community Board held on 14 March 2018 as circulated with the agenda, be confirmed as a true and accurate record.

K12.3

Chairperson's Report

The Board considered a report from the Chairperson dated 18 April 2018 as circulated with the agenda.

K12.3.1

Naming of Katikati New Library and Community Space

At a meeting chaired by Mayor Webber in February and attended by Councillors Mackay, Marshall and Williams, Community Board Members Hobbs and Gibbs (Mayo and Warren were apologies) and Community Leaders Paula Gaelic, Steve Graveson and Jacqui Knight it was recommended that the name for the new Katikati Library and Community Hub be called The Centre. Subsequently, at a workshop held on 6 April 2018, the Community Board discussed additional naming options for the new facility and chose the Maori name that had already been successfully consulted with the community - Pātuki Manawa. The Board felt this name met the Local Authority Responsibilities for Standards for New Zealand Public Libraries, was generally well received in the Facebook community engagement and was a good fit for the Katikati Town Centre.

Resolved: Member Hobbs / Councillor Williams

1. *THAT the Katikati Community Board agree that the name of the new Katikati Library and Community Hub complex be 'The Centre' and confirm that the name 'Pātuki Manawa' (meaning the beating heart) be adopted for reference to new Library/Community Hub and Town Centre.*

2. *THAT the Katikati Community Board recommend to Council that Council formally adopt the name of the new Katikati Library and Community Hub complex as 'The Centre' and that the name 'Pātuki Manawa' (meaning the beating heart) be adopted for reference to new Library/Community Hub and Town Centre.*

K18.3.2 **Funding for Kitchen Fit-Out for the New Library**

The Board has agreed to fund the fit-out of the Kitchen in the hub at The Centre. The funding allocation is to be made subject to the Board being satisfied that the project has been rigorously managed, and there is insufficient funds for the kitchen from the original budget. The provision of up to \$30,000 from the Katikati Community Board Reserve Account would assist the completion of the kitchen in the hub of The Centre.

Resolved: Councillor Mackay / Member Mayo

THAT the Katikati Community Board allocate funding up to \$30,000 for the fit-out of the kitchen in the new Katikati Library and Community Hub from the Katikati Community Board Reserve Account, subject to the Board being satisfied that the project budget had been rigorously managed and there were insufficient funds for the kitchen from the original budget.

K12.3.3 **Parking Items**

The Roading Engineer (East/West) advised the Board that there had been some delay in getting the road/parking lines marked (in line with the approved Katikati Parking and Bylaw 2008-2017 Review. The required road marking was now underway and should be completed in the near future.

K12.3.4 **Moore Park - Park and Ride Bus Stop**

The Roading Engineer (East/West) advised that he had been informed of the proposed Moore Park and Ride Bus stop proposal. A flyer for the proposal was being developed to ensure the park and ride options were promoted. The proposed four-hour time limit for parking near the Memorial Hall, would encourage people to use the park and ride facility at Moore Park.

At this stage, the installation of a bus stop at Moore Park was not planned.

K12.3.5 **Digglemann Park Public Toilet Update**

The Board was advised that the public toilet signage was now in place. Board Member Warren questioned the cost of the signage and installation, noting that if this was an example of general contract pricing then the

Board should be questioning why it was so expensive when (in his opinion) the work could have been done at half the price.

The Roading Engineer (East/West) explained that any work for Council had to be undertaken by an approved and certified provider to ensure the work was completed to Council standard, and there were other factors involved such as health and safety and traffic management requirements which had to be considered and all came at a cost.

It was noted that this was a valid point to raise and the Community Board wanted to ensure that they were getting the best value for money.

K12.3.6 **Katikati Long Term Plan Submission**

A copy of the Katikati Community Board 2018-2028 Long Term Plan submission presented to Council by the Chairperson on 19 April 2018 was circulated with the Chairpersons Report.

K12.3.7 **Community Matching Fund**

The Board was advised that the Community Matching Fund would be open for applications from 12 June to 12 July 2018. It was important that community groups were made aware of the opportunity to submit application to the fund.

Resolved: Members Hobbs / Gibbs

THAT the Katikati Community Board Chairperson's Report dated 18 April 2018 be received.

K12.4 **Councillor's Report**

The Board considered a report from Councillor Mackay dated 17 April 2018 as circulated with the agenda.

K12.4.1 **Long Term Plan Process**

Council Mackay acknowledged the work undertaken by staff in the 'Have Your Say' and community engagement relating to the 2018-2028 Long Term Plan consultation process.

Final submissions were to be received by Friday 4 May 2018 and Council would adopt the final Long Term Plan document on Thursday 28 June 2018.

K12.4.2 **State Highway Two Katikati Bypass and Traffic Safety and Congestion**

The Board was advised that submissions to the Government Policy Statements relating to State Highway Two, Katikati Bypass and Traffic Safety and Congestions treatments closed at 5.00pm on Wednesday 2 May 2018. The work of Mayor Webber and Council towards securing commitment from Central Government and the New Zealand Transport Agency for the State Highway Two improvements to be raised to a higher priority on the Land Transport Plan priority list was acknowledged.

Safety on the northern arterial route was paramount with increasing traffic volumes outrunning infrastructure and compromising people's safety every time they travelled on this section of State Highway Two. Research showed that overall accidents on the section of highway between Waihi and Tauranga were not speed related, but the sheer volume of traffic on the road saw the slightest mistake or inattention turn to tragedy in the blink of an eye.

The Board was reassured that Council would continue with their lobbying to obtain a positive outcome for the State Highway Two safety improvements and ultimately the Katikati Bypass.

K12.4.3 **Residential Development Katikati and Omokoroa**

Indication had been given that there was little ease in the number of building permits being issued. The domino effect within the building/construction industry trickled down to pressure on many other associated services causing timing and availability delays.

K12.4.4 **Anzac Day Commemorations**

Councillor Mackay acknowledged the positive comments received about the recent Anzac Day commemoration services throughout the District. He noted that it was very pleasing to see increasing numbers of people attending the services and the ownership of respective ceremonies that held specific significance for each community in their own right.

Resolved: Councillor Mackay / Members Hobbs

THAT the report from Councillor Mackay dated 17 April 2018 be received.

K12.5 **Community Board Grant Applications - May 2018**

The Board considered a report from the Democracy Advisor dated 16 April 2018 as circulated with the agenda.

The Board considered four applications for Community Board Grant funding.

- Terelle Carroll applied for funding of \$2,000 to assist with the associated costs for organising celebrations of recognising 125 years since New Zealand became the first self-governing country in the world in which all women had the right to vote in parliamentary elections. The group was also looking at establishing a scholarship in recognition of the suffrage movement.
- Lorraine Julie Langford applied for funding of \$3,000 for cost associated with putting on a Christmas Market.
- Katikati Justices of the Peace applied for funding of \$1,500 for expenses incurred for undertaking duties as a Justice of the Peace.
- Katikati Cancer Support Group applied for funding of \$500 for the tutor/instructor for the weekly exercise classes for women diagnosed with cancer.

Resolved: Councillor Williams / Member Gibbs

1. *THAT the report from the Democracy Advisor dated 16 April 2018 and titled Community Board Grant Applications May 2018 be received.*
2. *THAT the Katikati Community Board approve the following grant to be funded from the Katikati Community Grants 2017/2018 account subject to all accountabilities being met.*

<i>Suffrage 125 - Terelle Carroll.....</i>	<i>\$2,000.00</i>
<i>Katikati Justices of the Peace.....</i>	<i>\$1,500.00</i>
<i>Katikati Cancer Support</i>	<i>\$500.00</i>

3. *THAT the Katikati Community Board not approve the grant application from Lorraine Langford for costs towards organising a Christmas market as it was felt that this was a commercial venture.*

K12.6

Katikati Library Update

The Board considered a report from the Customer Relationships Manager dated 16 April 2018 as circulated with the agenda.

Resolved: Member Hobbs / Councillor Mackay

THAT the Customer Relationships Manager report dated 16 April 2018 and titled New Library Project Update be received.

K12.7 **Animal Services Activities Katikati - January-March 2018**

The Board considered a report from the Compliance and Monitoring Manager dated 16 April 2018 as circulated with the agenda.

Resolved: Councillor Williams/ Member Warren

THAT the Compliance and Monitoring Managers report dated 13 April 2018 and titled Animal Services Activities Katikati - January-March 2018 be received.

K12.8 **Options to Change Unformed Thompsons Track Road to Recreation Reserve**

The Board considered a report from the Legal Property Officer dated 5 April 2018 as circulated with the agenda.

At the Community Board meeting (K6 19 July 2017) the Board requested a report on the options relating to move a change in the designation from road to recreation reserve for a section of Council owned unformed road area of Thompsons Track which runs through the Kaimai-Mamaku Forest Park.

A report was received by the Board outlining the process and statutory requirements to change the road to Recreation Reserve, as requested by the Katikati Community Board in their meeting of 19 July 2017.

The Board was advised of potential costs of a road stopping process. The Board was aware that consultation with Matamata Piako District Council, Department of Conservation and local Iwi would need to be undertaken as part of the road stopping process. It was also noted that overall ownership of the stopped road would be retained by Council, should in the future, a change back to road reserve from recreation reserve be required.

The delegated authority to proceed with the Road stopping under the Public Works Act 1981 process lies with Council's Chief Executive Officer.

Resolved: Councillor Mackay / Member Gibbs

1. *THAT the Legal Property Officer's report dated 5 April 2018 and titled Options to Change Unformed Thompsons Track Road to Recreation Reserve 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 recommend to Council, that consideration be given to the commencement of the Road Stopping Process and the setting aside of that land for Reserve.*

K12.9 Infrastructure Services Report Katikati - May 2018

The Board considered a report from the Deputy Chief Executive dated 16 April 2018 as circulated with the agenda.

K12.9.1 Katikati Recycling Centre

The Board was very pleased to see a trial being undertaken to increase the operating hours at the Katikati Recycling Centre every Thursday from 9.00am to 4.00pm. During these extended hours the public would be asked to participate in a short survey to understand the recycling habits of the community and to gauge the use of the centre on specific days.

Board members acknowledged the work of the recycling staff - noting that they were the 'quiet heroes' in the community. The Board would like to see a promotion flyer/newspaper article about the increased opening hours at the Katikati Recycling Centre.

K12.9.2 Options for Changing Designation from Road Reserve to Recreation Reserve - MAS K617 3.1.2

The Board noted that the Minute Action Sheet showed this reference as being complete - when in fact it was still under action and asked that the 'under action' status for this topic be reinstated until the item was fully completed.

K12.9.3 Walkway/Cycleway Developments at Katikati

Council Williams noted that there was a lot of expense and exposure relating to the walkways/cycleways being developed at Omokoroa and other parts of the District and it was important that focus was also given to the planned developments in Katikati.

The Chairperson advised that the Beach Road walkway/cycleway loop would be completed by the end of June. This was to be developed as an 'all weather' route and would enable access to the Tutaetaka Island Urupa. Planting and pest control measures needed to be undertaken in this area as soon as possible.

The Board was advised that the 'Somerset' track was also due to be developed in the near future.

K12.9.4 Bird Walk Erosion - MAS Reference K11 18 8 4

The Reserves and Facilities Manager advised that the following information relating to the Yeoman Walkway would be included in the Operations and Monitoring Committee Information Pack - Yeoman Cycleway/Walkway - Culvert and Erosion Issues:

"Staff have been working with the Bay of Plenty Regional Council on a solution for the erosion that has threatened the Yeoman walkway. Unfortunately it has been brought to our attention that Western Bay of Plenty District Council will need to apply for consent for both the rock revetment and the floodgate.

In regard to the rock revetment, the Bay of Plenty Regional Council have confirmed that their Stream Works Consent, 64684, does not cover this activity in the Coastal Marine Area where the site was located.

It had also been suggested that the floodgate be put on the end of the culvert. Replacing a floodgate structure was generally a permitted activity though the Yeoman culvert situation becomes complicated by the fact that the area behind is estuarine wetland and the floodgate will be changing the hydrological regime. The fact the floodgate was intentionally removed 12 years ago with the permission of the then landowner, the paddocks have been subject to tidal flow all that time which has allowed for considerable reversion to a saltmarsh ecosystem, even though it is weedy. This simply means a consent was necessary to replace the floodgate. This matter could be considered at the same time as the rock revetment.

Council has approximately 20 metres of reserve land between the existing walkway and the adjoining private properties, which would allow the walkway to be rerouted if required. In the meantime, the walkway was not at any significant risk of imminent failure. Staff would initiate the required consent requirements with Bay of Plenty Regional Council for the erosion protection works and the flood gate."

The Board agreed that full engagement with the owner of the wetland, the Bay of Plenty Regional Council, Western Bay of Plenty District Council staff and members of the Katikati Community Board and the Katikati Community needed to be undertaken as soon as possible.

Resolved: Councillor Williams / Members Gibbs

That the Katikati Community Board support Western Bay of Plenty District Council staff initiating the consent requirements with the Bay of Plenty Regional Council for the Yeoman Walkway rock revetment erosion protection works and the floodgate as a matter of urgency.

K12.9.5

Earle Drive Parking

The Roding Engineer (East/West) had met with business owners and Board members on site at Earle Drive and discussed parking options and possible solutions to alleviate the congestion in the immediate vicinity of the respective business premises.

Resolved: Members Hobbs / Mayo

THAT the Deputy Chief Executive dated 16 April 2018 and titled Infrastructure Services Report Katikati - May 2018 be received.

K12.10 **Financial Report Katikati - February 2018**

The Board considered a report from the Management Accountant dated 3 April 2018 as circulated with the agenda.

Resolved: Councillor Mackay / Member Warren

THAT the Management Accountant's report dated 3 April 2018 and titled Financial Report Katikati - February 2018 be received.

K12.11 **Council, Standing Committee and Community Board Meetings**

The Board considered a schedule of meetings for the months of May and June 2018.

Resolved: Members Hobbs / Councillor Williams

THAT the schedule of meetings for May and June 2018 be received.

The meeting concluded at 9.10pm.

Confirmed as a true and correct record.

J Hobbs
Chairperson
Katikati Community Board

Date

K12

Western Bay of Plenty District Council

Katikati Community Board

Council Decision on Board Recommendation – May 2018 - Naming of the Katikati New Library and Community Space

Executive Summary

The following is a decision adopted by Council based on the recommendation from the Katikati Community Board Meeting (K12) held on 2 May 2018.

The report is provided for information purposes only.

Remit from Council – C15 Meeting held on 17 May 2018

C15.5 **Recommendatory Report from the Katikati Community Board - Naming of the Katikati New Library and Community Space**

Council considered a report from the Democracy Advisor dated 3 May 2018 as circulated with the agenda. In comment it was noted that there had been consideration given to names representing the different heritages of Katikati and the recommendation was the result of robust discussion in the community.

Resolved: Williams / Mackay

1. *THAT Council formally adopt the name of the new Katikati Library and Community Hub complex as 'The Centre' and that the name 'Pātuki Manawa' (meaning the beating heart) be adopted for reference to new Library/Community Hub and Town Centre.*
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.*

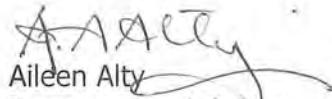
Date 17 May 2018

Open Session

Subject Council Decisions on Board Recommendation – May 2018 – Naming of the Katikati New Library and Community Space

Recommendation

- 1. THAT the report of the Democracy Advisor dated 17 May 2018 titled Council Decisions on Board Recommendations – May 2018 in regard to naming the new Katikati Library and Community Hub Complex and that the name Pātuki Manawa' (meaning the beating heart) be adopted for reference to new Library/Community Hub and Town Centre.***


Aileen Alty
Democracy Advisor

Western Bay of Plenty District Council

Katikati Community Board

Council Decision on Board Recommendation - May 2018 - Options to Change Unformed Thompsons Track to Recreation Reserve

Executive Summary

The following is a decision adopted by Council based on the recommendation from the Katikati Community Board Meeting (K12) held on 2 May 2018.

The report is provided for information purposes only.

Remit from Council – C15 Meeting held on 17 May 2018

C15.6 **Recommendatory Report from the Katikati Community Board - Options to Change Unformed Thompsons Track Road to Recreation Reserve**

Council considered a report from the Democracy Advisor dated 2 May 2018 as circulated with the agenda. In response to questions the Deputy Chief Executive advised as follows:

- As an unformed road there was no current option to close this area to vehicle access, however there could be barriers if it became a recreation reserve.
- The road stopping process would need to consider issues relating to the Department of Conservation and also whether or not, in the future, the status on this part of the reserve may need to revert to road.
- The indicative costs referred to in the report related to the land within the Western Bay of Plenty District Council boundaries.

Members noted that given the number of issues to explore staff should in the first instance investigate the proposal prior to reporting back to the Operations and Monitoring Committee on whether or not to proceed with the road stopping process.

Resolved: Scrimgeour / Mackay

1. *THAT Council, give consideration to and approve the investigation of*

Date 17 May 2018

Open Session

Subject Council Decision on Board recommendation – May 2018 – Options to Change Unformed Thompsons Track to Recreation Reserve

the Road Stopping Process for the Unformed Thompsons Track Road and the setting aside of that land for Reserve.

2. *THAT the report relates to an issue that is considered to be of medium significance in terms of Council's Significance and Engagement Policy.*

Recommendation

THAT the report of the Democracy Advisor dated 17 May 2018 titled Council Decision on Board Recommendations – May 2018 in regard to Options to Change Unformed Thompsons Track to Recreation Reserve be received.


Aileen Alty
Democracy Advisor

Western Bay of Plenty District Council

Katikati Community Board

Chairperson's Report – June 2018

1. Operational Matters – Projects Pending or in Progress

1.1. CCTV Placement at Katikati

The Board met with a representative of the approved security systems provider on Friday 18 May 2018 for a workshop and discussed the amended pricing for the installation of seven close circuit television recording cameras. As at May 2018 the installation of the seven requested cameras had not been undertaken and a new price, that included costing for the installation of the required wiring/ground works not shown in the original quote had now been received.

The Board noted that they had recommended an increase in their Long Term Operating Cost budget for Security to be \$6,500 for the period 2019 to 2028.

Recommendation:

1. THAT the Katikati Community Board rescind the Katikati Community Board recommendation K4.7.2 (April 2017) CCTV Placement at Katikati as outlined below:

- **That the Katikati Community Board confirm the allocation of up to \$16,500 funded from the Katikati Community Board Reserve Account for the purchase and installation of seven close circuit TV recording cameras linked to the existing Council and Community Board CCTV network at the following locations:**

- **Beach Road and Park Road roundabout**
- **Moore Park Skate Park**
- **George Vesey Stewart Reserve - in the vicinity of the scout den corner of the carpark**

2. THAT the Katikati Community Board consider other security options as discussed with the Council approved CCTV provider at a Katikati Community Board Workshop held on 18 May 2018 and bring a further recommendation to the table at a later date.

1.2 **Bus Shelter for Middlebrook Drive Park and Ride Bus Stop**

With the instigation of parking in Talisman Drive to 4 hour parking and the Park and Ride bus service being implemented a bus shelter in the vicinity of the Park and Ride Bus Stop at Moore Park was now required. It was important that commuters be encouraged to use the park and ride options made available and to this aim a shelter was required.

Parking at Talisman Drive has become limited to 4 hour parking now to try and encourage commuters using the public bus service to park at Moore Park during (week) days – thus freeing parking spaces in the Talisman Drive area for town centre visitors needing retail/consumer short term parking. The following approved Bylaw recommendation was adopted by Council (C9) on 2 November 2017:

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

The Roding Engineer (East/West) will provide an update regarding the positioning, type of shelter and estimation of the cost at the meeting. A map of Moore Park is attached for information.

Attachment A

1.3 **Kotahi Lane Car Park**

The Board has registered its dissatisfaction that the Kotahi Lane car park is not meeting requirements in that there is no signage indicating the availability of car parking, and the overall surface was rough and muddy. The area was not being used as a public car park because in general not many people knew of its availability for the purpose of parking.

The Roding Engineer (East/West) has advised that he would investigate the installation of signage (erected on the existing posts still in place after the removal of the Taylor Bros signage) advising public car parking availability at Kotahi Lane and also provide an update on access and surface improvements to the Kotahi Lane carpark.

2. Community Issues**2.1. Pakeke Lions Club of Katikati – Outdoor Gym Proposal**

At the Katikati Community Board Meeting K12 held on 2 May 2018, Roger Stiles made a presentation on behalf of the Pakeke Lions Club of Katikati relating to the set-up of an outdoor gym in Katikati.

The proposal outline an initial budget of \$55,000 made up of the following:

Equipment Supply	\$33,000
Site excavation	\$2,500
Concrete slab	\$5,000
Equipment set-up	\$2,500
Ancillary paving etc	\$5,000
Building consent	\$2,000
Contingencies	\$5,000
	\$55,000 (inclusive of GST)

The Pakeke Lions Club of Katikati indicated that they believed they could fund \$20,000 from within the Club and an associate organisation.

It was indicated that they believed another \$10,000 from either some charities or by approaching other local services clubs and businesses.

The Pakeke Lions Club of Katikati sought the Katikati Community Board's approval in principal for the proposal on an agreed suitable site. The Pakeke Lions Club would bring back firm details to the Board along with costs and responsibilities for the project as the proposal progressed.

Recommendation:

THAT the Katikati Community Board support the proposal for an outdoor gym as put forward by the Pakeke Lions Club of Katikati.

2.2. Pakeke Lions Club of Katikati – Request for Funding for Hanging Baskets

Attached is a letter from Ron Boggiss on behalf of the Katikati Pakeke Lions, seeking funding for the refurbishment of the hanging flower baskets that are placed along Katikati Main Street during the summer. **Attachment B**

Over previous years funding for the hanging baskets has been allocated from the Katikati Community Board Street Decoration Account.

Recommendation:

THAT the Katikati Community Board approve the allocation of \$2,000 to the Pakeke Lions Club of Katikati for the upgrade of the Main Street hanging baskets and required water timers funding from the Katikati Community Board Street Decoration account.

2.3 **Katikati Boating Club**

The Reserves and Facilities Manager has advised that original application from the Katikati Boating Club to establish a shipping container at MacMillan Reserve had been withdrawn.

The Katikati Boating Club was looking at an alternative site at the end of Beach Road on the right hand side of the boat ramp. The Board fully supported the new plan of a container on reserve land on the south side of Beach Road.

The Reserves and Facilities Manager has advised that he was currently coordinating a meeting with the Katikati Boat Club representative, Tangata Whenua and the immediate neighbour of the Beach Road site before completing a report that would be presented to the next Operations and Monitoring Committee to be held on 21 June 2018.

3. **Community Board Strategies - Future Directions**

3.1. **Community Engagement Day – Katikati 6 June 4pm to 6.30 pm**

The Board has agreed that the next Katikati Community Board Engagement Event will be held on Wednesday 6 June 2018 from 4.00pm at the Katikati Memorial Hall. The community engagement event will be immediately prior to the Community Board meeting and will cover the following topics:

- Cycle Friendly Katikati – Katikati Cycle Group
- Remembrance Boards and Honours Boards
- Katikati Taiao - Local People leading Local Initiative
- Dave Hume Pool Trust – new aquatic centre
- Katikati Community Sports Groups – proposed new grounds and buildings
- Issues relating to the new marae, Urupa and housing concerns
- Draft Reserves and Facilities Bylaw 2018 – Tuapiro Point

4. **Significant Council Processes – Community Engagement**

Item for Information - Draft Reserves and Facilities Bylaw 2018 – Have Your Say

Western Bay of Plenty District Council is amending its Reserves and Facilities Bylaw 2012 and is seeking your views on the proposed changes. Following this review, Council will revoke its Reserves and Facilities Bylaw 2012 and replace this with the Western Bay of Plenty District Council Reserves and Facilities Bylaw 2018.

The purpose of the bylaw is to provide for the orderly management and control of Council reserves and facilities for the benefit and enjoyment of all users of these areas. This helps us to:

- protect the public from nuisance,

- protect, promote, and maintain public health and safety, and
- minimise the potential for offensive behaviour in public places.

Tuapiro Point

A change is proposed to the provisions that currently allow horses on Tuapiro Point. The bylaw identifies where horses can go and requires the removal of horse waste to protect significant cultural and ecological values at Tuapiro Point. The review also provides an opportunity to incorporate Council direction from 2015 on the use of Remotely Piloted Aircraft Systems (including drones) on Council owned land.

Have your say

You are invited to make written comments, suggestions or objections to the draft bylaw which should include your name and address and whether you wish to speak in support of your feedback.

Please read the Statement of Proposal.

Feedback opens on Monday 14 May and closes on Monday 9 July.

Recommendation

THAT the Chairperson's Report to the Katikati Community Board for June 2018 be received.

Jenny Hobbs
Chairperson
Katikati Community Board



Ron Boggiss

10 Belmont Rise

Katikati

25-4-2018

The Katikati Hanging Baskets are now at the end of their life for the present season and will be taken down tomorrow Thursday 26 April. The problem remains to have a person to oversee the servicing of the system although they remain under the overall care of Katikati Pakeke Lions.

Costs approximate \$2000.00 yearly for the purchase of plants, liners and replacement of some baskets each year.

Although we have some funds remaining we seek allocation of grant money, \$2000.00 for purchase of supplies for the coming season and upgrade of the system. Most of the water timers have been in place for over 15 years and we intend to replace them all with a common and standard design this winter. There also remains the cost of servicing the water reticulation lines as also most of this has been in service for many years.

The Community Boards assistance in making money available would be greatly appreciated.

Ron Boggiss

Western Bay of Plenty District Council

Katikati Community Board

Councillors Report – June 2018

Councillor Williams will provide a verbal update at the meeting on the following topics:

- State High Two Update
- Long Term Plan – the final chapter
- Facilities in the Community Fund
- Animal Shelters
- Katikati/Waihi Beach Reserve Management Plan Review in conjunction with the Reserves and Facilities Bylaw
- Update on Tauriko West

Mike Williams
Councillor
Katikati Community Board

Western Bay of Plenty District Council**Katikati Community Board****New Library Project Update**

Purpose and Summary

This report has been prepared to provide the Community Board with a project update. The project continues to progress well against the completion programme.

Recommendation

- 1. THAT the Customer Relationships Manager report dated 16 April 2018 and titled New Library Project Update be received.***



Barbara Whitton
Customer Relationships Manager

1. Impact of additional funding received

Funding received from the Lion Foundation of \$50,000 has enabled the inclusion of one of two operable walls within the hub building.

Funding received from the Katikati Community Board of \$30,000 has enabled the inclusion of kitchen joinery, sink, tapware and appliances for the hub building.

2. Future plan to remain within budget

Final quotes have been received for library shelving and furniture, and orders have been placed. It continues to be necessary to exclude other items from the project until alternative funding is found. At this point this includes:

Item	Cost
2 nd operable walls	\$40,000
Community hub furniture	\$18,172
External bench seats (x 6) of current design	\$11,350

3. Current status

The latest financial report (from Crowther & Company), supplied to the project control group for the 19 May meeting shows expenditure at expected levels for this stage of the project:

Construction budget	68%
Professional fees	83%
Consents & council fees	100%
Fit-out (FF&E)	0%
Contingency	34%
Digital Enablement	18%
Lion Foundation	0%
Community Board	0%

Western Bay of Plenty District Council
Katikati Community Board
Infrastructure Services Report Katikati
June 2018

Purpose and Summary

This report provides specific information on infrastructure activities of interest to the Board.

Minute Action Sheets

The current Board Minute Action Sheets are attached to this report. The resolution to receive this report includes receipt of the Minute Action Sheets. **Attachment A**

Recommendation

- 1. THAT the Deputy Chief Executive Officer's Report dated 10 May 2018 and titled Infrastructure Services Report Katikati June 2018 be received.***



Approved

Gary Allis
Deputy Chief Executive

1.0 Utilities

1.1 Water Meter Installation Project - WSZ (Western Supply Zone)

The installation of water meters in the Waihi Beach, Pio Shores, Athenree and Katikati towns is all but complete with the last few meters to be installed and removing a few cross-connections. The upgrading of backflow devices in the surrounding rural areas will continue over the coming month to complete the project.

The aim is to have work completed by 30 June 2018. Council would like to thank residents for their assistance throughout this project.

1.2 Ongare Point Wastewater Scheme Preliminary Investigations

Currently a Septic Tank Effluent Pump (STEP) wastewater system is proposed for the Ongare Point community. Resource Consents have been granted by the Bay of Plenty Regional Council and Western Bay of Plenty District Council for the construction of the treatment plant, reticulation and treatment plant discharge.

Construction on reticulation began in early April 2018. The design for the Treatment Plant is now complete and takes into account the consent conditions. Installation of tanks on private property is now underway. The Treatment Plant construction will begin in late May 2018.

1.3 Katikati Wastewater Treatment Plant Resource Consent Renewal

In May 2016, Council lodged an application with the Regional Council to renew the Consent for discharge of treated wastewater for a 20-year term. Staff have received draft Consent conditions for review and will be meeting with BOPRC in May to finalise the conditions.

The draft Consent conditions submitted with the application requires Council to look at alternative options for the long-term discharge of the treated wastewater from the Katikati Wastewater Treatment Plant.

A working group has been formed that includes Tangata Whenua, Councillors and Community Board representatives. The group has been meeting on a regular basis to assess the various options available. Meetings held to date have discussed beneficial reuse of wastewater and were productive. Potential sites have been narrowed down for the beneficial reuse option and these sites are currently being investigated further by technical consultants. The next meeting is scheduled for 21 May 2018. At the next meeting the group will look at options relating to discharge to water.

1.4 Thompsons Track Pump Station

Works completed to improvements to the water supply boost pumps including storage tanks.

1.5 Wills Road Wastewater Pump Station - Katikati

Emergency Storage Tanks. Tanks have been installed and commissioned. Electrical cabinet to be replaced after tanks commissioned.

1.6 Katikati Recycling Centre

During the month of March 2018 Vehicle numbers entering the Katikati site have steadily increased, with Vehicle numbers in excess of 375 being recorded during a three hour period. An increase in glass being brought to the site is seen as part of the increased numbers, but also may be a reflection on the number of property owners choosing to cancel their private arrangement with kerbside operators.

While the increase in customers bringing their commodities to the centre is a positive outcome, with less going to landfill the traffic flows and vehicular movements within the centre while off-loading their recycling is posing a significant risk to both the public and staff who manage the centre.

During the month of May, Council is conducting a trial every Thursday by extending the opening hours of the recycling centre from 9.00am to 4.00pm. On these days a survey will be conducted with customers being asked to participate in a short survey to understand the recycling habits of the Katikati community and to gauge if they will use the centre on a Thursday afternoon.

A sign have been placed on the gate informing customers of the trial during the month of May and handouts are available to the public at the centre as well.

1.7 Licensing waste collectors - Waste Management and Minimisation Bylaw 2013

Letters have gone out to known waste collectors to apply and pay to become a licenced waste collector in the district as per the requirements of the Waste Management and Minimisation Bylaw 2013. A Public Notice to Licence will appear in the different newspapers over the next 14 days. Information to the effect is also on Council's website from 16 May 2018. Applications to become a licenced waste collector in the district need to be in by 15 June 2018. Licences will be issued by 1 July 2018.

2.0 Reserves

2.1 Kauri Point Jetty – Walkway Re-Decking

The timing for the completion of the jetty re-decking is dependent on the outcome of the Kauri Point Jetty access road landslip repairs implementation. The unfinished section of the jetty walkway deck is being regularly monitored to ensure it remains safe to use. However, vehicle access to the jetty is required to maintain it. The only other access to the jetty is via the water (boat/barge operation), which will add significant cost to complete walkway deck renewal. If the access road remains closed then other options for the jetty and the public toilet need to be considered such as permanent closure and/or demolition (note – the BOPRC Resource Consent in place places legal responsibility on Council to maintain the jetty).

2.2 Haiku Park to Henry Road Cycleway/Walkway

An information sign design concept has been prepared by a local Katikati artist and will be submitted to the Board for feedback on design and funding.

3.0 Strategic Property

3.1 Katikati Library

A number of small design changes have had to be made and as a consequence, there have been some time delays and some additional costs that have had to be absorbed in to the contract.

Staff have created savings to accommodate these additional costs to still remain in budget.

4.0 Development Engineering and Projects

Nothing new to report this month.

5.0 Emergency Management

5.1 Training

Ongoing regular meetings with WBOPDC EOC roster staff to discuss their role and provide them with information and resources to further develop their skills and understanding.

5.2 Coming up

Exercise Ruapehu II: A training exercise for the Incident Management Team at the Western Zone Emergency Operations Centre is planned for 29 June 2018. This three hour facilitated desktop discussion will focus on responding to a volcanic ash fall event.

The three key objectives for the exercise are:

- To introduce the Checklist Compendium which we have developed over the past year in response to demand for more structured guidance to event management;
- To discuss the key principles of successful function team management;
- To integrate these two objectives, through exercising an IMT meeting and the development of an Incident Action Plan.

6.0 Rooding

6.1 Katikati Town Centre Improvement

The Council has recently submitted to the Draft Government Policy for Transportation Statement, the draft Regional Transport Plan, the Transport Agency Investment programme and NZTA's investment assessment framework, which all deal with State Highway improvements affecting the sub region.

The outcome of these draft documents will be determined by the end of August 2018 at which time the project priorities and timing will become clearer.

6.2 Community Rooding Katikati

Fairview Road kerb and channelling programmed to be completed prior to end of July 2018.

Stewart Street design complete and approved by Community Board. Added to WestLink's Programme of Works but at this stage no start date has been confirmed.

6.3 Community Road Budget

Current Account:	\$	Status:
Current Account Opening Balance 1 July 2017	\$169,974	
Allocation for 2017/18	\$158,945	
Subtotal:	\$328,919	
Committed Projects:		
Street Tree Planting	\$10,000	Ongoing
Flag Trax System K21.7	\$17,116	Complete
Fairview Road Kerb & Channel K617.7	\$96,000	Expected completion July 2018
Stewart Street Widening K617.7	\$140,000	Design phase complete
Mulgan Street Works	\$60,000	Design phase complete
Library Footpath and Plaza - Resolutions K18.9	\$150,000	Expected completion July 2018
Henry Road Footpath	\$TBA	Site inspection - May 2018
Beach Road Footpath	\$TBA	Site inspection - May 2018
Earl Drive Parking Improvements	\$TBA	Site inspection - May 2018
Indicative NZTA Minor Improvement Subsidy	(\$118,000)	No timeframe
Mulgan Street Works (Developer Invoiced)	(\$30,000)	No timeframe
Subtotal:	\$325,116	
Projected Current Account Balance 30 June 2018:	\$3,803	

Community Board Report

KATIKATI COMMUNITY BOARD 19/07/2017

Remit Title **Katikati Community Roding Programme**

Remit Number K617 7

Owner RE1

Status COMPLETE

Complete Date 22 May 2018

Confidential

Resolution 1. THAT the Transportation Operations Manager's report dated 23 June 2017 and titled Katikati Community Roding Programme 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 Fairview Road kerbing along the frontage of Moore Park be adopted as first priority at a total estimated cost of \$96,000 in the Minor Improvement Project category, with \$48,000 to be covered by the Katikati Community Roding Account.

4. THAT Stewart Street Widening to 8m with kerbing and a footpath be adopted as second priority at a total estimated cost of \$140,000 in the Minor Improvement Project category, with \$70,000 to be covered by the Katikati Community Roding Account.

5. THAT staff report back to the Katikati Community Board on options and more detailed estimates for widening Henry Road and for constructing a footpath on Beach Road between Prospect Drive and McMillan reserve.

Actions

22 May 2018: Refer to the Katikati Community Roding Programme Report. This MAS is closed as actions will be reported in the Community Roding section of the Infrastructure report from hereon.

11 April 2018: Refer to the Katikati Community Roding Programme Report.

1 March 2018: Henry Road and Beach Road footpath options are currently on hold as Council's priority for WestLink at this time is to focus on the Omokoroa to Tauranga Cycleway Project due to the timing of funding.

15 January 2018: No change due to work overload.

1 Nov 2017: Awaiting pricing from WestLink.

4 Oct 2017: No change since last month's update. WestLink are still in the process of finalising pricing for Fairview Road kerb and channel and Stewart Street widening.

12 Sept 2017: WestLink are finalising pricing for Fairview Road kerb and channel and Stewart Street widening. A report and price options for Henry Road and Beach Road Cycleways will be provided at the next Community Board meeting in November.

11 August 2017: Staff are undertaking final negotiations relating to price and programming for the Fairview Road kerb and channel project and the Stewart Street widening and will report back to the Community Board on priced options for Henry Road and Beach Road footpath/cycleways.

KATIKATI COMMUNITY BOARD 11/10/2017

Remit Title **Bird Walk Erosion**

Remit Number K817 3.4

Owner RFM

Status UNDER ACTION

Complete Date

Confidential

Resolution The Chairperson advised that at a recent meeting of the Katikati Trails Committee an option to re-shape the walkway around the slip area, with consideration given to installing a bridge or double pipe crossing to alleviate erosion was now being considered. The proposed re-shape of the area would involve removing and replanting some of the flaxes around the bottom of the proposed pathway.

It was important to consider the long term vision for the area and give consideration to the present bird life and future habitat environs.

Actions **15 May 2018: An email update from the Reserves & Facilities Manager provided to the Community Board on 2 May 2018 advising of the current situation of the culvert and erosion issues. Staff have subsequently prepared an internal submission to the 2018/28 Long Term Plan for \$75k to be budgeted to obtain the required Consents and to install two culverts.**

18 April 2018: Staff continue to work with the Bay of Plenty Regional Council staff on erosion issues. Consideration is being given to put a floodgate on the culvert.

22 Feb 2018: A site meeting is still being arranged.

15 January 2018: No change to previous update.

7 Nov 2017: Staff have met with the BoP Regional Council to discuss the proposed erosion protection works. It was concluded, based on water flow modelling, that the existing pipe was undersized and needed to be replaced with two larger pipes in order to reduce the water velocity as it flows with the tides. Reducing the velocity of flow ultimately reduces the erosion.

WBoPDC and BoPRC staff are arranging to meet the owner of the adjoining wetland to discuss the matter further.

KATIKATI COMMUNITY BOARD 31/01/2018

Remit Title **Security Lighting for the Diggelman Park Toilet**

Remit Number K1018 2.7

Owner RFM

Status UNDER ACTION

Complete Date

Confidential

Resolution The Board had been advised of concerns that the back of the new toilets were dark, and it was suggested that uplighting be placed at strategic spots to illuminate the building and to also show off the native trees at night.

The Board was aware that the local Rotary Club had been responsible for uplighting the kauri tree in Diggelmann Park noting that additional lighting in the immediate vicinity of the new toilet block could be a community project and an approach would be made to them in this regard.

It was also suggested that some protective barriers be placed around the native trees, to protect them as much as possible.

Actions **15 May 2018: Options are still in the process of being investigated.**

18 April 2018: Lighting options are being considered.

28 Feb 2018: Staff are investigating options on how best to light up the area around the back of the toilets. Up-lighting will require excavation for the cabling.

With regards to erecting protective barriers around the trees, this is not recommended as digging holes for the barriers exposes the tree roots to disease e.g. Kauri dieback disease and would detract from the aesthetics of the tree and create additional maintenance costs.

KATIKATI COMMUNITY BOARD 14/03/2018

Remit Title	Earl Drive Industrial Area Parking
Remit Number	K1118 6.2
Owner	RE1
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	The Roding Engineer (East/West) advised that the current parking arrangements on Earl Drive would be evaluated and options considered to achieve a more functional roadway for the area and the industrial activities it served.
Actions	17 May 2018: Meeting attended by Roding Engineer, Community Board members, local business' and Councillors. Discussion and design options are under review by the Roding Engineer who will provide engineering design options for review with Board members. 11 April 2018: Information received. Site meeting at Earl Drive arranged with Katikati Community Board for Friday 27 April 2018.

KATIKATI COMMUNITY BOARD 2/05/2018

Remit Title	Parking Items
Remit Number	K1218 3.3
Owner	RE1
Status	COMPLETED
Complete Date	17 May 2018
Confidential	
Resolution	The Roothing Engineer (East/West) advised the Board that there had been some delay in getting the road/parking lines marked (in line with the approved Katikati Parking and Bylaw 2008 - 2017 Review). The required road marking was now underway and should be completed in the near future.
Actions	10 May 2018: This has been completed.

KATIKATI COMMUNITY BOARD 2/05/2018

Remit Title	Moore Park - Park and Ride Bus Stop
Remit Number	K1218 3.4
Owner	RE1
Status	COMPLETE
Complete Date	17 May 2018
Confidential	
Resolution	<p>The Roading Engineer (East/West) advised that he had been informed of the proposed Moore Park and Ride Bus stop proposal. A flyer for the proposal was being developed to ensure the park and ride options were promoted. The proposed four-hour time limit for parking near the Memorial Hall, would encourage people to use the park and ride facility at Moore Park.</p>
Actions	<p>At this stage, the installation of a bus stop at Moore Park was not planned.</p> <p>10 May 2018: Regional Council have been informed of the location of new Park n Ride system as well as the bus stop. Roading Engineer has requested Regional Council to update their website to reflect this change.</p>

KATIKATI COMMUNITY BOARD 2/05/2018

Remit Title	Katikati Recycling Centre
Remit Number	K1218 9.1
Owner	UM
Status	COMPLETE
Complete Date	14 May 2018
Confidential	
Resolution	<p>The Board was very pleased to see a trial being undertaken to increase the operating hours at the Katikati Recycling Centre every Thursday from 9.00 am to 4.00 pm. During these extended hours the public would be asked to participate in a short survey to understand the recycling habits of the community and to gauge the use of the centre on specific days.</p> <p>Board members acknowledged the work of the recycling staff - noting that they were the 'quiet heroes' in the community. The Board would like to see a promotion flyer/newspaper article about the increased opening hours at the Katikati Recycling Centre.</p>
Actions	<p>14 May 2018: The local newspaper, The Katikati Advertiser, will undertake the story on the proposed extended hours at the Katikati Recycling Centre and will promote the centre and what materials are accepted. The aim is to involve the entire recycling team.</p>

KATIKATI COMMUNITY BOARD 19/07/2017

Remit Title	Options for Changing Designation from Road Reserve to Recreation Reserve
Remit Number	K617 3.1.2
Owner	RFM
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	That the Chief Executive Officer be requested to provide a report on the options relating to move a change in the designation from road to recreation reserves for further consideration by the Board.
Actions	<p>15 May 2018: The adopted Resolution by the Board was reported to Council on 17 May 2018.</p> <p>The outcome of Council's decision will be reported back to the Board, with updates as reported in the Council Minute Action Sheet.</p> <p>Staff have supported the Board's recommendation on the basis that initial discussions be held with Matamata – Piako District Council, Department of Conservation and Tangata whenua to ascertain their respective views prior to engaging with the adjoining land owners and the general public.</p> <p>There are implications to the process and the detailed investigation is expected to take some months.</p> <p>16 April 2018: A report on the change of designation process has been completed.</p> <p>28 Feb 2018: Staff have prioritised the report to go to the next Community Board meeting.</p> <p>17 January 2018: No change.</p> <p>7 Nov 2017: The report has been delayed due to the current staff workload.</p> <p>13 Sept 2017: The report is in the process of being prepared.</p> <p>15 August 2017: A report will be provided to the Community Board once the background information has been gathered on the process to change Thompson's Track unformed road to reserve. Note that this process will require consultation.</p>

KATIKATI COMMUNITY BOARD 2/05/2018

Remit Title	Options for Changing Designation from Road Reserve to Recreation Reserve - MAS K617 3.1.2
Remit Number	K1218 9.2
Owner	PAE
Status	COMPLETE
Complete Date	15 May 20158
Confidential	
Resolution	The Board noted that the Minute Action Sheet showed this reference as being complete - when in fact it was still under action and asked that the 'under action' status for this topic be reinstated until the item was fully completed.
Actions	10 May 2018: MAS K617 3.1.2 was signed off as complete as it required a report on the options changing the road designation to a Recreation Reserve. This action was completed. MAS K617 3.1.2 has been reinstated.

KATIKATI COMMUNITY BOARD 2/05/2018

Remit Title	Bird Walk Erosion - MAS Reference K11 18 8 4
Remit Number	K1218 9.4
Owner	RFM
Status	COMPLETE
Complete Date	15 May 2018
Confidential	
Resolution	That the Katikati Community Board support Western Bay of Plenty District Council staff initiating the consent requirements with the Bay of Plenty Regional Council for the Yeoman Walkway rock revetment erosion protection works and the floodgate as a matter of urgency.
Actions	10 May 2018: Please refer to MAS K817.34 for future updates.

Western Bay of Plenty District Council
Katikati Community Board
Financial Report Katikati – April 2018

Purpose and Summary

This report provides the Community Board with a six-weekly monitoring of its operational budget.

Attached are the financial statements for the period up to 30 April 2018 (**Attachment A**).

Total operational costs are lower than budget for the year, including contingency, grants, mileage allowance, security, street decoration and inter-department charges.

Salaries are over budget year to date.

Grant payments made to date:

	\$
Christina Productions	500
Katikati Memorial Hall	3,404
Total grants to date	\$3,904

Committed - Operational expenditure

	\$
ANZAC Day Commemoration Wreath	200
Grants for Suffrage 125, Justices of the Peace and Cancer Support	4,000
Total outstanding operational commitments	\$4,200

2017/18 reserve analysis:

2017/18 Opening balance	\$117,329
Allocate funding (up to \$10,000) for roof tiles on Diggelman Park public toilet block [K9.6.1]	\$(6,461)
2017/18 Closing balance	\$110,868

Date
Subject

15 May 2018
Financial Report Katikati – April 2018


Open Session

Committed - Reserve expenditure

Council undertake a feasibility study (up to \$30,000) for the environmental enhancement of the Highfields Stormwater Detention Pond. To date \$19,950 has been spent [K11.3.6].	Up to \$(10,050)
CCTV cameras at the following locations [K4.7.2]: Beach Road and Park Road roundabout Moore Park Skatepark George Vesey Stewart Reserve	\$(16,098)
Kitchen Fit-Out for the new library [K18.3.2]	\$(30,000)
2017/18 Closing balance after committed	\$54,720

Recommendation

THAT the Management Accountant's report dated 15 May 2018 and titled "Financial Report Katikati – April 2018" be received.


Christie Tromans
Management Accountant

Approved


Ian Butler
Finance Manager

Minute Action Sheet	Position Code
For Action	MA1
For Info	FM

**Western Bay of Plenty District Council
Draft Income and Expenditure Statement
For the period ended 30 April 2018**

Katikati Community Board

	Year to Date				Full Year	Last Year
	Actual \$	Budget \$	Variance (Unfav)/Fav \$		Budget \$	Actual \$
Direct Costs						
Additional Levels of Service	0	0	0	<input checked="" type="checkbox"/>	0	0
Contingency - [see breakdown below]	373	4,580	4,207	<input checked="" type="checkbox"/>	5,500	6,706
Grants	3,904	6,670	2,766	<input checked="" type="checkbox"/>	8,000	8,000
Mileage Allowance	934	1,670	736	<input checked="" type="checkbox"/>	2,000	1,557
Salaries	21,691	21,568	(123)	<input checked="" type="checkbox"/>	25,435	26,570
Security	0	1,670	1,670	<input checked="" type="checkbox"/>	2,000	0
Street Decoration	2,181	3,920	1,739	<input checked="" type="checkbox"/>	4,700	5,448
Inter Department Charges	32,640	32,640	0	<input checked="" type="checkbox"/>	39,169	39,168
Total Operating Costs	61,721	72,718	10,997	<input checked="" type="checkbox"/>	86,804	87,448
Interest Expense	0	0	0	<input checked="" type="checkbox"/>	0	(7,204)
Total Direct Costs	61,721	72,718	10,997	<input checked="" type="checkbox"/>	86,804	80,244
Total Costs	61,721	72,718	10,997	<input checked="" type="checkbox"/>	86,804	80,244
Income						
Rate Income	73,987	72,340	1,647	<input checked="" type="checkbox"/>	86,804	97,502
Total Direct Income	73,987	72,340	1,647	<input checked="" type="checkbox"/>	86,804	97,502
Net Cost of Service	12,266	(378)	12,644	<input checked="" type="checkbox"/>	0	17,259
	0	0	0		0	0
Contingency - breakdown						
Katikati Hall Hire	118					
Advertisement for grant applications	254					
Year to date contingency costs	373					
Community Board Reserves						
Opening Balance - Surplus (Deficit)	117,329					
Fund Diggleman Park Public Toilet synthetic roof tiles from KK Comm Brd per [K9.6.1]	(6,461)					
(Decrease) Increase in year	(6,461)					
Closing Balance - Surplus (Deficit)	110,868					

**Western Bay of Plenty District Council
Formal Meeting Schedule 2018**

JUNE 2018			
Queen's Birthday - 4 June			
Omokoroa Community Board	5 June	7.00pm	Omokoroa Community Church
Community Committee	6 June	9.30am / 10.00am	Chambers
Katikati Community Board	6 June	7.00pm	Katikati Library and Service Centre
Long Term and Annual Plan Committee	7 June	9.30am	Chambers
Waihi Beach Community Board	11 June	6.30pm	Waihi Beach Community Board
Maketu Community Board	12 June	7.00pm	Maketu Community Centre
Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee	13 June	3.30pm	Chambers
Policy Committee	14 June	9.30am	Chambers
Te Puke Community Board	14 June	7.00pm	Te Puke Library and Service Centre
Operations and Monitoring Committee	21 June	9.30am	Chambers
Council	28 June	9.30am	Chambers
JULY 2018			
Meeting	Date	Time	Venue
Regulatory Hearings Committee (if required)	3 July	9.30am	Chambers
Regulatory Hearings Committee (if required)	4 July	9.30am	Chambers
Rural Committee	10 July	9.30am	Chambers
Waihi Beach Community Board	16 July	6.30pm	Waihi Beach Community Board
Omokoroa Community Board	17 July	7.00pm	Omokoroa Community Church
Katikati Community Board	18 July	7.00pm	Katikati Library and Service Centre
Maketu Community Board	24 July	7.00pm	Maketu Community Centre
Policy Committee	26 July	9.30am	Chambers
Te Puke Community Board	26 July	7.00pm	Te Puke Library and Service Centre