



MEETING - AGENDA -

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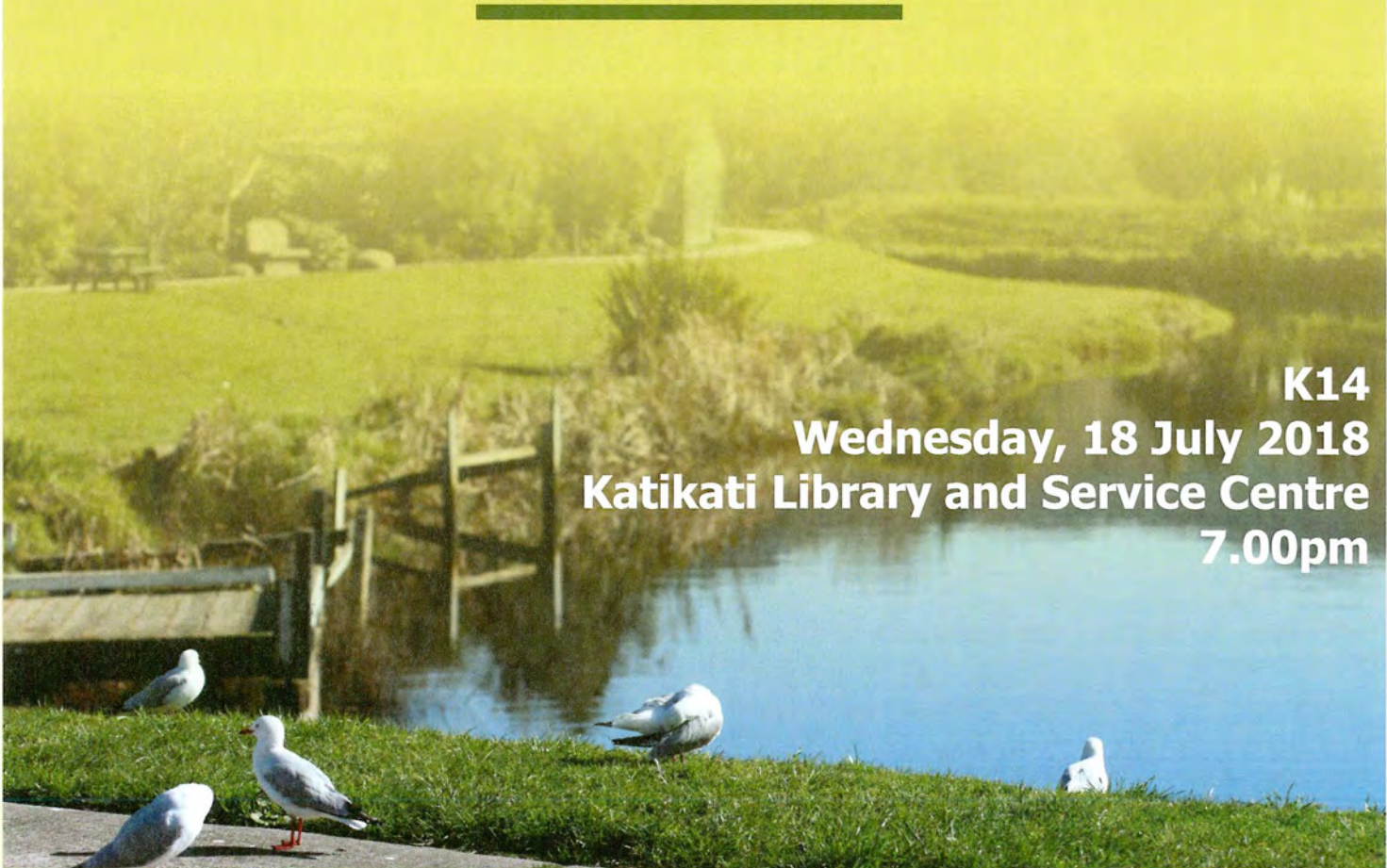
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KATIKATI COMMUNITY BOARD

Poari Hapori

K14
Wednesday, 18 July 2018
Katikati Library and Service Centre
7.00pm



Notice of Meeting No K14 Te Karere

Katikati Community Board Poari Hapori

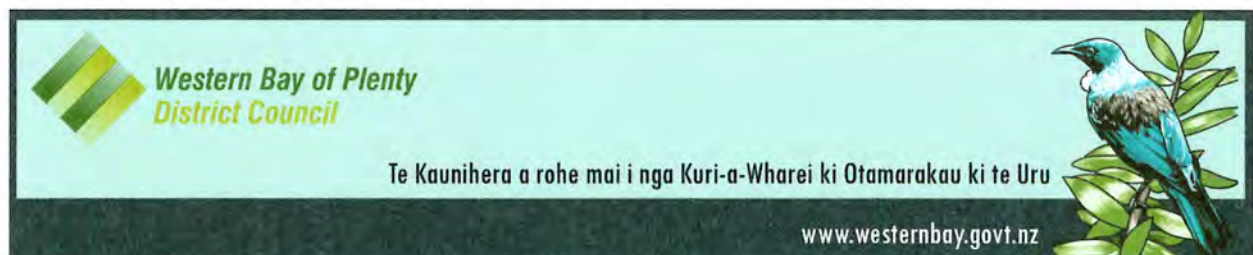
Wednesday, 18 July 2018
Katikati Library and Service Centre
7.00pm

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. K14

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.

K14.1

Presentation: Abbeyfield Project – Katikati Abbeyfield Steering Committee

Ineke Riley from the Katikati Abbeyfield Steering Committee will give a presentation to the Board

Recommendation

THAT the presentation from the Katikati Abbeyfield Steering Committee representative Ineke Riley be received.

| | | |
|-------|---|-------|
| K14.2 | <p>Minutes of Meeting No. K13 of the Katikati Community Board Held on 6 June 2018</p> <p>A copy of the minutes are attached.</p> <p>Recommendation</p> <p><i>THAT the minutes of meeting no. K13 of the Katikati Community Board held on 6 June 2018 as circulated with the agenda, be confirmed as a true and accurate record.</i></p> | 7-18 |
| K14.3 | <p>Representation Review Update</p> <p>Attached is a report from the Customer Relationships Manager dated 4 July 2018.</p> <p>The Group Manager Technology, Customer and Community Services will be in attendance and will speak to the report.</p> | 19-21 |
| K14.4 | <p>Chairperson's Report</p> <p>Attached is a report from the Chairperson dated 9 July 2018.</p> | 22-26 |
| K14.5 | <p>Councillor's Report</p> <p>Attached is a report from Councillor Mackay dated 9 July 2018.</p> | 27-28 |
| K14.6 | <p>Community Board Grant Application - July 2018</p> <p>Attached is a report from the Democracy Advisor dated 4 July 2018.</p> | 29-30 |
| K14.7 | <p>Infrastructure Services Report Katikati - July 2018</p> <p>Attached is a report from the Deputy Chief Executive dated 26 June 2018.</p> | 31-45 |
| K14.8 | <p>Draft Financial Report Katikati - June 2018</p> <p>Attached is a report from the Management Accountant dated 2 July 2018.</p> | 46-48 |

Council, Standing Committee and Community Board Meetings

Attached is a schedule of meetings for the months of August and September 2018.

Recommendation

THAT the schedule of meetings for August and September 2018 be received.

Western Bay of Plenty District Council

**Minutes of Meeting No. K13 of the
Katikati Community Board held on 6 June 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

K Perumal (Chief Finance Officer) and A Alty (Democracy Advisor)

Others

Nine members of the public.

Public Forum

Resolved: Members Gibbs / Mayo

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

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

Abbeyfield House Trust Project

Elizabeth and Bill Rae introduced themselves and spoke about the Abbeyfield House organisation, which had been operating in New Zealand for fourteen years. The following points were noted:

- There were numerous Abbeyfield Housing facilities throughout New Zealand.
- The concept of an Abbeyfield housing development provided individual units with shared living facilities similar to a flatting situation for people who were 65 years and older.
- The concept offered a warm supportive family-style independent lifestyle for elder residents with communal lounge, dining room, kitchen and laundry facilities, staffed by a housekeeper/cook who prepared two main meals a day.

- Volunteers committed time to the resident members assisting in daily independent self-management and involvement with fellow residents and the wider community.

The concept was run as a not for profit trust organisation involving volunteers in setting up and managing houses where the residents pay their share of costs. Each resident had their own room and each complex had its own housekeeper to look after the house and residents. The houses became focal points of goodwill and friendly contact within the local community. Abbeyfield rents were kept below the amount available from National Superannuation plus the accommodation supplement (which may be available to some applicants). There was no capital contribution required and residents paid a fortnightly rent.

An interest group of ten Katikati based people had been formed and securing land and supporters were the first steps that needed to be taken at this point. Interested persons were welcome to join the volunteer group at this time. The group was aware that there was a lot of fund raising to be undertaken to see the project aspirations project.

Substandard Footpaths in the Katikati Town Centre

Jacqui Knight from Katch Katikati stated that it was time to give serious thought to upgrading the footpaths in the Katikati town centre and beautifying the main street. The standard of the current footpaths were very poor, the paths were uneven and broken, made from varying materials, roughly patched and dirty.

The Board noted that they had contributed to footpath renovation work a few years ago but this had been piecemeal and not of a good standard.

The Katikati Town Centre Plan showed proposed paving footpaths in the town centre to tie in with the development of a pedestrian boulevard also linking to the War Memorial Hall Precinct, The centre (the new Katikati Library and Community Hub) and the parking area.

Jim Davison also spoke on the same topic requesting that the footpaths be improved. He stated that many small towns in New Zealand had beautiful town entrance and exit ways and inviting main street roadways. The footpaths in the Katikati main street were shoddy, uneven and a dirty rough patchwork of varying materials and construction standards.

The white bridge on the northern side of the main highway into town had rotten wood with nails sticking out and was in an appalling state as the entrance to our town.

Board members noted that until the release of the Government Policy Strategy (GPS) relating to nation wide roading priorities, no decision relating to any upgrade work in the main street of Katikati was proposed. If the proposed bypass upgrade work was to be undertaken within three years then it was better to hold off with any piecemeal footpath improvements. If the New Zealand Transport Agency work was programmed to be undertaken over a longer waiting period (say over six years) then a tidy up of the footpaths should be undertaken.

If cobblestone footpaths were put down and then had to be taken up again as part of the main road upgrade work - then ratepayers would question the wisdom of such incurred costs knowing the upgrade was coming.

The Board agreed with the sentiments raised but until the result of the Government Policy Strategy relating to roading priorities was known any immediate town centre footpath improvements would not be considered.

It was asked who checked the work undertaken on footpaths by private service contractors (i.e. telecom and power workers) to ensure the required levels of service and reinstatement were met. Any substandard reinstatement work should never be accepted. The Deputy Chief Executive would be asked to provide comment to this question.

Katikati Community Patrol

Tracey Body and Natalie McCord from the Katikati Community Patrol introduced themselves, advised that long serving member Shirley Vincent had recently left the patrol, and moved away from Katikati. The new Chairperson of the Katikati Community Patrol was Ivan Parish and the patrol currently had 31 volunteer members and undertook three patrols a week.

The Board thanked the members for their introduction and their commitment to their community.

Resolved: Member Hobbs / Councillor Williams

THAT the meeting be re-convened in formal session at 7.26pm.

K13.1 Presentation: Katikati Taio

At this point in the meeting, the Chairperson vacated the Chair and spoke to a presentation from Katikati Taio. As a representative of Katikati Taio Jenny Hobbs advised that Katikati Taio and the Department of Internal Affairs (DIA) were entering a five-year funding and support relationship to be known as a Community-led Development Partnership. The Community Led Principles encompassed:

1. Shared local visions drive actions and change
2. Using existing strengths and assets
3. Many people, groups and sectors working together
4. Building diverse and collaborative local leadership
5. Working adaptively, learning informs planning and action.

The partnership was a significant opportunity for the Katikati community to access expertise with the help of DIA research and support for the proposed research projects to be undertaken in Katikati. The partnership agreement was for five years commencing on the signing by both parties. It was expected that the relationship would evolve and commit to an annual review of the relationship and associated processes.

Resolved: Councillor Mackay / Member Gibbs

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**

The Board considered the minutes of K12 of the Katikati Community Board held on 2 May 2018 as circulated with the agenda.

Resolved: Members Hobbs / Warren

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 with the following amendment:

*Page 8 - Haiku Path Walkway and Mobility Crossing Access
Amend surname Kristofferson to read Christopherson*

K13.3 **Council Decisions on Board Recommendations - May 2018**

K13.3.1 **Naming of the Katikati New Library and Community Space**

The Board considered a report from the Democracy Advisor dated 17 May 2018 as circulated with the agenda.

Resolved: Member Gibbs / Councillor Williams

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 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.

K13.3.2 **Options to Change Unformed Thompsons Track to Recreation Reserve**

The Board considered a report from the Democracy Advisor dated 17 May 2018 as circulated with the agenda.

It was noted in the Minute Action reference to this item that initial discussions would be held with Matamata-Piako District Council, Department of Conservation and Tangata Whenua to ascertain their views prior to engaging with the adjoining landowners and the public.

While it was stated that the detailed investigation was expected to take some months, Board members were keen to see that the process was not put on the 'back burner'. It was also suggested that rather than changing the whole of the unformed Thompsons Track it might be more appropriate to stop a section of the track for recreation reserve use.

Resolved: Councillor Mackay / Member Hobbs

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.

K13.4 **Naming of the Katikati New Library and Community Space**

The Board considered a report from the Chairperson dated 21 May 2018 as circulated with the agenda.

K13.4.1 **CCTV Placement at Katikati**

The Board had 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 cameras. As at May 2018, the installation of the seven requested cameras had not been undertaken and a new price that included costings 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.

During discussion relating to this item, it was clear that there was a misunderstanding of the exact costings for the installation of the CCTV cameras. The presented quotes would be investigated by staff and clarification forwarded to Board members for further discussion at the Board's next workshop to be held on Friday 29 June 2018.

Resolved: Members Hobbs / Gibbs

THAT the recommendation relating to CCTV Placement at Katikati be left on the table pending clarification of further information and costings to be discussed at the Boards next workshop.

K13.4.2 **Kotahi Lane Car Park**

The Board had registered dissatisfaction that the Kotahi Lane car park was not meeting requirements in that there was 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 people did not know of its availability for the purpose of parking.

The Roading Engineer (East/West) advised that he would investigate the installation of signage (to be erected on the existing posts still in place after the removal of the Taylor Bros signage) indicating the availability of

public car parking at Kotahi Lane. He would also provide an update on access and surface improvements to the Kotahi Lane carpark.

The Board wished to see the Kotahi Lane entrance reassessed and moved to enable better access and would discuss this with the Roothing Engineer (East/West) when he was next in Katikati.

In the new financial year, when the balance of the Katikati Community Board Community Roothing Account had been advised, the Board would consider a commitment to having some metal spread across the parking area.

K13.4.3

Car Parking Behind Retail Premises Along Kotahi Lane

A comment was made that if some half-round posts were installed to indicate parking spaces along Kotahi Lane (behind the retail premises) - this would give a clear indication of actual spaces available. This would discourage haphazard parking and ultimately result in more parking spaces being available.

K13.4.4

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 outlined 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 had been suggested by the Lions Club, that they believed another \$10,000 from either some charities or by approaching other local services clubs and businesses could be secured.

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.

In working with the Board, the Pakeke Lions Club would like to have specific site defined for the installation of the outdoor gym equipment.

Members of the Board and Pakeke Lions Club would meet with the Reserves and Facilities Manager at Katikati in the near future to discuss the proposal and preferred siting.

Resolved: Members Hobbs / Gibbs

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

K13.4.5 **Pakeke Lions Club of Katikati - Request for Funding for Hanging Baskets**

The Board received a letter from Ron Boggiss on behalf of the Katikati Pakeke Lions, seeking funding for the refurbishment of the hanging flower baskets that were placed along Katikati Main Street during the summer. Over previous years, funding for the hanging baskets had been allocated from the Katikati Community Board Street Decoration Account.

Resolved: Member Mayo / Councillor Williams

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, funded from the Katikati Community Board Street Decoration account.

K13.4.6 **Katikati Boating Club**

The Reserves and Facilities Manager has advised that the 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 had 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.

K13.4.7 **Community Engagement Day - Katikati 6 June 4.00pm to 6.30pm**

The Board held their Katikati Community Board Engagement Event immediately prior to the Community Board meeting on Wednesday 6 June 2018 from 4.00pm at the Katikati Memorial Hall.

K13.4.8 **Significant Council Processes - Community Engagement**

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

The Board noted that the Western Bay of Plenty District Council was amending its Reserves and Facilities Bylaw 2012 and was seeking views on the proposed changes. Following this review, Council would 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 was to provide for the orderly management and control of Council reserves and facilities for the benefit and enjoyment of all users of these areas to assist with:

- protecting the public from nuisance,
- protecting promote, and maintain public health and safety, and
- minimising the potential for offensive behavior in public places.

Tuapiro Point

A change was proposed to the provisions that currently allowed horses on Tuapiro Point. The bylaw identified where horses riders may go and required the removal of horse waste to protect significant cultural and ecological values at Tuapiro Point.

It was noted that (as a separate item) the review also provided 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

Members of the public were invited to make written comments, suggestions or objections to the draft bylaw. Feedback opened on Monday 14 May and closed on Monday 9 July.

Resolved: Members Gibbs / Hobbs

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

K13.5 **Councillor's Report**

The Board considered a report from Councillor Williams dated 23 May 2018 as circulated with the agenda.

State Highway Two Update

The Board was advised that Council could only advise what was publicly reported about the Draft Regional Land Transport Plan that would be adopted on 15 June 2018. The Draft Regional Land Transport listing showed the roading priorities for the region being:

1. State Highway Two Northern Link
2. The Omokoroa Interchange
3. Safety treatment measures for the State Highway Northern Link highway between Waihi and Tauranga
4. The Tauriko Interchange
5. The Katikati Bypass

The Government Policy Strategy on Transport giving direction to the New Zealand Transport Agency relating to the national plan for all national state highway works would be announced by the end of August 2018.

Community Matching Fund

Applications to the Community Matching Fund open on 12 June until 12 July 2018 and were available on the Council website.

Long Term Plan - The Final Chapter

Council was now in the final phase of deliberations before adopting the Long Term Plan 2018-2028 on Thursday 28 June 2018.

Animal Shelters

Councillor Williams outlined information relating to the proposed construction for new animal shelters that had been considered at the Operations and Monitoring Committee meeting held on 10 May 2018.

Tender prices received had been extremely high and it had been resolved at the meeting to leave the report on the table while other alternatives were researched.

Draft Reserves and Facilities Bylaw

Feedback to the Draft Reserves and Facilities Bylaw opened on 14 May and closed on 9 July 2018.

It was important for the Board give consideration to aspects of Reserves and Facilities Bylaw and a suitable time to meet and discuss further would be advised to Board Members.

Update on Tauriko West

The Western Bay of Plenty District Council and Tauranga City Council hold a joint Memorandum of Understanding in regard to the future boundary alteration process relating to Tauriko West. Our Council was continuing to work in partnership with Tauranga City Council to achieve urban development for the Tauriko West Urban Growth Area.

Resolved: Councillors Williams / Mackay

THAT the report from Councillor Williams dated 23 May 2018 be received.

K13.6 New Library Project Update - May 2018

The Board considered a report from the Customer Relationships Manager dated 28 May 2018 as circulated with the agenda.

Resolved: Members Hobbs / Gibbs

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

K13.6.1 New Library Project - Funding for Furniture for Community Hub

The Board received advice that library shelving and furniture had been ordered with the exclusion of furniture for the Community Hub valued at \$18,172.00. After discussion the Board was happy to recommend funding for the required amount to secure furniture for the Community Hub subject to sighting the quotes for the proposed furniture.

The Board was advised that the Community Hub was a facility that would be available for community use. It was also noted that funding for external seating (x 6) was still sought and it was suggested that the local Lions Club might wish to assist in contributing towards the seating as a community project.

Resolved: Councillor Mackay / Member Gibbs

THAT the Katikati Community Board allocate funding of \$18,172.00 + GST from the Katikati Community Board Reserve Fund for the purchase of furniture required for the meeting spaces within the Katikati Community Hub.

K13.6.2 New Library Project - Wiring for Civil Defence / Emergency Utilities

Councillor Mackay advised that he had received an inquiry relating to the provision of an external power plug, so that in an emergency, essential

sections of the Council building could be "powered up" by generator. He asked for assurance that this had been provided.

The Board was advised that there would be the availability of an electrical point for connecting a generator for both the library and community hub in an emergency situation.

K13.7 **Infrastructure Services Report Katikati - June 2018**

The Board considered a report from the Deputy Chief Executive dated 10 May 2018 as circulated with the agenda.

K13.7.1 **Kauri Point Jetty**

The Board felt that there needed to be more communication in regard to the long term implications of the proposed jetty repairs and the implications of the recent landslips that affected the vehicle access to the jetty. The Board wished to receive update report on this item in future Infrastructure Services Report.

K13.7.2 **Katikati Wastewater Treatment Plant Resource Consent Renewal**

The Board noted that the working group of Tangata Whenua, Councillors and Community Board representatives had met on a regular basis to assess various options relating to the discharge of treated wastewater.

K13.7.3 **Bird Walk Erosion - Minute Action Sheet Reference K817 3.4**

In relation to an email update (2 May 2018) from the Reserves and Facilities Manager the Community Board was advised of the current situation of the culvert and erosion issues on the Katikati Bird Walk. Staff had subsequently prepared an internal submission to the 2018/2028 Long Term Plan for \$75,000 to be budgeted to obtain the required consents and to install two culverts.

The Board required clarification of what was now proposed to manage the Bird Walk erosion, as the installation of two culverts had not been previously discussed.

K13.7.4 **Proposed Development of Moore Park**

The Board asked that regular updates on the development of Moore Park be reported in the Infrastructure Service Report as a Minute Action Sheet Update.

Resolved: Members Hobbs / Warren

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

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

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

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

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

Resolved: Councillor Williams / Member Mayo.

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

The meeting concluded at 8.57pm.

Confirmed as a true and correct record.

J Hobbs
Chairperson
Katikati Community Board

Date

K13

Western Bay of Plenty District Council

Katikati Community Board

Representation Review Update

Purpose and Summary

This report has been prepared in order to ensure all Community Board members are fully aware of the results of the Council's representation review that have formed Council's Initial Proposal that will be publically notified and go out for public consultation from 24 July to 24 August 2018.

Recommendation

- 1. THAT the report from Barbara Whitton, Customer Relationships Manager dated 4 July 2018 and titled Representation Review Update be received.***



Barbara Whitton
**Customer Relationships
Manager**

1. Background

Council began the Representation Review process in May 2017 working through the three decision-making phases; Electoral system, Māori representation and Representation arrangements, of the review over ten workshops. Staff presented an overview of the review process to a combined Community Boards workshop held on 10 August 2017. The aim of the overview provided to board members was to ensure a shared understanding of the process itself and to clarify council's legal obligations.

2. Progress – key milestones to date

| | |
|---------------------------|--|
| August 2017 | Council passed a resolution to remain with First Past The Post (FPP) electoral system |
| November 2017 | Council passed a resolution to establish Māori wards |
| February 2018 | More than five percent of electors (voters) demanded a poll to decide the final outcome on Māori wards |
| March – April 2018 | Informal public engagement asking people to identify their 'communities of interest' and comment on our current representation arrangements |
| May 2018 | The result of the poll is that Māori wards would not be established for the Western Bay for at least the 2019 and 2022 elections |
| July 2018 | Council passed a resolution to adopt the initial proposal for the 2019 and 2022 local elections: <ul style="list-style-type: none"> – Retaining 11 councillors elected from three wards, plus the Mayor elected District-wide. – Replacing our five community boards with three community committees, aligned to the three ward boundaries. – Making a slight boundary adjustment that involves the boundary between the Katikati-Waihi Beach and Kaimai wards. |

3. The future for local community representation

Council believes that a change to local representation is necessary in order to be more relevant to all of our local communities, to be more flexible in representation to support changing community needs and to enable a broader membership from community leaders and their networks across the whole District.

Our District's communities have changed since 1989 when the district's Community Boards were first formed. The District has grown, particularly in recent times, and the rural/urban mix has altered, with better transport corridors driving an increase in 'lifestyle' properties. Our community boards currently represent just 58 percent of our District's resident electors.

Western Bay citizens are more mobile and they move between communities while they 'live, work and play'. Many people now choose to live in one community and commute to work in another.

The way Council works has also changed over this time, with councillors and staff spending more time engaging and working directly in our communities. Relationships between communities and their local representatives are more direct than they were 30 years ago and are no longer restricted to formal local structures and processes.

Technology allows our citizens to engage directly with Council on issues that affect them, whether it is to report a concern, to submit through a consultation process or to just 'have your say' informally. Community feedback told us that many wish to use technology to have a more direct relationship with elected members.

Our Council has strong relationships with local communities, their leaders and networks and these relationships inform Council discussion and decision making both formally and informally. Community feedback on local representation told us that for many their sense of community and local representation does not fit the current Community Board operating model.

Council is proposing to replace Community Boards with three community committees aligned to the three ward boundaries to ensure local representation across the entire district.

What are community committees?

A community committee is a committee of Council, but members are not elected under the Electoral Act. Committee membership will include the elected ward councillors and representatives from the community appointed by a Council process from candidates nominated by the community.

Three ward-based community committees would allow residents and ratepayers to have a greater voice in determining the needs of their community and assist Council in its responsibilities to the community and the district. The committees would have a key role to partner with community groups and citizens to act as a liaison point with Council.

Each community committee would have terms of reference that covers their:

- Membership – membership would include the ward councillors and appointed representatives from the community
- Tenure – generally three years to match election cycle
- Delegations
- Meeting schedules
- Voting arrangements
- Work programme.

Each community committee's annual work programme would identify projects and priorities, and be collaboratively developed by the committee and Council through Council's annual plan and long term plan processes. The work programme will be aligned to a community plan where this exists.

Western Bay of Plenty District Council

Katikati Community Board

Chairperson's Report – July 2018

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.***
 3. ***THAT the Katikati Community Board obtain information and advice on costings for a portable CCTV Unit from the approved provider, which may be an alternative option.***

2. Katikati Arts Junction

The Community Board supports the development later this year, of the Arts Junction, in the current library building and would like to assist Katch Katikati and the Arts Collective with seed funding for the project. The full budget for the development of the Katikati Arts Junction is \$238,000. Initial local funding support will encourage other funding organisations to also support this valuable project for Katikati. Attached is information relating to the Arts Junction Feasibility Study.

3. Submission to the Katikati Waihi Beach Reserves Management Plan Review

Attached is a copy of the Katikati Community Board submission to the Katikati Waihi Beach Reserve Management Plan Review that closed on 9 July 2018.

Attachment A

4. 2018 – 2028 Long Term Plan

The Long Term Plan was adopted by Council on 28 June 2018 and thanks are extended to all those who took part in the process.

Recommendation

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

Jenny Hobbs
Chairperson
Katikati Community Board

Submission to the Draft Katikati / Waihi Beach Ward Reserves Management Plan 2018 Review – from Katikati Community Board July 2018

**The Katikati Community Board would like to see the following changes to the Draft Reserves Management Plan 2018 for the Katikati-Waihi Beach Ward:
Katikati Cycle/Walkways**

The Katikati Community Board are very much in favour of the establishment of suitable walkways and cycleways in and around the Katikati township. With traffic flows increasing around our town and district it is encouraging to find places where pedestrians and cyclists can move freely without cars.

The Community Board would like to see the hard surfacing of the **Yeoman Walkway** from the Birdwalk to end of Park Road (Levley Lane and Francis Drive) as a way forward to enabling better access to this picturesque part of Katikati, especially for the elderly, and as an alternative car-free route into the village. As other walkways are developed, such as the **Beach Rd - Tamawhariua Reserve walkway** – there is also support for the joining of the foreshore walkway/Cycleway around the wider circumference of Katikati.

To be able to walk/cycle the **Yeoman Walkway, Park Rd, Preston Rd and Pukakura Road Reserve** - and through to the Beach Road peninsula – and eventually to the **Hume walkway** would expand the choices of both shorter walks/cycling through to full day experiences. The **Wilderness Trail from the Haiku Suspension Bridge** along the river past the end of **Rawaka Drive to the Hunter Reserve** is also supported by the Board.

The Community Board also supports the eventual linking of **Waihi - Waihi Beach - Katikati – to Omokoroa**. There is an increase of walking groups and cycling groups who maybe able to assist in further development of these projects with things such as beautification and pest control. All of these walkways/cycleways will enhance our community to both visitors and locals alike and boost Tourism and the Destination Katikati concepts.

The Haiku Park and Uretara Stream reserve create a native tree memorial park for our fallen soldiers as part of the WW1 100 years remembrance on the "**Mills Block.**" This could include paths and after the trees for the soldiers have been planted (possibly Totara or other native species) it could also become a place where family members could plant trees of remembrance for their loved ones.

Hunter Estate Reserve

The Board wants to begin development of this reserve, as per our concept plan, as it will become an integral part of our walkway system, linking along the river back into town at Highfields. Some funding needs to be allocated to this Reserve.

Reference: 6.41 Moore Park Reserve

Katikati Community Board (KCB) would like to make the following submissions to the review in relation to 6.41 Moore Park.

- Toilets Current Public Toilet Facilities at Moore Park are inadequate. Request Council further advance the planning and development of 24hr Public Toilets to service the new park and ride area services and to accommodate the increasing use of the existing fields and newly proposed field expansion at Moore Park.
- Included in this planning that Council consider/confirm that the Public 24hr Toilets are to be incorporated into the footprint of the proposed new Multi-Sport Complex and to

provide specifications and requirements to Katikati Community Board and other external stakeholders i.e. Katikati Sport and Recreation Centre Group for consideration.

New Sports Fields

- That the new sports fields be officially designated on Council plans for use.
- That the design of the new fields be consulted with the Community Board and Clubs involved for input and feedback. The development, design, excavation and formation of the field area be accelerated given that a good faith MOU between council and the Football and Cricket club was signed with this intention to occur by 2018/2019.

Paper Road on New Sports Fields

- That Council reach a formal decision in relation to the current paper road as to whether part or the entire paper road will be incorporated into the playing fields footprint. Decision to be formally notified in plan.

Flooding Location - Football fields and Junior Cricket Wicket opposite Rugby Club Rooms

- That Council investigate the drainage issues that occur on the fields. In particular the embankment above the drain at the far end of the football fields next to the car park and farm land (Approximately 75 to 100m from the current container). It has been reported that this embankment acts to dam the water on the fields during heavy rainfall as the drain to farmland fails to cater for the increased loads. This has been an ongoing issue since the original development.

New Facilities Multi-Sport Complex

- That the planned new "Katikati Sport and Recreation Centre" as approved by the Katikati Community Board and submitted for inclusion into the Long Term Plan be incorporated as a development into the plan and referenced when designs and formally approved and consented plans are available.
- That consideration be given to providing space for a sand based Volleyball Court for the public.
- That consideration be given to providing space for a concreted half or full court for Basketball and backboard hoops.
- That consideration be given to space beside the proposed "Katikati Sport and Recreation Centre" to provide for 4 - 6 Netball Courts specifically for Junior Netball.
- That consideration be given to space beside the proposed "Katikati Sport and Recreation Centre" for a 2 to 3 lane artificial cricket training net facility to be developed Indoor Aquatic Centre.
- That the plan recognizes the potential for a new Indoor Aquatic Centre to either be consented for and/or developed at Moore Park within the next 10 years.

Katikati Area office and Library

To remove the tin fence along the West side behind the building and continue the pathway from the Museum to the concert venue area below where the fence currently goes. This would assist with CEPTD principles and open up the views to the Kaimai.

This needs to be done in conjunction with the Haiku Committee and The Arts Junction committee.

Thompsons Track

We encourage a change of status for a section of Thompsons Track from "road reserve" to "recreation reserve." This is so that repairs can be made and motor vehicles can be prevented

from damaging the track on the Eastern side of the Kaimai, giving us back a mountain bike and bridle track into the Waikato.

Promote signage for the track with the addition of the original Maori name for Thompsons Track: "Tamihana's Track" named for Maori Kingmaker, Ngati Haua chief Wiremu Tamihana (William Thompson.)

Lund Road/Thompson's Track Forestry Block

The Board fully supports the collaborative project led by Katch Katikati for this area to be developed into an adventure park with mountain bike trails, horse riding tracks, walking trails and enhancement of the natural environment with plantings along the stream and other. The project will provide more recreation opportunities for youth in Katikati and be a key visitor attraction, and is a great example of Community-led Development with wide community collaboration.

Tuapiro

The Community Board supports the process and would prefer to see an agreement reached between the parties involved that creates the widest area of public benefit and is evidenced-based.

Park Road/Beach Road Corner Reserve

This reserve is currently under-utilised and we suggest selective removal of the majority of the trees which serve no useful purpose with decisions made re future plantings utilising a community engagement process. Seating and tables, BBQ, and children's playground could be considered.

Macmillan Reserve and adjacent area Eastern end of Beach Road

The Board supports the Katikati Boating Club placing a container as per the latest plan. Also battering the bank to improve boat launching facilities, particularly for the sailing equipment they use to teach young people sailing and water skills. The boating club indicate they would help with some funding towards this development.

Diggelmann Park

The Community Board supports the proposed Pakeke Lions project to install **outdoor exercise equipment in Diggelmann Park**, as it is a central location linking to popular walking routes with public toilets available. There is good visibility from the road and it is close to the police station which can help keep people safe and the equipment free from vandalism. With a cafe across the road and a cluster of exercise stations this location provides not only free to access exercise but also social opportunities for users.

Western Bay of Plenty District Council

Katikati Community Board

Councillors Report – July 2018

1. Katikati Waihi Beach Ward Reserve Management Plan Review process

I will provide a verbal update on the Katikati Waihi Beach Reserve Management Plan Review process.

2. 2018 – 2028 Long Term Plan

The Long Term Plan was adopted by Council on 28 June 2018 and thanks are extended to all those who took part in the process. Below is a copy of the 28 June 2018 media statement relating to the adoption of the Long Term Plan for information.

Council adopts Long Term Plan 2018 - 2028 "Steady as we grow"

"Western Bay of Plenty District Council has today adopted its Long Term Plan (LTP) 2018 – 2028.

The plan sets an average rates increase of 2.7 percent for existing ratepayers across the ten years of the LTP (of which inflation accounts for 2.3 percent). The increase for the 2018/19 year is 3.6 percent (of which inflation accounts for 2.0 percent).

Council aims to keep average rate increases below four percent for the 10-year period (excluding growth in population). This will be achieved by continuing to take a prudent approach to managing its operational and capital work programmes, to ensure the services its communities expect are provided for in a way that balances the affordability of delivering them.

The Long Term Plan was developed following comprehensive community engagement with Western Bay residents, with Council taking a 'steady as we grow' approach. Mayor Garry Webber says the message ratepayers gave was for Council to plan appropriately for growth, while making sure rates remain affordable and debt is reduced. Council asked for feedback on four key proposals: walkway and cycleway investment; Western Bay Museum funding; arts and culture investment; and the approach to debt management. Taking into account all the feedback received through the consultation process, Council made the following decisions:

Walkway and cycleway investment – implement a stepped increase in funding over the next three years to enable faster development, which includes \$350,000 in year one, \$400,000 in year two, and \$450,000 in years three to ten.

Western Bay Museum funding – provide \$70,000 annually in support through District-wide rates for the next ten years.

Arts and Culture investment – enable implementation of the sub-regional Arts and Culture Strategy by increasing Creative Bay of Plenty's funding by \$50,000 for the ten years, and grant The Incubator Creative Hub \$10,000 in year one, \$15,000 in year two, and \$20,000 in year three of the LTP.

Debt management approach – reduce ratepayers' contribution to interest and debt repayments to \$1m for 2018/19, recognising the positive financial impacts of growth, and review this decision annually.

In the 2018/2019 financial year \$61.66m in total rates is budgeted to be collected - an increase of \$280,000 on the initial estimate for the first year of this Long Term Plan.

Total rates of \$61.66m are made up of District rates (\$38.18m); community board rates (\$430,000); water treatment and supply (\$6.30m); wastewater (\$10.36m); stormwater (\$4.21m) and other targeted rates (\$2.18m). Council's net debt was \$140m in 2013. It was currently below \$100m and was forecast to reduce to \$75m by 2028. Net debt per property was \$6,937 in 2013, and was projected to reduce to \$2,896 per property by 2028.

Mayor Webber stated: "We know that in the coming years we will need to be continually proactive in planning for the development and growth of our District. We are firmly committed to the 'steady as we grow' philosophy. We believe this Long Term Plan strikes the right balance between looking ahead and planning for change, while balancing rates increases and prudently reducing Council's debt."

Peter Mackay
Councillor
Katikati Community Board

Western Bay of Plenty District Council**Katikati Community Board****Community Board Grant Application – July 2018****Purpose and Summary**

The Katikati Community Board is required to make a decision regarding applications for Community Board Grant Funding. Four applications have been received. Applications and supporting information for the respective Community Board Grants have been forwarded to members separate to this agenda.

Funding Implications for Katikati Community Board

Grants will be funded from the Katikati Community Board Grants Account.

Delegated Authority of Katikati Community Board

The Community Board has delegated authority to make the grants directly.

Recommendation

1. ***THAT the report from the Democracy Advisor dated 4 July 2018 and titled Community Board Grant Applications July 2018 be received.***
2. ***THAT the Katikati Community Board approve the following grant to be funded from the Katikati Community Grants 2018/2019 account subject to all accountabilities being met.***

.....

\$.....


Aileen Alty
Democracy Advisor

1. Background

The Katikati Community Board has funds of \$8,000.00 available for disbursement to community organisations for the 2018/2019 financial year.

ONE application has been received for consideration at the Katikati Community Board Meeting to be held on Wednesday 18 July 2018.

- Katikati La Leche League has applied for funding of \$790.00 for educational resources, fees and emergent leaders training, upskilling and World Breastfeeding Week Promotion.

2. Statutory Compliance

Under the Local Government Act 2002 – Schedule 7 – Delegated Authority to Boards – the Katikati Community Board has delegated authority.

Funding/Budget Implications

| Budget Funding Information | Relevant Detail |
|--------------------------------------|--|
| Community Board Grants Funds | The Community Board will consider applications for the distribution of the funding before the end of the financial year. |
| Katikati Community Board Grants Fund | Annual Budget \$8,000 Current Balance \$8,000 |

3. Consultation and Communication

| Interested/Affected Parties | Completed/Planned Consultation/Communication | Notes |
|-----------------------------|--|-------|
| Katikati La Leche League | The applicants will be advised of the outcome of their respective grant application. | |

Western Bay of Plenty District Council

Katikati Community Board

Infrastructure Services Report Katikati July 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 26 June 2018 and titled Infrastructure Services Report Katikati July 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 townships are complete, except for a few properties where their internal lines are cross connected with neighbouring properties. These will be completed in the near future.

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.

Approximately one third of the tanks have been installed on private property. The Treatment Plant is nearing completion with all tanks and drip line in place. Services such as power, water, telecom, fencing to be undertaken during the next month. Project all on track.

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 Bay of Plenty Regional Council 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 scheduled meeting in July is a site visit to a number of wastewater treatment plants that use land disposal options for treated discharge.

1.4 Katikati Recycling Centre

The Katikati Recycling centre will continue with the extended opening hours on a Thursday afternoon for the next three months. Vehicle numbers during the survey period confirmed that the community appreciated the additional time available. Vehicles using the centre from 9am to 12 noon averaged 230 and from noon to 4pm numbered about 125 vehicles.

Centre staff are also supportive of the extended hours, as it removes the pressure from the morning and results in a safer, less stressful environment for everyone.

The new hours will continue for another three months pending a report to Council on the benefits and cost.

1.5 Licensing Waste Collectors - Waste Management and Minimisation Bylaw 2013

Applications are being processed and licences will be issued during July 2018. A Public Notice to Licence appeared in the District newspapers during May 2018. Information to this effect was also placed on Council's website on 16 May 2018.

Application to become a licensed collector have now closed and Council is currently working through these applications.

1.6 Home Worm Composting Workshops

New dates for 2018 are now available on the website at:

<http://www.westernbay.govt.nz/our-services/rubbish-recycling-waste/Pages/Worm-Composting.aspx>

All bookings are now made through www.eventfinda.co.nz

2.0 Reserves

2.1 Kauri Point Jetty – Walkway Re-Decking

Given the likely permanent road closure due to the landslip, pricing is now being sought to complete the jetty walkway re-decking. It is expected that the cost will increase significantly due to material and equipment access is only available via the water (or air, barge, or helicopter required).

A decision on the access road will be sought at the Operations & Monitoring Committee on 2 August 2018. This decision will also determine the outcomes for the public toilet and car parking requirements.

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.

Currently waiting for a new signboard concept design to be prepared and this will be submitted to the Board for feedback.

3.0 Strategic Property

3.1 Katikati Library

The project completion date of 3 July 2018 has been extended by a further two weeks, but is expected to be completed on budget and within this timeframe.

4.0 Development Engineering and Projects

Nothing new to report this month.

5.0 Emergency Management

5.1 Update

Nothing of significance to report this month. Emergency Management are in the process of compiling their Annual Report and will include an annual summary in the next reports.

6.0 Roading

6.1 Katikati Town Centre Improvement

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 Roading 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 start date has yet to be confirmed.

6.3 Community Road Budget

| Current Account: | \$ | Status: |
|--|------------------|-------------------------------|
| Current Account Opening Balance 1 July 2018 | \$328,919 | |
| Allocation for 2018/19 | \$158,945 | |
| Funds Available for Committed Projects: | \$487,864 | |
| Committed Projects: | | |
| Library Footpath and Plaza - Resolutions K18.9 | \$150,000 | Expected completion July 2018 |
| Fairview Road Kerb & Channel K617.7 | \$96,000 | Commencing July 2018 |
| Street Tree Planting | \$10,000 | Ongoing |
| Stewart Street Widening K617.7 | \$140,000 | Design phase complete |
| Mulgan Street Works | \$60,000 | Design phase complete |
| Henry Road Footpath Option 1 | \$110,000 | 1.5m footpath with K&C |
| Henry Road Footpath Option 2 | \$135,000 | 2.5m footpath with K&C |
| Beach Road Footpath Option 1 | \$287,000 | 1.5m footpath |
| Beach Road Footpath Option 2 | \$367,000 | 2.5m footpath |
| Earl Drive Parking Improvements | \$TBA | Design Review |
| Indicative NZTA Minor Improvement Subsidy | (\$118,000) | No timeframe |
| Mulgan Street Works (Developer Invoiced) | (\$30,000) | No timeframe |
| Flag Trax System K21.7 | \$17,116 | Complete |

KATIKATI COMMUNITY BOARD 6/06/2018

| | |
|---------------|--|
| Remit Title | Car Parking Behind Retail Premises Along Kotahi Lane |
| Remit Number | K1318 4.3 |
| Owner | RE1 |
| Status | UNDER ACTION |
| Complete Date | |
| Confidential | |
| Resolution | A comment was made that if some half-round posts were installed to indicate parking spaces along Kotahi Lane (behind the retail premises) - this would give a clear indication of actual spaces available. This would discourage haphazard parking and ultimately result in more parking spaces being available. |
| Actions | 6 July 2018: The Roding Engineer will put an offer of service to WestLink and report back to the board with the cost. The Board to make the decision if they want to fund this from the Roding Account. |

KATIKATI COMMUNITY BOARD 6/06/2018

| | |
|---------------|--|
| Remit Title | Pakeke Lions Club of Katikati - Outdoor Gym Proposal |
| Remit Number | K1318 4.4 |
| Owner | RFM |
| Status | UNDER ACTION |
| Complete Date | |
| Confidential | |
| Resolution | THAT the Katikati Community Board support the proposal for an outdoor gym as put forward by the Pakeke Lions Club of Katikati. |
| Actions | <p>5 July 2018: The Community Board Chair and the Reserves & Facilities Manager met with Pakeke Lions Club on 22 June 2018. The preferred site is an area towards the back of Diggleman Park.</p> <p>The Pakeke Lions Club have been requested to lodge a submission to the Katikati / Waihi Beach Ward Reserve Management Plan review process, where Council as administrating body of the reserve, will consider Diggleman Park Reserve as the preferred site for the outdoor fitness equipment.</p> |

KATIKATI COMMUNITY BOARD 6/06/2018

Remit Title **Kauri Point Jetty**

Remit Number K1318 7.1

Owner RFAM

Status COMPLETE

Complete Date 26 June 2018

Confidential

Resolution The Board felt that there needed to be more communication in regard to the long term implications of the proposed jetty repairs and the implications of the recent landslips that affected the vehicle access to the jetty. The Board wished to receive update report on this item in future Infrastructure Services Report.

Actions **26 June 2018: This MAS has been signed off as completed as it is reported in the Infrastructure Services Report.**

KATIKATI COMMUNITY BOARD 6/06/2018

| | |
|---------------|--|
| Remit Title | Bird Walk Erosion - Minute Action Sheet Reference K817 3.4 |
| Remit Number | K1318 7.3 |
| Owner | RFM |
| Status | COMPLETE |
| Complete Date | 4 July 2018 |
| Confidential | |
| Resolution | <p>In relation to an email update (2 May 2018) from the Reserves and Facilities Manager the Community Board was advised of the current situation of the culvert and erosion issues on the Katikati Bird Walk. Staff had subsequently prepared an internal submission to the 2018/2028 Long Term Plan for \$75,000 to be budgeted to obtain the required consents and to install two culverts.</p> <p>The Board required clarification of what was now proposed to manage the Bird Walk erosion, as the installation of two culverts had not been previously discussed.</p> |
| Actions | 4 July 2018: This MAS has been signed off as complete as it is superseded by MAS k817 3.4. |

KATIKATI COMMUNITY BOARD 6/06/2018

| | |
|---------------|---|
| Remit Title | Proposed Development of Moore Park |
| Remit Number | K1318 7.4 |
| Owner | RFM |
| Status | UNDER ACTION |
| Complete Date | |
| Confidential | |
| Resolution | The Board asked that regular updates on the development of Moore Park be reported in the Infrastructure Service Report as a Minute Action Sheet Update. |

| | |
|---------|---|
| Actions | <p>4 July 2018: A meeting with representatives of the clubs who wish to use the Moore Park extension area and to establish clubrooms on the extension was held on Friday, 6 July 2018.</p> <p>Council has tendered the Professional Services Contract, which has been let to Tiaki Engineering Services Ltd.</p> <p>The site has been surveyed in order to calculate cut and fill requirements. The old green houses have been removed and an investigation into potential site contamination has been commissioned. The relevant Resource Consents are being prepared for the earthworks.</p> |
|---------|---|

Community Board Report

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

26 June 2018: Council have adopted the 2018/28 Long Term Plan (LTP), which includes \$75k of project funding.

WBOPDC staff will work with BOPRC staff in obtaining the necessary Consents required for the proposed work.

An update on the draft design will be provided to the Board in due course.

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 **26 June 2018: Options are being finalised prior to meeting with the Chairperson to discuss the preferred option and funding.**

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 **26 June 2018: The initial concept ideas have been drawn up for consultation with the Katikati Community Board prior to any detailed work with WestLink. A meeting has been organized for Friday, 6 July 2018.**

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 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>26 June 2018: Letters have been sent to the relevant parties.</p> <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 6/06/2018

| | |
|---------------|---|
| Remit Title | Options to Change Unformed Thompsons Track to Recreation Reserve |
| Remit Number | K1318 3.2 |
| Owner | RFM |
| Status | COMPLETE |
| Complete Date | 4 July 2018 |
| Confidential | |
| Resolution | 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. |
| Actions | 4 July 2018: Letters have been sent to the relevant parties. This MAS has been signed off as complete as it is reported in MAS K617 3.1.2 |

KATIKATI COMMUNITY BOARD 6/06/2018

Remit Title **Kotahi Lane Car Park**

Remit Number K1318 4.2

Owner RE1

Status UNDER ACTION

Complete Date

Confidential

Resolution The Board had registered dissatisfaction that the Kotahi Lane car park was not meeting requirements in that there was 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 people did not know of its availability for the purpose of parking.

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

The Board wished to see the Kotahi Lane entrance reassessed and moved to enable better access and would discuss this with the Roothing Engineer (East/West) when he was next in Katikati.

In the new financial year, when the balance of the Katikati Community Board Community Roothing Account had been advised, the Board would consider a commitment to having some metal spread across the parking area.

Actions

26 June 2018: The Roothing Engineer has spoken with NZTA again and reviewed the sight distances as appropriate for a 50kmph area. NZTA have agreed to allow a sign to be erected at this location. The sign will be erected as soon as possible.

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

Purpose and Summary

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

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

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

Grant payments made to date:

| | \$ |
|--------------------------------|----------------|
| Christina Productions | 500 |
| Katikati Memorial Hall | 3,404 |
| Suffrage 125 – Terelle Carroll | 2,000 |
| Katikati Justices of the Peace | 1,500 |
| Katikati Cancer Support | 500 |
| Total grants to date | \$7,904 |

Committed - Operational expenditure

| | \$ |
|--|------------|
| Total outstanding operational commitments | \$0 |

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

02 July 2018
Draft Financial Report Katikati – June 2018

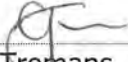
Open Session

Committed - Reserve expenditure

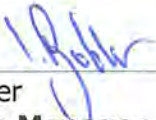
| | |
|--|------------------|
| Council undertake a feasibility study (up to \$30,000) for the environmental enhancement of the Highfields Stormwater Detention Pond. To date \$19,950 has been spent [K11.3.6]. | Up to \$(10,050) |
| CCTV cameras at the following locations [K4.7.2]: Beach Road and Park Road roundabout Moore Park Skatepark George Vesey Stewart Reserve | \$(16,098) |
| Kitchen Fit-Out for the new library [K18.3.2] | \$(30,000) |
| Furniture for Community Hub in library [K13.6.1] | \$(18,172) |
| 2017/18 Closing balance after committed | \$36,548 |

Recommendation

THAT the Management Accountant's report dated 02 July 2018 and titled "Draft Financial Report Katikati – June 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 June 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] | 513 | 5,500 | 4,987 | <input checked="" type="checkbox"/> | 5,500 | 6,706 |
| Grants | 7,904 | 8,000 | 96 | <input checked="" type="checkbox"/> | 8,000 | 8,000 |
| Mileage Allowance | 934 | 2,000 | 1,066 | <input checked="" type="checkbox"/> | 2,000 | 1,557 |
| Salaries | 23,811 | 25,435 | 1,624 | <input checked="" type="checkbox"/> | 25,435 | 26,570 |
| Security | 503 | 2,000 | 1,497 | <input checked="" type="checkbox"/> | 2,000 | 0 |
| Street Decoration | 4,181 | 4,700 | 519 | <input checked="" type="checkbox"/> | 4,700 | 5,448 |
| Inter Department Charges | 39,168 | 39,169 | 1 | <input checked="" type="checkbox"/> | 39,169 | 39,168 |
| Total Operating Costs | 77,013 | 86,804 | 9,791 | <input checked="" type="checkbox"/> | 86,804 | 87,448 |
| Interest Expense | 0 | 0 | 0 | <input checked="" type="checkbox"/> | 0 | (7,204) |
| Total Direct Costs | 77,013 | 86,804 | 9,791 | <input checked="" type="checkbox"/> | 86,804 | 80,244 |
| Total Costs | 77,013 | 86,804 | 9,791 | <input checked="" type="checkbox"/> | 86,804 | 80,244 |
| Income | | | | | | |
| Rate Income | 88,808 | 86,804 | 2,004 | <input checked="" type="checkbox"/> | 86,804 | 97,502 |
| Total Direct Income | 88,808 | 86,804 | 2,004 | <input checked="" type="checkbox"/> | 86,804 | 97,502 |
| Net Cost of Service | 11,795 | 0 | 11,795 | <input checked="" type="checkbox"/> | 0 | 17,259 |
| | 0 | 0 | 0 | | 0 | 0 |
| Contingency - breakdown | | | | | | |
| Katikati Hall Hire | 118 | | | | | |
| Advertisement for grant applications | 254 | | | | | |
| Wreaths for ANZAC Day | 140 | | | | | |
| Year to date contingency costs | 513 | | | | | |
| 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**

| AUGUST 2018 | | | |
|---|--------------|------------------|---|
| Meeting | Date | Time | Venue |
| Operations and Monitoring Committee | 2 August | 9.30am | Chambers |
| Joint Road Safety Committee | 8 August | 10.00am | Chambers |
| Council | 9 August | 9.30am | Chambers |
| Waihi Beach Community Board | 27 August | 6.30pm | Waihi Beach Community Board |
| Omokoroa Community Board | 28 August | 7.00pm | Omokoroa Community Church |
| Katikati Community Board | 29 August | 7.00pm | The new Katikati Library and Service Centre |
| Community Committee | 30 August | 9.30am / 10.00am | Chambers |
| SEPTEMBER 2018 | | | |
| Meeting | Date | Time | Venue |
| Regulatory Hearings Committee (if required) | 4 September | 9.30 am | Chambers |
| Maketu Community Board | 4 September | 7.00pm | Maketu Community Centre |
| Regulatory Hearings Committee (If required) | 5 September | 9.30am | Chambers |
| Policy Committee | 6 September | 9.30am | Chambers |
| Te Puke Community Board | 6 September | 7.00pm | Te Puke Library and Service Centre |
| Operations and Monitoring Committee | 13 September | 9.30am | Chambers |
| Regional Transport Committee | 14 September | TBC | TBC |
| Council | 20 September | 9.30am | Chambers |
| Rural Committee | 25 September | 9.30am | Chambers |