



MEETING — AGENDA —

Ngā Take

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Western Bay of Plenty
District Council

KATIKATI COMMUNITY BOARD

Poari Hapori

K15
Wednesday, 29 August 2018
The Centre. Pātuki Manawa
7.00pm

Notice of Meeting No K15 Te Karere

Katikati Community Board Poari Hapori

Wednesday, 29 August 2018
The Centre. Pātuki Manawa
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



Western Bay of Plenty
District Council

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

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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. K15

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.

K15.1 **Minutes of Meeting No. K14 of the Katikati Community Board Held on 18 July 2018** 6-15

A copy of the minutes are attached.

Recommendation

THAT the minutes of meeting no. K14 of the Katikati Community Board held on 18 July 2018 as circulated with the agenda, be confirmed as a true and accurate record.

K15.2 **Chairperson's Report** 16-23

Attached is a report from the Chairperson dated 15 August 2018.

K15.3	Councillor's Report	24
	Attached is a report from Councillor Williams dated 14 August 2018.	
K15.4	Infrastructure Services Report Katikati - August 2018	25-40
	Attached is a report from the Deputy Chief Executive dated 14 August 2018.	
K15.5	Financial Report Katikati - July 2018	41-43
	Attached is a report from the Management Accountant dated 7 August 2018.	
K15.6	Council, Standing Committee and Community Board Meetings	44
	Attached is a schedule of meetings for the months of September and October 2018.	
	Recommendation	
	<i>THAT the schedule of meetings for September and October 2018 be received.</i>	

Western Bay of Plenty District Council

**Minutes of Meeting No. K14 of the
Katikati Community Board held on 18 July 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 (Roading Engineer (East/West) and A Alty (Democracy Advisor)

Others

16 members of the public and others as named in the minutes.

Public Forum

Resolved: Member Hobbs / Councillor Mackay

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

Representative of Recreational Horse Riders

Sara Elliott-Warren spoke to the Board about the proposed changes to the bylaw provision that currently allowed horses on Tuapiro Point.

Ms Elliott-Warren made an impassioned plea for the recreational activity of horse riding at Tuapiro Point to remain in place. Horse riding at Tuapiro Point was a recreational activity the involved family participation for locals and visitors to the district.

Proponents for the ban on horse riding stated that horses damaged the sand dunes horse poo fouled the shore and damaged kaimoana, car parking by riders with horse floats caused congestion in the immediate access ways to the beach, and people were frightened of horses.

Ms Elliott-Warren stated:

- Horse riding was an activity that was a way of life and very much available to mainstream rural New Zealanders.
- Riders were able to use TECT Park but the area did not have any cell phone coverage and was not a viable options for families to travel to and from with ease.
- Tuapiro Point was a safe and accessible area for all horse riders.

There had been many submissions to the review and the recreation horse riders would like to work with Council and iwi to come to a middle ground that provided a solution to the concerns raised in the bylaw review for all concerned.

The Chairperson thanked Ms Elliott-Warren for her address and noted that the Board had made comment within their submission to the Katikati/Waihi Beach Reserve Management Plan Review that "they would like to see an agreement reached between the parties involved that created the widest area of public benefit and was evidence based."

Katikati Taiao - Community Research

Tessa McKenzie introduced herself and advised the Board that she would head the research project to be undertaken by Katikati Taiao. The aim of the research project was to gather information throughout the community that would enable positive direction for Katikati to build on being a connected and resilient community.

Ms McKenzie asked the elected members of the Board to advise their own networks and contacts about the research project and assist in bringing the community connections together.

The Chairperson advised that she had the contact details for the community lead research project and was happy to be a contact person for the duration of the research.

Building Consent Costs

Heather and Alex Wills spoke to the Board about their personal experience and impact of the increase in building consent costs that had directly affected them in their proposal to improve an existing dwelling to the required standard. The increase in building consent costs had been so great that they were now in a position where they could not progress any of the proposed plans for their dwelling alteration and improvement.

Councillor Williams offered to meet with the speakers to clarify specific concerns and the items highlighted.

Resolved: Members Hobbs / Warren

THAT the meeting be re-convened in formal session at 7.27pm.

K14.1

Presentation: Abbeyfield Project - Katikati Abbeyfield Steering Committee

The Board considered a presentation from Ineke Riley from the Katikati Abbeyfield Steering Committee who gave a presentation to the Board.

Ineke Riley introduced herself and spoke about the Abbeyfield House organisation, which had been operating in New Zealand for fourteen years. She noted the following:

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

Abbeyfield House was keen to expand and a group of people based in Katikati were currently looking at securing the development of the concept in Katikati. There was a recognised need across the district and Katikati township was seen as an ideal location, with a developing town centre and vibrant community. Securing land and supporters were the first steps that needed to be taken and interested persons were welcome to join the volunteer group at this time. Some other Councils throughout New Zealand had assisted the Abbeyfield concept by gifting land, agreeing to the abatement of development fees and providing some minimal land lease arrangements.

The Chairperson thanked Mrs Riley for her presentation and wished the Katikati Abbeyfield Steering Committee well in the future.

Resolved: Councillor Mackay / Member Gibbs

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

K14.2 **Minutes of Meeting No. K13 of the Katikati Community Board Held on 6 June 2018**

The Board considered the minutes of K13 of the Katikati Community Board held on 6 June 2018 as circulated with the agenda.

Resolved: Members Hobbs / Mayo

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.

K14.3 **Representation Review Update**

The Board considered a report from the Customer Relationships Manager dated 4 July 2018 as circulated with the agenda.

K14.4 **Representation Review Update**

The Board considered a report from the Customer Relationships Manager dated 4 July 2018 as circulated with the agenda.

The Group Manager Technology, Community and Customer Services summarised the process outlined in the report advising the following:

- Every six years Western Bay of Plenty District Council reviewed the way its communities were represented.
- Council had been talking with Western Bay communities to get a feel of how our diverse District could be better represented.
- The Representation Review had three decision-making components: Electoral System, Māori Wards and Representation Arrangements.
- August 2017 Council adopted a resolution to maintain the status quo (First Past the Post).
- November 2017 Council passed a resolution to establish Māori Wards
- February 2018 More than five percent of electors demanded a poll to decide the final outcome of Māori Wards.
- March – April 2018 Informal public engagement was undertaken asking people to identify their communities of interest and comment on our current representation arrangement.
- May 2018 The result of a poll was that 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:
 - 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.
 - Make a slight boundary adjustment that involves the boundary between the Katikati-Waihi Beach and Kaimai wards.

- Disestablish five current community boards and establish three community committees.

It was envisaged that the three ward community committees would include the elected ward councillors with representatives from the community appointed by a Council process from candidates nominated by the community.

- 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.
- Respective community committees would have a key role to partner with communities of interest (as identified via community feedback and by councillors during workshops) and citizens to act as a liaison point with council.

The terms of reference for each community committee would cover:

- Membership
- Tenure – generally three years to match the election cycle
- Delegations
- Meeting schedules
- Voting arrangements
- Work programme

The Group Manager, Customer Services and Information Technology noted that the population dynamic of the Western Bay district had greatly changed and grown since the district community boards were first formed in 1989. Our current community boards represent just 58 percent of our District's resident electors. This equated to; 100% representation for Waihi Beach-Katikati ward, 20% representation for Kaimai ward and 67% representation for Maketu-Te Puke ward. Residents were more mobile and they moved between communities while they 'live, work and play'. Many people lived in one community and worked in another.

The Board was advised that the community committee would be representative of all communities of interest. Specific sub-committees would be able to be formed for specific community projects bringing in qualified people with specific expertise from those who live in the community for a community/ward project.

The Board was clear that:

- In regard to the consideration in defining our community, and ensuring that there was fair representation across our community they were supportive of the proposal.
- It was important that there was a balance of those representing the community had the necessary skill base and complimentary expertise to work in a collaborative approach at community and Council level.
- The ability to have engagement without the formal structures and limitations of a community board model was very positive.

Community events would be held from 24 July to 24 August to allow for community engagement and conversations about the representation review.

Resolved: Member Hobbs / Councillor Williams

THAT the report from Customer Relationships Manager dated 4 July 2018 and titled Representation Review Update be received.

K14.5 **Chairperson's Report**

The Board considered a report from the Chairperson dated 9 July 2018 as circulated with the agenda.

K14.5.1 **CCTV Placement at Katikati**

This item was 'left on the table' from the last Board meeting after clarification was sought about the total costs for the installation of the camera systems original requested in April 2017. The Board would consider the installment of a CCTV camera system in the future as required.

Resolved: Member Hobbs / Councillor Williams

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.*

K14.5.2 **Katikati Arts Junction**

The Board was supportive of a request from the Katikati Arts Junction for seed funding to assist with the development of the old Library building to become the base for the Katikati Arts Collective.

Resolved: Member Hobbs / Councillor Mackay

That the Katikati Community Board allocated funding for the Katikati Arts Collective venture (as seed funding for the development of the old Katikati library) of \$15,000 funded from the Katikati Community Board Reserve account subject to the usual accountabilities being met.

K14.5.3

Katikati/Waihi Beach Reserves Management Plan Review

The Chairperson thanked all Board members for their contribution to the Katikati/Waihi Beach Reserves Management Plan Review. Verbal submissions to the review would be heard at Waihi Beach on 19 July 2018.

Resolved: Members Hobbs / Warren

THAT the Katikati Community Board Chairperson's Report dated 9 July 2018 be received.

K14.6

Councillor's Report

The Board considered a report from Councillor Mackay dated 9 July 2018 as circulated with the agenda.

Katikati/Waihi Beach Reserve Management Plan

Submitters to the Katikati/Waihi Beach Reserve Management Review would have the opportunity to speak to their submission at a community event scheduled for 19 July 2018, at the Waihi Beach Community Centre.

Changes To The Bylaw That Currently Allows Horses On Tuapiro Point

The Board was advised that a change was proposed to the provisions that currently allow horses to be ridden on Tuapiro Point. Local hapu had requested changes to the current bylaw due to people breaking the rules and high volumes of horse riders. Horse riding on the Tuapiro beach caused degradation and contamination to a customary food gathering area and the significant cultural and ecological values at Tuapiro Point needed to be protected.

The Board was advised that hearings for the bylaw change would take place on Monday 6 August 2018 at St Paul's Presbyterian Church Hall 1 Mulgan Street, Katikati.

Resolved: Councillor Mackay / Member Gibbs

THAT the report from Councillor Mackay dated 9 July 2018 be received.

K14.7 Community Board Grant Application - July 2018

The Board considered a report from the Democracy Advisor dated 4 July 2018 as circulated with the agenda.

The Board advised that they wished to receive and consider Community Board Applications on a six monthly basis (in October and May) during each financial year.

The Katikati La Leche League would be advised that the application would be held over until October 2018 for further consideration, with other grant applications that may be received up to this period.

Prior to the October and May Community Board meetings an advertisement would be placed in the Katikati Advertiser calling for applications for the Katikati Community Board Grants to be submitted to the Board for consideration.

Resolved: Member Hobbs / Councillor Mackay

1. *THAT the report from the Democracy Advisor dated 4 July 2018 and titled Community Board Grant Applications July 2018 be received.*

K14.8 Infrastructure Services Report Katikati - July 2018

The Board considered a report from the Deputy Chief Executive dated 26 June 2018 as circulated with the agenda.

K14.8.1 Katikati Recycling Centre

Board members noted that the extended hours at the Katikati Recycling Centre had been well received by Katikati residents.

K14.8.2 Kauri Point Jetty

The Board was advised that a decision on the access road would be sought at the Operations and Monitoring Committee on 2 August 2018. The decision would determine the outcome for the public toilet and car park requirements.

K14.8.3 New Katikati Library

The new Katikati Library would be officially opened on Thursday 21 August 2018.

K14.8.4 **Katikati Community Roothing Budget**

The Board reviewed the Community Roothing Budget Status noting the following amendments:

Remove

Street Tree Planting	\$10,000	Completed
Flag Track System K21.7	\$17,116	Completed

Include:

Henry Road Footpath Option 2	\$135,000	2.5m footpath with K&C
Beach Road Footpath Option 2	\$367,000	2.5m footpath

Remove:

Henry Road Footpath Option 1	\$110,000	1.5m footpath with K&C
Beach Road Footpath Option 1	\$287,000	1.5m footpath

The amended Katikati Community Roothing Budget would be presented to the next meeting of the Community Board for confirmation of priorities for the 2018/19 year.

K14.8.5 **Car Parking Behind Retail Premises Along Kotahi Lane - Minute Action Reference K13 18.4.3**

It was suggested that the installation of half round posts to indicate parking spaces along Kotahi Lane (behind the retail premises) be undertaken by volunteers as part of a community project.

The half round posts would give a clear indication of parking spaces available and discourage haphazard parking and ultimately result in more parking spaces being available.

The placement of the half round posts would need a flat surface, and there were many large tree roots protruding over the surface area that would need to be removed to give improvements to the surface.

The Board asked that the Roothing Engineer (East/West) investigate the most practical and timely options to improve the surface of parking area.

K14.8.6 **Kotahi Lane Car Park Signage - Minute Action Reference K13 18 4.2**

The Roothing Engineer (East/West) advised that New Zealand Transport Agency had reviewed the sight distances (on the State Highway approaches to Kotahi Lane) as appropriate for a 50km/h area and had agreed to allow a sign indicating car parking to be erected at the Kotahi Lane Car Park location.

K14.8.7 Traffic and Parking Bylaw

The Board would re-look at traffic and parking options for Park Road and other areas throughout Katikati when the annual Traffic and Parking Bylaw was presented for consideration later in the year.

Resolved: Councillor Williams / Member Gibbs

THAT the Deputy Chief Executive report dated 26 June 2018 and titled Infrastructure Services Report Katikati - July 2018 be received.

K14.9 Draft Financial Report Katikati - June 2018

The Board considered a report from the Management Accountant dated 2 July 2018 as circulated with the agenda.

Resolved: Councillor Mackay / Member Hobbs

THAT the Management Accountant's report dated 2 July 2018 and titled Financial Report Katikati - June 2018 be received.

K14.10 Council, Standing Committee and Community Board Meetings

The Board considered a schedule of meetings for the months of August and September 2018.

Resolved: Members Hobbs / Mayo

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

The meeting concluded at 9.05pm.

Confirmed as a true and correct record.

J Hobbs
Chairperson
Katikati Community Board

Date

Western Bay of Plenty District Council

Katikati Community Board

Chairperson's Report – August 2018

1. **Opening of The Centre – Pātuki Manawa**

The Blessing ceremony, Formal Opening Breakfast and community celebration of the Opening of The Centre – Pātuki Manawa was a history-making milestone event for Katikati on August 21st 2018. It's an exciting time for Katikati and we can all be very proud of this fantastic, modern and spacious community facility providing comfortable hi-tech spaces for every kind of user, event and function. Pātuki Manawa will create many new opportunities for businesses, groups and individuals to choose Katikati as a destination town in the future.

2. **Welcome to Allan Wainwright – Katikati Community Centre Manager**

The Community Board welcomes Allan to Katikati and wishes him all the very best in his new role as manager of the Community Centre.

3. **Memorial Hall – New Sound System**

Over the years many users of the Memorial Hall in Katikati have needed a good quality public address system for their event, often needing to broadcast outside as well as inside the Hall. Users have always had to provide this themselves as the hall is not currently equipped with this technology.

The Chairman of the Memorial Hall Committee has approached the Community Board to help with funding for a new sound system, which will include a four speaker system inside the Hall, a two speaker system in the Memorial Lounge, a two speaker system at the front of the Hall and a two speaker system on the north side of the Hall for Market Square. The system will have a central control centre where the various components, including microphones can be configured to suit the needs of the occasion.

The cost is quoted at \$12,500 and currently the Returned Servicemen Association of Katikati has offered a grant of \$4000 and the Katikati Lions Club has also offered a grant of \$4000, as they are regular users, with Anzac and Armistice Day events, the monthly Moggies Market and The Steptoe Auction.

The Community Board recognizes the important amenity value of the Memorial Hall to the people of Katikati and the need for a good quality sound system within that facility and therefore would also like to contribute funds to the project.

4. Safe Roads Update

Justin Rae and Alistair McCaw from Safe Roads briefed the Board on the approved project SH2 Waihi to Omokoroa Safety Improvements 2018 - 2023.

Attachment A

Between 2006 and 2015, 21 people have lost their lives and 61 have been seriously injured along this stretch of rural highway. Most of these resulted from head-on and run off road crashes. This stretch of road has also been rated the 14th worst corridor in New Zealand in terms of the frequency of fatal and serious crashes. This stretch of road is currently rated a 2-star road under the KiwiRAP national road safety risk rating system, with 1-star being the lowest and 5-star being the highest. To serve its current function SH2 should be a 3-star rating or above. The immediate priority is to make this a safer stretch of road as soon as possible to reduce deaths and serious injuries and so everyone can enjoy safer journeys.

This project will improve road and roadside safety on State Highway 2, between Waihi and Omokoroa. Improved safety features may include roadside and median barriers, extra wide centre-line, wide sealed roadside shoulder, rumble strips, improved signage, intersection upgrades and speed management.

The project has begun with work between Waihi and Trigg Road, and will proceed in sections, through to Omokoroa intersection, over the next 5 years.

Safe Roads team members will meet with the Community Board regularly for an update.

5. Diggelmann Toilets – Story Board

The completed story board giving detail about life in a Bushman's Shanty during the kauri milling days is ready for printing and installation next to the new Diggelmann Toilets.

Attachment B

Quote for printing on ACM from 1 st Signs in Katikati	148.00 + GST
Quote for frame and installation Katikati Mens Shed	400.00 + GST

Recommendation:

THAT the Katikati Community Board approve funding up to of \$600.00 for the development and installation of 'The Bushman's Shanty' storyboard located at Digglemann Park funded from the Katikati Community Board Reserve Account.

6. Katikati Taiao Community-led Development partnership with DIA

After working together for 18 months, Katikati Taiao, on behalf of the Katikati community, and the Department of Internal Affairs, are having a community celebration to witness the signing of the Partnering Agreement between them, in the Community-led Development Programme. The formalities will be followed by afternoon tea and all are welcome. The celebration will be held on Saturday September 1st from 1pm at The Centre – Pātuki Manawa, Katikati Town Centre

7. Bird Walk/Yeoman Walkway

An update on this item is reported in the Minute Action Attachment A to the Infrastructure Services Report for this meeting.

8. Kotahi Lane Parking Sign

The Board would like to improve visibility of the Kotahi Lane carpark at the northern end of the service lane with better signage on SH2. After some discussion and onsite observation, it is agreed a double sided universal parking sign with an arrow, on the northern side of SH2 opposite the Kotahi Lane/SH2 intersection is the most visible option for all users of SH2. The cost of this signage purchase and installation will be \$1104.00.

Attachment C

9. Kotahi Lane Accessway between Western Bay Heritage Museum and Private Commercial Property

The Board would like a report on the feasibility of altering the flow of traffic out of Kotahi Lane (as shown on the attached map). All day parking arrangements for people working in the Katikati Town Centre have changed with the introduction of a 4 hour limit in the vicinity of the Memorial Hall.

Some people have reported concerns about alternative parking in Kotahi Lane due to the dangers of turning right out of the service lane onto SH2 late in the day when there are high traffic volumes and limited visibility.

A suggestion has been made to alter the one-way in to a one-way out to improve the safety of Kotahi Lane users as the nearby pedestrian lights could create a semi-controlled intersection with SH2. Currently, vehicles should only be accessing into the service lane off Main Street.

Attachment D

Recommendation

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

Jenny Hobbs
Chairperson
Katikati Community Board

Waihi to Omokoroa safety improvements

Construction

So there are fewer hold ups for people driving on this road, we plan to divide the construction into 10 sites. One contractor will start from Waihi and work south to Katikati. Another contractor will start from Katikati and work south to Omokoroa.



To make this stretch of road safer we are:

- » widening the road
- » putting in a wide centreline to help keep traffic apart
- » widening the road shoulders to give drivers more room
- » putting in roadside safety barriers where there are power poles, trees and deep ditches
- » making 26 intersections safer.

Typical wide centreline and side barriers*



26 intersections will be made safer

New right turn bays for:

- Baxter Rd
- Crean Rd
- Ford Rd
- Trig Rd
- Woodlands Rd
- Wolseley Rd
- Canon Rd
- Tuapiro Rd
- McMillan Rd
- Willoughby Rd
- Lindemann Rd
- Walker Rd West and East
- Dawsons Rd
- Wright Rd

Safety improvements for:

- Heath Rd
- Pahoia Rd
- Esdale Rd
- Kauri Point Rd
- Rea Rd
- Tetley Rd
- Thompsons Track
- Work Rd
- Kelly Rd
- Mathers Rd
- Westbank Dr
- Sargent Dr



THE BUSHMAN'S SHANTY - THE HUB OF A KAURI CAMP

The bushman's hut design of this public toilet is in keeping with this park's reflection of Katikati's kauri milling industry in the late 1800s.

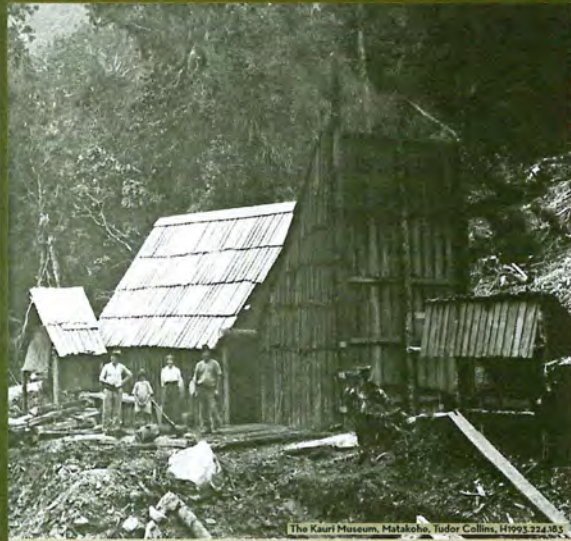
The bushman's shanty was an important part of a kauri milling camp. It was a home-away-from-home, serving as cookhouse, dining hall and dormitory. Constructed of strong posts, poles and palings, these huts were often thatched with nikau palm leaves - the shanty provided a snug, waterproof bush home.

The chimney room was the most impressive feature of the shanty. It was the cook's realm, provided warmth on freezing nights and was the drying space for wet clothing after a soggy day in the bush. It also provided space for storing logs for the fire that burned all day. A long wall-to-wall pole, from which chains were suspended, was hung with cooking utensils, pots, kerosene tins and camp ovens. The cook would blow a bullock's horn to call in the men from the bush for meals. The adjoining long room featured a large table where the bushmen ate, socialised and relaxed. Sleeping bunks, with bush-fern mattresses, lined the walls.

A shanty in the style seen here, would have been central to the bush area in Katikati worked in the late 1890s. This was said to be the southern most kauri milling camp in New Zealand.

Information sourced from: The New Story of the Kauri by A.H. Reed.

You are welcome to post a photo on Instagram of your stopover at #Katikatibushmanshantystop



The Kauri Museum, Matakoho, Tudor Collins, H1993.224.305



The Kauri Museum, Matakoho, Tudor Collins, H1993.224.184



The Kauri Museum, Matakoho, Puhooi Historical Society, E1995.170.22



The Kauri Museum, Matakoho, E1996.260.51



The Kauri Museum, Matakoho, Tudor Collins J1993.224.601



Timber camp, Northland, Northwood Brothers, Photographs of Northland, Ref. 1/1-006221-G, Alexander Turnbull Library, Wellington, New Zealand, Records/23150473



The Kauri Museum, Matakoho, E1996.260.50



The Kauri Museum, Matakoho, Tudor Collins, H1993.224.221



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ATTACHMENT C

23



Western Bay of Plenty District Council
Katikati Community Board
Councillors Report – August 2018

Councillor Williams will provide a verbal update to the meeting on the following items:

- **Reserve Management Plan**
- **Representation Review**
- **Review of Reserves and Facilities Bylaw – Tuapiro**
- **SH2 safety upgrade and Mathers Road**

Mike Williams
Councillor
Katikati Community Board

Western Bay of Plenty District Council

Katikati Community Board

Infrastructure Services Report Katikati August 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 14 August 2018 and titled Infrastructure Services Report Katikati August 2018 be received.***



Approved

Gary Allis
Deputy Chief Executive

1.0 Utilities

1.1 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 half of the tanks have been installed in private property. The Treatment Plant construction is complete with only finishing work, including fencing and the access track to be completed. Commissioning of the plant will occur in mid August.

1.2 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. A number of site visits were undertaken on 11 and 12 July. The site visits looked at a number of wastewater treatment plants that use land disposal options for treated discharge.

The working group has selected for potential disposal sites. The engineering staff will now undertake an in-depth study of potential disposal options for each site. This is expected to take three months.

1.3 Katikati Recycling Centre Opening Hours Trial

The Katikati Recycling centre will continue with the extended opening hours on Thursday afternoons for the next three months. Vehicle numbers during the survey period confirmed that the community appreciated the additional time available. Vehicles using the centre between 9am and 12noon averaged 230 and between 12noon and 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.

1.4 Licensing Waste Collectors - Waste Management and Minimisation Bylaw 2013

Letters have been sent to known waste collectors to apply and pay to operate as a licenced waste collector in the District as per the requirements of the Waste Management and Minimisation Bylaw 2013.

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.

Applications are being processed and where required further information is sought. J J Richards & Sons, Kleana Bins and Katikati Bin Hire have been approved for a licence and are in the process of being issued.

1.5 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).

2.2 Haiku Park to Henry Road Cycleway/Walkway

An information sign design concept prepared by a local Katikati artist has taken some time for staff to review design layout and streamline written content (the researched history included too much content for one sign board). Staff review has now been completed and sent back to the artist for reformatting into a revised design. The revised design will be submitted to the Katikati Community Board for feedback.

3.0 Strategic Property

3.1 Katikati Library

Practical completion of the Library has occurred and staff and the contractor are finalising the minor issues still outstanding and some additional work required to meet the building consent requirements for the two buildings.

4.0 Development Engineering and Projects

Nothing new to report this month.

5.0 Emergency Management

5.1 Training

CDEM Inductions. Since 1 June 2018, two WBOPDC staff have received CDEM Induction training. One of those staff is now an EOC Volunteer Coordinator in the Operations Team, and the other is in a back-up role for the Intelligence Team.

ITF Intermediate training in Whakatāne on 25-26 July, which included two Intelligence Team (GIS) staff from the Western Zone EOC. The net course is scheduled for 21-22 August in Tauranga.

5.2 Exercise Ruapehu II

This was a facilitated desktop discussion centred on the scenario of a volcanic ashfall. The exercise took place in the Western Zone EOC Chambers on 29 June 2018, and involved the Incident Management Team. The key objectives for the exercise were firstly to introduce the newly developed Checklist Compendium (attached) which we have produced over the past year in response to demand for more structured guidance to managing the response to emergencies. Secondly, we discussed key principles of successful function team management; and finally we integrated these two objectives through exercising an Incident Management Team (IMT) meeting and developing an Incident Action Plan.

Checklist Compendium: The Emergency Operations Centre Incident Management Team each have a copy of the Checklist Compendium, and several copies are also located in each of the Team boxes in the CDEM storeroom at WBOPDC. Future exercises will focus on staff familiarity with this key resource.

November 2018 Exercise: Planning is underway for a Tier 1 exercise in November which will involve all of the Bay of Plenty Emergency Operation Centres participating independently on separate days. The focus of the training will be on staff gaining familiarity with the Checklist Compendium, principally their Emergency Operations Centre roles and function team processes.

5.3 New Community Resilience Staff

Over July Nick Barnes and Theo Ursum both started with the Emergency Management Bay of Plenty, Community Resilience team. Theo and Nick are welcome arrivals and fill two long standing vacancies left within the team. Theo will be taking the lead working with the community response teams in the Western Bay of Plenty to continue the great work that has been done in this space to date.

5.4 Diverse Response Seminar

On Wednesday 27 June 2018 the annual welfare forum was hosted in Tauranga themed "Diverse Response". The seminar was designed to highlight the importance of understanding our increasingly diverse communities in the Bay of Plenty. A number of speakers from Korea, Indonesia, China, India and Pacifika shared their cultural and religious beliefs with the group. The Bay of Plenty Interpreting Services also demonstrated how CDEM could access the service which currently supports over 40 different languages. The day provided Civil Defence Emergency Management staff the opportunity to establish connections with some of the ethnic communities particularly in the Tauranga and Western Bay of Plenty.

6.0 Roothing

6.2 Community Roothing Katikati

Fairview Road kerb and channelling construction is underway and to be completed by end of August (weather dependent).

Stewart Street design complete and approved by Community Board. Added to WestLink's Programme of Works, however, the start date has yet to be confirmed.

6.3 Community Road Budget

Current Account:	Cost (\$):	Status:
Current Account Opening Balance 1 July 2017	\$169,974	
Allocation for 2017/18	\$158,945	
Subtotal	\$328,919	
Committed Projects (for 2017/18)		
Street Tree Planting	\$10,000	Complete
Flag Trax System K21.7	\$17,116	Complete
Library Footpath and Plaza - Resolutions K18.9	\$150,000	Expected completion July 2018
Stewart Street Widening K617.7	\$140,000	Design phase complete
Mulgan Street - Kerb and Channel	\$60,000	Predicted Start Date October 2018
Subtotal	\$473,116	
Indicative NZTA Minor Improvement Subsidy	-\$118,000	
Mulgan Street Works (Developer Invoiced)	-\$30,000	
Current Account Closing Balance 30 June 2018	\$3,803	
Current Account Opening Balance 1 July 2018	\$3,803	
Allocation for 2018/19	\$158,945	
Subtotal	\$162,748	
Proposed Projects (for 2018/19)		
Henry Road Footpath Option 1	\$110,000	1.5m footpath with K&C
Henry Road Footpath Option 2	\$35,000	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

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 **16 August 2018: Staff have had a preliminary meeting with the owner of the adjoining wetland to discuss the need to manage the erosion issued.**

A site meeting is being arranged with the Board Chair, Uretara Estuary Managers Group, WBODC and BOPRC staff to consider the best solution.

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 **16 August 2018: A meeting is being arranged with the Chairman.**

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	Earle 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	<p>14 August 2018: Meeting held with Katikati Community Board. Design ideas to be put forward to WestLink for drawing and construction pricing. Once received these will be put forward to Katikati Community Board for approval.</p> <p>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.</p> <p>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.</p> <p>11 April 2018: Information received. Site meeting at Earl Drive arranged with Katikati Community Board for Friday 27 April 2018.</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 **16 August 2018: There has been no response to date to the letters that were sent to the relevant parties. Staff will follow up with a reminder letter.**

26 June 2018: Letters have been sent to the relevant parties.

15 May 2018: The adopted Resolution by the Board was reported to Council on 17 May 2018.

The outcome of Council's decision will be reported back to the Board, with updates as reported in the Council Minute Action Sheet.

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.

There are implications to the process and the detailed investigation is expected to take some months.

16 April 2018: A report on the change of designation process has been completed.

28 Feb 2018: Staff have prioritised the report to go to the next Community Board meeting.

17 January 2018: No change.

7 Nov 2017: The report has been delayed due to the current staff workload.

13 Sept 2017: The report is in the process of being prepared.

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.

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 **14 August 2018: Costing for sign 2.1m x 1.0m received - \$1,035.00. Awaiting Katikati Community Board approval.**

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.

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	<p>14 August 2018: 14 August 2018: Katikati Community Board discussed as a possible community project. Awaiting feedback from the Community Board.</p> <p>18 July 2018: Extract from MAS K1418 8.5 (Closed as same topic) It was suggested that the installation of half round posts to indicate parking spaces along Kotahi Lane (behind the retail premises) be undertaken by volunteers as part of a community project.</p> <p>The half round posts would give a clear indication of parking spaces available and discourage haphazard parking and ultimately result in more parking spaces being available.</p> <p>The placement of the half round posts would need a flat surface, and there were many large tree roots protruding over the surface area that would need to be removed to give improvements to the surface.</p> <p>The Board asked that the Roding Engineer (East/West) investigate the most practical and timely options to improve the surface of parking area.</p> <p>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.</p>

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 **16 August 2018: Council will consider the proposal through the Reserve Management Plan review process.**

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 Diggelman Park.

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 Diggelman Park Reserve as the preferred site for the outdoor fitness equipment.

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>16 August 2018: Progress continues to be made on the project.</p> <p>Soil tests for contamination have come back and the results show that the soil is within the guidelines for recreational use.</p> <p>An archaeological authority is not required, therefore the earthworks will be undertaken using accidental discovery protocols.</p> <p>Resource Consent application are being prepared for the earthworks.</p> <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 survey 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>
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KATIKATI COMMUNITY BOARD 18/07/2018

Remit Title **Katikati Community Roothing Budget**

Remit Number K1418 8.4

Owner RE1

Status COMPLETED

Complete Date 15 August 2018

Confidential

Resolution The Board reviewed the Community Roothing Budget Status noting the following amendments:

Remove

- Street Tree Planting \$10,000 Completed
- Flag Track System K21.7 \$17,116 Completed

Include:

- Henry Road Footpath Option 2 \$135,000 2.5m footpath with K&C
- Beach Road Footpath Option 2 \$367,000 2.5m footpath

Remove:

- Henry Road Footpath Option 1 \$110,000 1.5m footpath with K&C
- Beach Road Footpath Option 1 \$287,000 1.5m footpath

The amended Katikati Community Roothing Budget would be presented to the next meeting of the Community Board for confirmation of priorities for the 2018/19 year.

Actions

15 August 2018: The Katikati Community Board's comments have been noted. The Community Roothing Budget status has been amended.

KATIKATI COMMUNITY BOARD 18/07/2018

Remit Title **Car Parking Behind Retail Premises Along Kotahi Lane - Minute Action Reference K13 18.4.3**

Remit Number K1418 8.5

Owner RE1

Status COMPLETED

Complete Date 15 August 2018

Confidential

Resolution It was suggested that the installation of half round posts to indicate parking spaces along Kotahi Lane (behind the retail premises) be undertaken by volunteers as part of a community project.

The half round posts would give a clear indication of parking spaces available and discourage haphazard parking and ultimately result in more parking spaces being available.

The placement of the half round posts would need a flat surface, and there were many large tree roots protruding over the surface area that would need to be removed to give improvements to the surface.

The Board asked that the Roading Engineer (East/West) investigate the most practical and timely options to improve the surface of parking area.

Actions **15 August 2018: This MAS has been closed as it is reported in MAS K1318 4.3**

KATIKATI COMMUNITY BOARD 18/07/2018

Remit Title	Traffic and Parking Bylaw
Remit Number	K1418 8.7
Owner	RE1
Status	COMPLETED
Complete Date	15 August 2018
Confidential	
Resolution	The Board would re-look at traffic and parking options for Park Road and other areas throughout Katikati when the annual Traffic and Parking Bylaw was presented for consideration later in the year.
Actions	15 August 2018: The Community Board's comments have been noted.

Western Bay of Plenty District Council
Katikati Community Board
Financial Report Katikati – July 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 31 July 2018 (**Attachment A**).

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

Salaries are over budget year to date. Security charges reflect an accrual for CCTV monitoring in 2018.

Grant payments made to date:

	\$
Total grants to date	\$0

Committed - Operational expenditure

	\$
Total outstanding operational commitments	\$0

2018/19 reserve analysis:


2018/19 Opening balance	\$126,207
2018/19 Closing balance	\$126,207

Committed - Reserve expenditure


Council to 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)
Kitchen Fit-Out for the new library [K18.3.2]	\$(30,000)
Furniture for Community Hub in library [K13.6.1]	\$(18,172)
Fund Katikati Arts Junction to assist development of old Library to base for Katikati Arts Collective [K14.5.2]	\$(15,000)
2018/19 Closing balance after committed	\$52,985

Recommendation

THAT the Management Accountant's report dated 07 August 2018 and titled "Financial Report Katikati – July 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
Income and Expenditure Statement
For the period ended 31 July 2017**

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	☑	0	0
Bylaw Enforcements	0	0	0	☑	0	0
Conference Expenses	0	167	167	☑	2,000	0
Contingency - [see breakdown below]	0	167	167	☑	2,000	513
Grants	0	667	667	☑	8,000	7,904
Mileage Allowance	0	167	167	☑	2,000	1,067
Salaries	2,091	1,991	(100)	⊗	26,198	26,922
Security	(252)	542	794	☑	6,500	755
Street Decoration	0	375	375	☑	4,500	4,181
Inter Department Charges	0	3,264	3,264	☑	39,169	39,168
Total Operating Costs	1,839	7,340	5,501	☑	90,367	80,508
Interest Expense	0	0	0	☑	0	(7,040)
Total Direct Costs	1,839	7,340	5,501	☑	90,367	73,469
Total Costs	1,839	7,340	5,501	☑	90,367	73,469
Income						
Rate Income	0	7,531	(7,531)	⊗	90,367	88,808
Total Direct Income	0	7,531	(7,531)	⊗	90,367	88,808
Net Cost of Service	(1,839)	191	(2,030)	⊗	0	15,339
	0	0	0		0	0
Contingency - breakdown						
Year to date contingency costs	0					
Community Board Reserves						
Opening Balance - Surplus (Deficit)	126,207					
(Decrease) Increase in year	0					
Closing Balance - Surplus (Deficit)	126,207					

Western Bay of Plenty District Council

Formal Meeting Schedule 2018

SEPTEMBER 2018			
Meeting	Date	Time	Venue
Policy Committee	4 September	9.30am	Chambers
Maketu Community Board	4 September	7.00pm	Maketu Community Centre
Te Puke Community Board	6 September	7.00pm	Te Puke Library and Service Centre
Operations and Monitoring Committee	13 September	9.30am	Chambers
Council	20 September	9.30am	Chambers
Rural Committee	25 September	9.30am	Chambers
Policy Committee	27 September	9.30 am	Chambers
OCTOBER 2018			
Meeting	Date	Time	Venue
Waihi Beach Community Board	8 October	6.30pm	Waihi Beach Community Board
Omokoroa Community Board	9 October	7.00pm	Omokoroa Community Church
Katikati Community Board	10 October	7.00pm	The Centre – Pātuki Manawa 21 Main Road Katikati
Community Committee	11 October	9.30am / 10.00am	Chambers
Maketu Community Board	16 October	7.00pm	Maketu Community Centre
Policy Committee	18 October	9.30am	Chambers
Te Puke Community Board	18 October	7.00pm	Te Puke Library and Service Centre
Labour Day - 22 October			
Operations and Monitoring Committee	25 October	9.30am	Chambers
Regulatory Hearings Committee (if required)	30 October	9.30am	Chambers
Regulatory Hearings Committee (if required)	31 October	9.30am	Chambers