



# MEETING — AGENDA —

*Ngā Take*

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Western Bay of Plenty  
District Council

# KATIKATI COMMUNITY BOARD

*Poari Hapori*

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**K16**  
**Wednesday, 10 October 2018**  
**The Centre. Pātuki Manawa**  
**Katikati Library and Service Centre**  
**7.00pm**

# Notice of Meeting No K16 Te Karere

## Katikati Community Board Poari Hapori

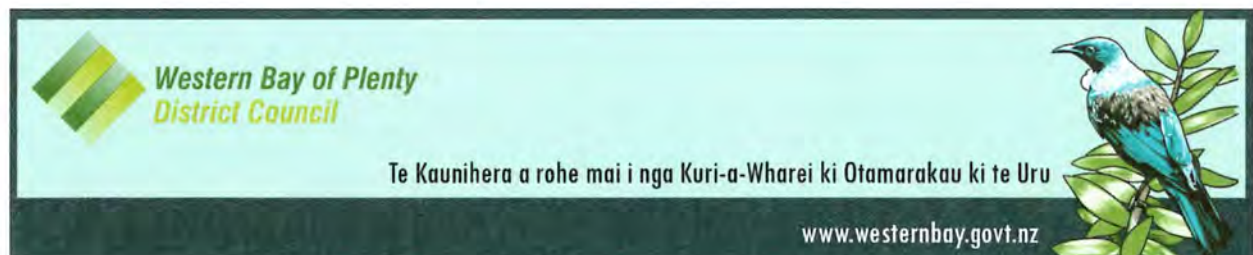
**Wednesday, 10 October 2018**  
**The Centre. Pātuki Manawa**  
**Katikati Library and Service Centre**  
**7.00pm**

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. K16

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.*

K16.1      **Minutes of Meeting No. K15 of the Katikati Community Board Held on 29 August 2018**      7-16

A copy of the minutes are attached.

## **Recommendation**

*THAT the minutes of meeting no. K15 of the Katikati Community Board held on 29 August 2018 as circulated with the agenda, be confirmed as a true and accurate record.*

K16.2      **Chairperson's Report**      17-22

Attached is a report from the Chairperson dated 19 September 2018.

K16.3	<p><b>Councillor's Report</b></p> <p>Attached is a report from Councillor Mackay dated 25 September 2018.</p>	23
K16.4	<p><b>Community Matching Fund - 2018 Successful Recipients</b></p> <p>Attached is an information report from the Community Relationship Advisor dated 19 September 2018.</p>	24-26
K16.5	<p><b>Community Board Grant Application</b></p> <p>Attached is a report from the Democracy Advisor dated 20 September 2018</p>	27-28
K16.6	<p><b>Update to Community Boards on upcoming Speed Limits Bylaw and Traffic and Parking Enforcement Bylaw Reviews</b></p> <p>Attached is a memorandum from the Roothing Engineer (East/West) and the Policy and Planning Manager dated 25 September 2018.</p>	29
K16.7	<p><b>Infrastructure Report - October 2018</b></p> <p>Attached is a report from the Deputy Chief Executive dated 25 September 2018.</p>	30-45
K16.8	<p><b>Katikati Community Roothing Programme 2018/19</b></p> <p>Attached is a report from the Roothing Engineer (East/West) dated 13 September 2018.</p>	46-52
K16.9	<p><b>Financial Report Katikati - August 2018</b></p> <p>Attached is a report from the Management Accountant dated 18 September 2018.</p>	53-55
K16.10	<p><b>Draft Annual Budget - October 2018</b></p> <p>Attached is a report from the Democracy Advisor dated 19 September 2018.</p>	56-58

K16.11

**Council, Standing Committee and Community Board Meetings** 59-60

Attached is a schedule of meetings for the months of October, November and December 2018.

**Recommendation**

*THAT the schedule of meetings for October, November and December 2018 be received.*

## Western Bay of Plenty District Council

**Minutes of Meeting No. K15 of the  
Katikati Community Board held on 29 August 2018  
in The Centre. Pātuki Manawa, Katikati  
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 Financial Officer), G Allis (Deputy Chief Executive Officer), G Golding (Team Leader Compliance Support), T Hindmarsh (Parking Warden Compliance Officer Katikati) and A Alty (Democracy Advisor)

### **Others**

Christal Weber (Assistant City Manager for Operations at Lees Summit - Missouri USA) who was on an exchange visit to Western Bay of Plenty District Council and Sheryl Bryant (City Future General Manager) from Palmerston North City Council and three members of the public.

### **Apologies**

An apology for absence was received from Member Mayo.

**Resolved:** Councillor Williams / Member Gibbs

*THAT the apology for absence from Member Mayo be accepted.*

### **Public Forum**

The Chairperson clarified the protocols relating to the Public Forum section of the meeting as set out in the Standing Orders for the Katikati Community Board. Attending members of the public were invited to take part in the Public Forum.

**Resolved:** Member Hobbs / Councillor Mackay

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

The Chairperson introduced Greer Golding, the Team Leader Compliance Support who in turn introduced Tracy Hindmarsh, the newly appointed parking warden for Katikati.

Tracy spoke to the Board outlining her previous career background and the role and responsibilities of her new role in Katikati. Her role as the parking warden would also encompass bylaw compliance and monitoring duties for Katikati and the Waihi Beach area.

The Chairperson thanked Mrs Hindmarsh for introducing herself to the Board members and wished her all the best in her new role.

### **Replacement of Broken Tin Fence Behind the Western Bay Heritage Museum and the Katikati Arts Junction Building**

Paula Gaelic spoke to the Board outlining the work that had been undertaken in the development of the gardens at the back of the Western Bay Heritage Museum. Much of the work had been done in liaison with supervised community service workers who had taken a lot of pride in the ongoing development. In time the garden development would continue along the edge of the Uretara Stream to the bridge to enhance the overall area.

There were a number of interactive and educational programmes using the outdoor gardens being developed by the Heritage Museum and in conjunction with the Katikati Arts Junction it was planned to enhance the whole area as a focal point for visitors and residents alike.

The tin fence at the back of the new Arts Junction was broken and needed replacing. The Board was advised the development of this area had been signalled in the Reserve Management Plan and there may be the opportunity to allocate funding for the replacement fence from the next Annual Plan.

The Reserves and Facilities Officer (West) had advised that he was awaiting quotes for replacement fencing required and this would be forwarded to the Chairperson and Ms Gaelic as soon as it was available.

### **Katikati Arts Junction**

Jacqui Knight advised that the Arts Junction refurbishment was progressing very well and it was aimed to have an opening launch on 14 September.

### **Functionality of the Kotahi Lane Car Park**

Jacqui Knight spoke of concerns raised by members of the public about parking availability in Katikati township. While Kotahi Lane was now available for public parking, it was not well used as it was muddy and cars were subject to petal fall and bird poo. The area was not user friendly and in its current state not functional as a car park. The cherry trees looked nice but dropped petals at this time of the year. The whole area need levelling, sealing and lighting.



The Deputy Chief Executive Officer advised that the area needed to be built up and levelled to ensure it was well drained for car parking use. Options for the required work would be sought and presented to the Board at a later date.

**Resolved:** Member Hobbs / Councillor Mackay

*THAT the meeting be reconvened in formal session at 7.28pm.*

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

The Board considered the minutes of K14 of the Katikati Community Board held on 18 July 2018 as circulated with the agenda.

**Resolved:** Councillor Mackay / Member Gibbs

*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**

The Board considered a report from the Chairperson dated 15 August 2018 as circulated with the agenda.

**K15.2.1 Opening of The Centre. Patuki Manawa**

The blessing ceremony, formal opening breakfast and community celebration of the opening of The Centre. Pātuki Manawa - the new Katikati Library and Service Centre was a history-making milestone event for Katikati on 21 August 2018. This was 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 would create many new opportunities for businesses, groups and individuals to choose Katikati as a destination town in the future.

**K15.2.2 Welcome to Allan Wainwright - Katikati Community Centre Manager**

The Chairperson advised that Allan Wainwright had been welcomed to his new role as manager of the Katikati Community Centre. Mr Wainwright started in the position on Monday 27 August 2018.

**K15.2.3 Memorial Hall - New Sound System****Declaration of Interest**

Councillor Mackay declared an interest in this item as a member of the Katikati Memorial Hall Committee, and took no part in the discussion or voting thereon.

Over the years many users of the Memorial Hall in Katikati had needed a good quality public address system, often needing to broadcast outside as well as inside the Hall. Users had always had to organise their own sound system as the hall was not currently equipped with this technology.

The Chairman of the Memorial Hall Committee had approached the Community Board to help with funding for a new sound system, which would 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 would have a central control centre where the various components, including microphones could be configured to suit the needs of users.

The Chairperson of the Memorial Hall Committee advised that the quoted cost for the system was \$12,500 and currently the Returned Servicemen Association of Katikati had offered a grant of \$4,000 and the Katikati Lions Club had also offered a grant of \$4,000, as they were regular users, with Anzac and Armistice Day events, the monthly Moggies Market and The Steptoe Auction.

The Community Board recognized 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.

In response to questions raised relating to charging for the use of the sound system, the Board agreed that this was a matter that for the Katikati Memorial Hall Committee to consider.

**Resolved:** Members Hobbs / Gibbs

*THAT the Katikati Community Board allocate funding of \$4,500 to the Katikati Memorial Hall Committee for a new sound system for the Katikati Memorial Hall funded from the Board's 2018/19 Reserve Account.*

**K15.2.4 Safe Roads Update**

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

Between 2006 and 2015, 21 people had lost their lives and 61 had 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 had also been rated the 14th worst corridor in New Zealand in terms of the frequency of fatal and serious crashes. This stretch of road was 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 State Highway Two should be a 3-star rating or above. The immediate priority was to make this a safer stretch of road as soon as possible to reduce deaths and serious injuries and so everyone could enjoy safer journeys.

This project would improve road and roadside safety on State Highway Two, 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 had begun with work between Waihi and Trigg Road, and would proceed in sections, through to Omokoroa intersection, over the next five years.

Safe Roads team members had advised that they would meet with the Community Board regularly for an update on the safety improvement works.

#### K15.2.5 **Diggelmann Toilets - Story Board**

The Board was advised that the story board giving detail about life in a Bushman's Shanty during the kauri milling days was completed and ready for printing and installation next to the new Diggelmann Toilets. The quotes prices received were outlined as follows:

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

**Resolved** Councillor Williams / Member Gibbs

*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 Diggelmann Park funded from the Katikati Community Board Reserve Account.*

#### K15.2.6 **Katikati Taiao Community-Led Development Partnership with Department of Internal Affairs**

After working together for 18 months, Katikati Taiao, on behalf of the Katikati community, and the Department of Internal Affairs, were having a community celebration to witness the signing of the Partnering Agreement between them, in the Community-led Development Programme. The celebration would be held on Saturday 1 September 2018 from 1.00pm at

The Centre. Pātuki Manawa, Katikati Town Centre followed by afternoon tea.

#### K15.2.7 **Kotahi Lane Parking Sign**

The Board had earlier advised that they wished to improve the visibility of the Kotahi Lane carpark at the northern end of the service lane with better parking [P] indication signage on State Highway Two. After some discussion and earlier onsite observations, it had been agreed a double sided universal parking sign with an arrow, on the northern side of State Highway Two opposite the Kotahi Lane/ State Highway Two intersection was the most visible option for vehicles travelling on State Highway Two. The cost of the signage purchase and installation would be \$1,104.00.

**Resolved:** Members Hobbs / Gibbs

*That the Katikati Community Board approve funding of \$1,104.00 for the installation of parking [P] signage to be located on the northern side of State Highway Two opposite the Kotahi Lane/State Highway Two intersection funded from the Katikati Community Roading Account.*

#### K15.2.8 **Kotahi Lane Car Park**

##### **A. Kotahi Lane Car Park Improvements**

The Board would like to receive an overall comprehensive plan with costings for improvements to the Kotahi Lane car park, identifying required levelling, drainage, sealing and marking. The Board asked if a plan could be made available for a forthcoming workshop for further consideration along with an updated Community Roading Budget.

It was imperative that the Kotahi Lane car park be improved as much as possible in the meantime, filling in the pot holes, levelling and spreading some gravel as part of general maintenance. It was also suggested that the cherry trees on the boundary of the car park be rationalised to enable improved delineated parking spaces to be clearly identified.

##### **B. Accessway between Western Bay Museum and Private Commercial Property to Kotahi Lane**

The Board would like a report on the feasibility of altering the flow of traffic out of Kotahi Lane. Some people had reported concerns about the dangers of turning right out of the service lane onto State Highway Two late in the day when there were high traffic volumes and limited visibility.

A suggestion had been made to alter the left hand turn entry to the one-way access 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 State Highway Two. Altering the flow of traffic out of the access way, may result in the parking behind the commercial premises in Kotahi Lane being better used.

The Deputy Chief Executive Officer advised that the Roading Engineer (East/West) would be requested to investigate the suggestions giving consideration to the current agreement for use of the service lane by current land/retail premise owners and the installation of a 'yellow safety hatch' area at the exit point onto the state highway before the pedestrian crossing. Subject to the feasibility report, a trial of the proposed traffic flow would be widely notified before being implemented.

**Resolved:** Members Hobbs / Warren

*THAT the Katikati Community Board Chairperson's Report dated 15 August 2018 be received.*

### K15.3

#### **Councillor's Report**

The Board considered a report from Councillor Williams dated 14 August 2018 as circulated with the agenda.

#### **Katikati / Waihi Beach Reserve Management Plan**

Council would consider submissions relating to the Katikati/Waihi Beach Reserve Management Plan at a workshop to be held on 27 September 2018. There may be some specific items arising from the submissions that could be referred to the Annual Plan process for consideration in the 2019/2020 financial year.

#### **Representation Review**

Board members noted that many members of the public had difficulty understanding and writing a submission on something they did not understand. It was important for people to understand that Council was not saying no to representation but was trying to achieve overall better community representation. Submission to the review process closed on 24 August with hearings to take place on Monday 3 September.

Council would then undertake deliberations on the review on 20 September. The final proposal would be publicly notified on 2 October and any appeals or objections between this time up to 2 November would be referred to the Local Government Commission. A decision by the Commission on the representation proposal would be announced by 10 April 2019.

### **Review of Reserves and Facilities Bylaw - Horse Riding on Beach at Tuapiro**

The proposed Tuapiro Point Horse Riding Ban had instigated 597 submissions. The Policy Committee would consider these submissions on the 27 September 2018 where decisions would be made on the proposed changes to the bylaw. This would then be reported to the next available Council meeting when the final bylaw would be adopted.

**Resolved:** Councillors Williams / Mackay

*THAT the report from Councillor Williams dated 14 August 2018 be received.*

### **K15.4 Infrastructure Services Report Katikati - August 2018**

The Board considered a report from the Deputy Chief Executive dated 14 August 2018 as circulated with the agenda.

#### **K15.4.1 Bird Walk Erosion - Minute Action Sheet reference K8 16 3.4**

The Board was advised that Council staff had met with the owner of the adjoining wetland to discuss erosion issues. A meeting with Board Members, Uretara Estuary Managers Group members, Western Bay of Plenty District Council and Bay of Plenty Regional Council staff to consider best options for the future management of erosion concerns along the Bird Walk pathway was being arranged.

#### **K15.4.2 Kotahi Lane Car Park - Minute Action Sheet Reference K13 18 4.2**

The Board received a costing for a 2.1m x 1.0m signboard for the Kotahi Lane car park and requested that the sign be installed as soon as possible.

**Resolved:** Councillors Williams / Mackay

*THAT the Kotahi Lane Car Park - Western Bay signage be installed as soon as possible with the cost of \$1,035.00 funded from the Katikati Community Board Roading Account.*

#### **K15.4.3 Security Lighting for the Diggelman Park Toilet Block - Minute Action Sheet Reference K10 18 2.7**

The Board was advised that the Reserves and Facilities Team Leader Operations had arranged a meeting with the Chairperson regarding options for security lighting at the Diggelman Park Toilet Block.

**Resolved:** Members Hobbs / Gibbs

*THAT the Deputy Chief Executive report dated 14 August 2018 and titled Infrastructure Services Report Katikati - August 2018 be received.*

K15.5 **Financial Report Katikati - July 2018**

The Board considered a report from the Management Accountant dated 7 August 2018 as circulated with the agenda.

K15.5.1 **Western Bay Heritage Museum Rating Status**

The Chief Finance Officer informed the Board that legal advice had confirmed that under the Local Government Rating Act, the Western Bay Heritage Museum was a non rateable entity (as a Council service on council land) and therefore would not be charged rates.

K15.5.2 **Town Centre Development Fund**

The Board requested an update on the balance of the Katikati Town Centre Development Fund.

**Resolved:** Councillor Mackay / Member Hobbs

*THAT the Management Accountant's report dated 7 August 2018 and titled Financial Report Katikati - July 2018 be received.*

K15.6 **Council, Standing Committee and Community Board Meetings**

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

**Resolved:** Member Hobbs / Councillor Williams

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

Minutes of K15 held on 29 August 2018

10

The meeting concluded at 8.28pm.

Confirmed as a true and correct record.

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J Hobbs  
Chairperson  
Katikati Community Board

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Date

K15



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# Western Bay of Plenty District Council

## Katikati Community Board

### Chairperson's Report – October 2018

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#### 1. **Katikati Arts Junction**

The Katikati Arts Junction celebrated the opening of Stage One on Friday September 14<sup>th</sup> and was a credit to Katch Katikati and Katikati Open Air Art with a diverse and enthusiastic crowd attending. The inside of the building has been transformed into a light and airy space for the Information Centre and Souvenir shop, and with the Carlton Gallery hosting its first exhibition – Around Katikati. Congratulations to all on a really successful makeover and event.

#### 2. **Replacement of the broken Tin Fence behind the Western Bay Heritage Museum and Katikati Arts Junction Building**

The Reserves and Facilities Officer (West) has provided a price for a new fence for the area immediately behind the Western Bay Heritage Museum and the Katikati Arts Junction building. The Museum Manager and myself will investigate cheaper options to make this area safe for pedestrians whilst improving the overall aesthetic of this popular and picturesque area in the town centre.

#### 3. **Digglemann Park Storyboard**

Following discussion with the Reserves and Facilities Officer (West) and the Facilities Team Leader Operations, the placement of the new storyboard has been confirmed. The installation of the storyboard will be undertaken by Council contractors at the same time as an adjacent section of broken concrete footpath is repaired.

The cost of the installation would be advised by the Reserves and Facilities Officer on completion of the work.

The Board had earlier resolved to fund up to \$600 for the storyboard (Minute Reference K15 29 August 2018).

#### 4. **Security Lighting for the Digglemann Park Toilet Block - Minute Action Sheet Reference K10 18 2.7**

Following an on-site meeting with the Facilities Team Leader Operations options for security lighting for the Digglemann Park Toilet block confirmed the following:

- Estimated Prices were provided from the Council Electrical Contractor.
- A question was raised as to who owns the street light along the footpath from the main road to the Heron Cres Elderly Housing properties. Facilities Team Leader Operations, Paul Newbound is currently investigating with the roading team if this asset is live or defunct.
- Facilities Team Leader Operations, Paul Newbound suggest that the low level lights fitted to the toilets block would in his opinion be the best option.
- Facilities Team Leader Operations, Paul Newbound has also arranged for the Totara trees to be crown lifted to allow more light into the area.

The Board agreed to wait until the investigations into the functionality of the street light along the footpath were complete before proceeding. This light, if it can be lowered and lit, may provide enough light at no cost to the Board.

#### 5. **Katikati Taiao Community –Led Development Partnership**

The community celebration for the witnessing of the signing of the Partnership Agreement on 1 September 2018 at The Centre - Pātuki Manawa was a very successful occasion.

Pātuki Manawa is being well-used and enjoyed by the community with several groups already utilising the new meeting room space for meetings and events. I have received many compliments and positive comments from the community about both buildings.

#### 6. **Pioneers Wetland Boardwalk**

The project team of representatives from Katikati open Air Art, Katikati Taiao, Uretara Estuary Managers and myself have the engineering plans completed, quotes all in and are ready to proceed with the Boardwalk build when funding is successful.

We need written authority from the Utilities Manager to go ahead and are waiting on a meeting time. The completed Boardwalk will be vested in Council and the planting will be maintained by community groups.

## 7. Kotahi Lane Parking Signage

The parking [P] signage has been installed on the northern side of SH2 opposite the Kotahi Lane/SH2 intersection.

The Western Bay of Plenty public carpark signage has also been installed in the north eastern corner of the car park

## 8. Kotahi Lane Car Parking

### A: Kotahi Lane Public Car Park Improvements

At the last Community Board meeting, the Board requested a comprehensive plan with costings for improvements to the Kotahi Lane car park, identifying required levelling, drainage, sealing and marking.

### B: Access way between Western Bay Museum and Private Commercial Property to Kotahi Lane

At the last meeting the Board requested a report on the feasibility of altering the flow of traffic out of Kotahi Lane.

## 9. Bus Shelter at Moore Park

Earlier in the year the Board asked for design and costings for a bus shelter to be placed in the vicinity of Moore Park. Attached for information is a copy of a standard bus shelter design and a map of the Moore Park area. **Attachment A**

## 10. Town Centre Development Fund

Katikati has a separate town centre rate of \$20 per rating unit within the area of benefit, rated annually and the balance is \$256,644 as at 1 July 2018. This amount will be a line item in the Finance Report going forward.

This should not be confused with the Council's Town Centre Development Fund that is district wide and allocated every four years to a different community, Katikati last received this funding in the 2013/2016 income years.

Additionally the Community Board reserve account is separate to both funds above and is the result of unspent Community Board budget monies and is reported each meeting in the regular Financial Report.

**11. Acknowledgement from the Katikati Memorial Hall Committee**

A letter of thanks from the Katikati Memorial Hall Committee acknowledging the Boards grant of \$4,500.00 toward the new sound system for the memorial hall has been received.

**Recommendation**

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

Jenny Hobbs  
**Chairperson**  
**Katikati Community Board**



VIEW LOOKING SOUTHWEST FROM OMOKOROA ROAD



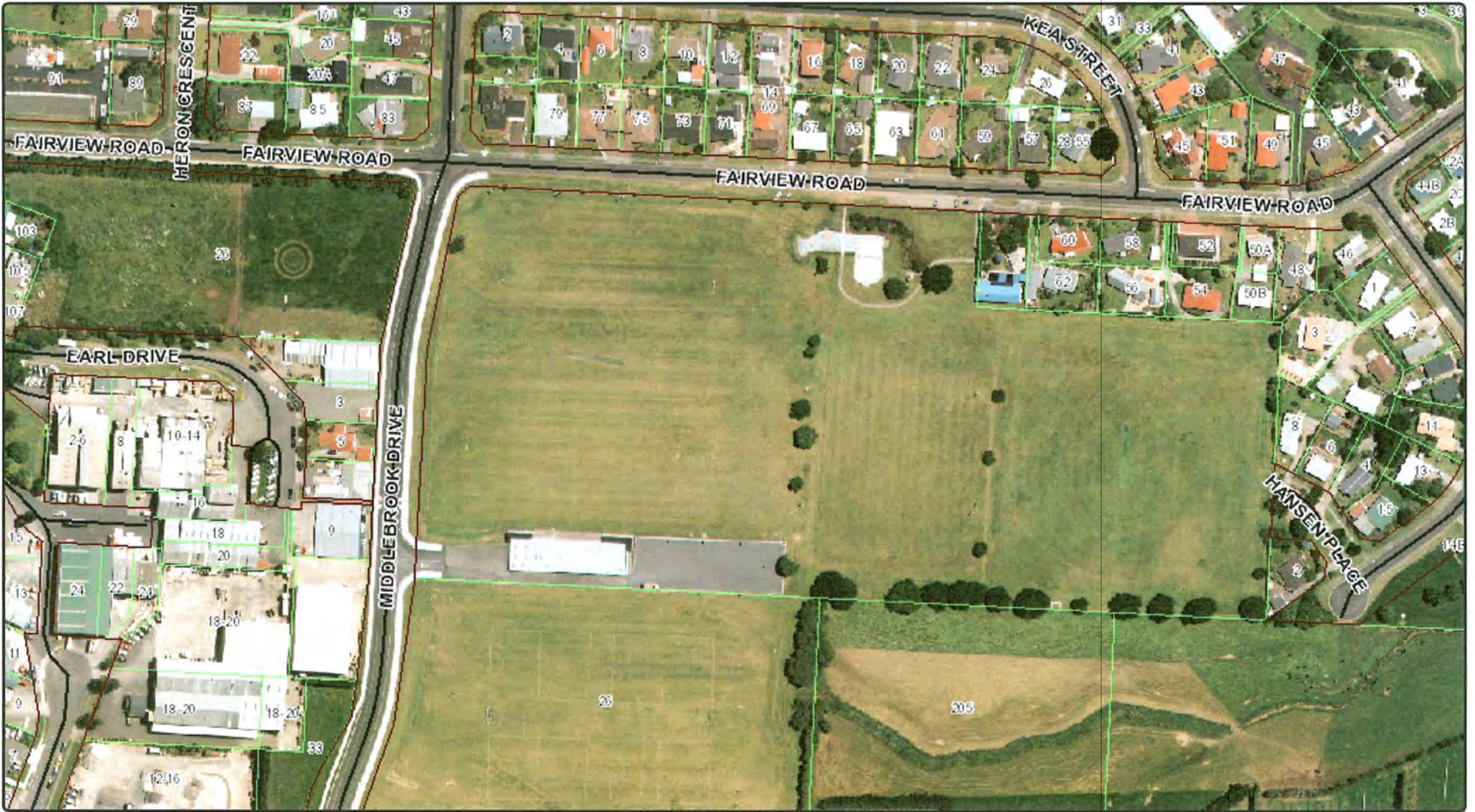
DETAILED VIEW FROM OMOKOROA ROAD



VIEW LOOKING NORTHEAST FROM SH2



DETAILED VIEW OF PROPOSED BUS SHELTER



Produced using ArcMap by the Western Bay of Plenty District Council GIS Team.  
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 Location of services is indicative only. Council accepts no liability for any error.  
 Archaeological data supplied by NZ Archaeological Assoc/Dept. of Conservation.

Date: 01/10/2018  
 Operator:  
 A4 Scale 1: 2,500  
 0 125 Meters



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## Western Bay of Plenty District Council

### Katikati Community Board

## Councillors Report – October 2018

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Councillor Mackay will provide a verbal update on the following topics:

- 1 Update on State Highway Two matters
- 2 Future Katikati Bypass options
- 3 Reserves and Facilities Bylaw update
- 4 Developments at Ports of Tauranga

Peter Mackay  
**Councillor**  
**Katikati Community Board**

## **Council Community Matching Fund 2018/2019 Successful Applications**

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### **1. Executive Summary**

The purpose of this information report is to identify groups who have successfully applied to Councils Community Matching Fund for the 2018/2019 year.

This is relevant because of Council policy CPM 04.09.00 which states that a group cannot receive a grant from Council and also from a Community Board in the same financial year.

### **2. Background**

This is the fourth year that Council has made available the Community Matching Fund, which is an annual contestable fund of \$100,000. The criteria are such that applicant groups will "match" any cash grant from Council, with an equivalent amount, which can be made of volunteer hours, cash in hand and other similar matching.

The guiding principle of the fund is that of providing public benefit.

The Community Matching Fund was open to receive applications from the 12<sup>th</sup> of June to the 12<sup>th</sup> of July 2018 inclusive. A total of 45 applications were received.

Eight applications were suitable for consideration in the "Environmental" portion of the fund (\$40,000). The remaining 37 were directed for consideration to the "General" fund (\$60,000).

The delegated Community Matching Fund Working Party met on 14 August 2018 to consider all applications.

Working Party members are;

1. Councillor Mackay - Chair (Katikati/Waihi Beach)
2. Councillor Murray Bengé (Kaimai)
3. Councillor Scrimgeour (Maketu/Te Puke)
4. Community Relationship Advisor Ben Wilson (staff)
5. Community Relationship Advisor Glenn Ayo (staff).

### **3. Methodology**

The delegated Community Matching Fund Working Party used a scoring guide to assess all applications received. This aligned applications against Councils Long Term Plan, grants policy (A72276), and other community orientated strategies.



The scoring guide criteria are outlined, in brief, below:

- a) Building strong resilient communities (Degree of benefit)
- b) Developing the skills of individuals (Capacity building: training and education)
- c) Build the planning capacity of communities (Community plans)
- d) Demonstrate partnering with other groups/agencies
- e) Outcomes consistent with the Welcoming Communities strategy
- f) Outcomes consistent with the Safer Communities strategy
- g) Criteria as per Community section of the Long Term Plan (ethnic diversity; aging population; young people; disadvantaged groups)

The Working Party recommendations, were submitted to Councils Community Committee whom met on the 30<sup>th</sup> of August (2018) in Katikati at the Patuki Manawa community hub. The Committee provided delegated approval to the listed applicants as follows:

<b>Environmental</b>	
Aongatete Forest Project	\$4,000.00
Aongatete Outdoor Education Centre	\$8,000.00
Friends of Puketoki Reserve Whakamarama	\$2,000.00
Kotukutuku Gully Maketu	\$6,000.00
Rotehu Ecological Trust	\$10,000.00
Te Whakakaha Conservation Trust	\$10,000.00
<b>General</b>	
<b>Kaimai</b>	
BOP Garden and Art Fest Trust	\$2,000.00
Loved 4 Life (Omokoroa Community Chapter 15)	\$1,800.00
The Oropi Settlers Incorporated	\$ 4,200.00
<b>Katikati/Waihi Beach</b>	
Citizens Advice Bureau	\$ 500.00
Katikati Community Centre	\$1,000.00
Katikati Long Journey Band Group	\$5,000.00
Katikati Mpowa Youth	\$4,100.00
Katikati Sport and Recreation Centre	\$1,000.00
Katikati Welcoming Communities	\$5,000.00
Pakeke Lions Club	\$4,000.00
St Peter's Anglican Church	\$2,000.00
<b>Maketu/Te Puke</b>	
Maketu Community Led Development and Projects	\$5,000.00
Maketu Rotary	\$4,000.00
Te Ara Kahikatea Incorporated	\$2,000.00
Te Puke Centre Steering Committee	\$5,000.00
Te Puke Community Events	\$3,150.00
Te Puke Community Garden	\$1,000.00
Te Puke Community Menz Shed	\$1,750.00
Te Puke Toy Library	\$1,000.00
The Search Party Charitable Trust	\$3,500.00
Vector Group Charitable Trust	\$3,000.00

Date 19 September 2018

**Open Session**

Subject Information Report to Katikati Community Board Meeting K16 October 2018

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Glenn Ayo  
**Community Relationship  
Advisor**

**Western Bay of Plenty District Council**  
**Katikati Community Board**  
**Community Grant Application – October 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 20 September 2018 and titled Community Board Grant Applications - October 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 10 October 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.

This application was first received in July 2018 but held over until the October meeting following an advertisement in the local newspaper (Katikati Advertiser 6 September 2018) calling for further grant applications to be submitted for the Board's consideration at the October meeting.

No other applications have been received.

## 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.	

# Memorandum

<b>To:</b>	Community Board Chairs and Members
<b>Copy:</b>	Elected Members, Management Team, Aileen Alty
<b>From:</b>	Stuart Harvey and Emily Watton
<b>Date:</b>	25/09/2018
<b>Subject</b>	Update to Community Boards on upcoming Speed Limits Bylaw and Traffic and Parking Enforcement Bylaw reviews

Council has previously undertaken regular reviews of the schedules to both the Speed Limits Bylaw 2012 and Traffic and Parking Enforcement Bylaw 2008, which outline the specific speed, parking and traffic restrictions at locations across the District. As part of these processes, Council has ordinarily received feedback from Community Boards to inform the proposed amendments to these bylaws. The purpose of this memorandum is to provide an update on these review processes and the next steps.

## Speed Limits Bylaw 2012 review

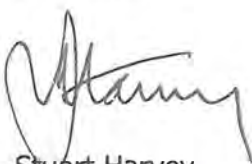
The Land Transport (Speed Limits Validation) Act in 2015 set expectations that in amending speed limits, Council must use the bylaw review process prescribed by the Local Government Act 2002. This means the review process used will be more consistent with the way that Council reviews its other bylaws.

Council has given direction that it intends to start a district-wide bylaw review process in early 2019. A scoping workshop with the Policy Committee will be held on 18 October to seek direction on the timeframes, process and agreed community engagement approach. An update on these matters will be provided to the next round of Community Board meetings in late November, as well as the opportunity for each Community Board to make recommendations for any speed limits changes it considers appropriate for its area. These recommendations will be considered for inclusion in the district wide review process early next year.

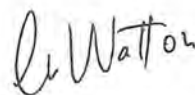
## Traffic and Parking Bylaw 2008 review

This bylaw is due for substantive review in 2018, as it has reached the 10 year review period required by the Local Government Act 2002. It will lapse if not reviewed by 2020. Like the Speed Limits Bylaw review, a Policy Committee workshop will be held on 18 October, with an update on the review process and opportunity for Community Board recommendations at the November meetings round. It is intended that consultation on this bylaw review (at a district-wide level) will be undertaken in early 2019.

Kind regards



Stuart Harvey  
**Roading Engineer (East/West)**



Emily Watton  
**Policy and Planning Manager**

## Western Bay of Plenty District Council

### Katikati Community Board

## Infrastructure Services Report Katikati October 2018

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### 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 25 September 2018 and titled Infrastructure Services Report Katikati October 2018 be received.***



Approved

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Gary Allis  
Deputy Chief Executive

## 1.0 Utilities

### 1.1 Ongare Point Wastewater Scheme Preliminary Investigations

Council is currently building a Septic Tank Effluent Pump (STEP) wastewater system for the Ongare Point community.

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. The treatment plant is currently receiving waste from the connected tanks. Once sufficient waste has been received at the treatment plant the plant will be commissioned. Tank installation is expected to be completed by the end of October.

### 1.2 Katikati Wastewater Treatment Plant Resource Consent Renewal

The Katikati Wastewater Consent renewal was approved on 24 August 2018. The consent is for a 20 year term for the discharge. Significant changes to the consent conditions include:

- Requirement of increased iwi/hapu engagement
- Increased outfall monitoring requirements
- Requirement to undertake an alternative options assessment

The Consent conditions 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 engineering staff are currently undertaking an in-depth study of potential disposal options for each site. This is expected to take three months. Meetings with the working group will be put on hold until the engineering assessment is complete. Monthly updates will be sent to the group to keep them informed of the progress.

### 1.3 Katikati Recycling Centre Opening Hours Trial

The Katikati Recycling centre will continue with the extended opening hours on Thursday afternoons once ratified by Council.

Centre staff and the public 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 Home Worm Composting Workshops

Dates for the next workshops will be available on the website from 1 October once venues and dates have been secured 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](http://www.eventfinda.co.nz)

### **1.5 Christmas & New Year Rubbish Collection Information**

Christmas and New Year fall on a Tuesday this year. There will be no rubbish or recycling collected from the kerbside on Tuesday, 25 December 2018 or Tuesday, 1 January 2019. Waste Management has advised that the collection for the affected areas will be on the Saturdays prior to Christmas Day and New Year's Day. Collection will be on Saturday, 22 December (for Christmas Day) and Saturday 29 December (for New Year's Day). The areas affected are: Upper Papamoa, Maketu, Paengaroa, and rural Welcome Bay. All other areas in the District's rubbish will be collected on the usual collection day.

### **1.6 Christmas & New Year Opening Day Changes for Omokoroa Greenwaste Drop Off**

The Omokoroa green waste drop-off will be closed on Christmas Day and Boxing Day this year (Tuesday, 25 Wednesday, 26 December 2018) but will be open on Thursday, 27 December 2018 from 2 pm to 4 pm. The centre will also be closed on the public holiday on Tuesday, 1 January and Wednesday, 2 January 2019 but will reopen on Thursday, 3 January 2019. Saturdays remain unchanged with normal operating hours.

### **1.7 Katikati Recycling Centre Opening Hours Trial**

The Katikati Recycling centre will continue with the extended opening hours on Thursday afternoons once ratified by Council.

Centre staff and the public 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.

### **1.8 Western Supply Zone Water Main Improvements**

Upgrade water mains along Beach Road, Waihi Beach and replace water mains attached to Tuapo Stream Bridge and Waitekohe Bridge on SH2. Also replace a short section of cross country water main between Lund Road and Hot Springs Road. Work is planned for construction prior to mid-December.

## **2.0 Reserves**

### **2.1 Kauri Point Jetty – Walkway Re-Decking**

Council has approved funding to reinstate access at Kauri Point. The programme of final design, tendering and construction is under development. This decision to repair the road now enables completion of the walkway re-decking - now likely to be deferred to 2019/2020.

### **2.2 Opureora Jetty Renewal**

Detailed design is underway. Subject to tender process & pricing, the jetty construction will be undertaken this financial year.

### **2.3 Haiku Park to Henry Road Cycleway/Walkway**

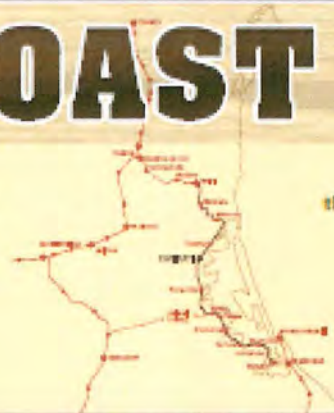
Staff review has now been completed on a draft information sign-board and has been sent back to the artist for reformatting into a revised design. The revised design will be submitted to the Katikati Community Board for feedback as soon as it is available. The proposed design and content is detailed overleaf.



# EAST COAST RAILWAY

## Waihi to Tauranga

You are at the site of the historic railway bridge that once connected Auckland to Taranaki and was known as the East Coast Line.



The Katikati railway station land and buildings was once a stone's throw from here and is now occupied by the Highfields subdivision.

If you look into the water just upstream, you can still see the old hardwood bridge pier stumps from the bridge demolished in the early 1980's.



Looking over what is now the Highfields subdivision - 1970's

## Typical Daily Schedule

On a typical day, various wagons from Hamilton and Auckland were dropped off on a goods train at approximately 6:30am every morning. Wagons of fertilizer, fencing material and empty stock wagons were unloaded at Katikati and other in-between stations daily by a milk train pulled with goods and a passenger carriage, later in the morning. The Taranaki Express also ran at that time between Auckland and Taranaki.



Katikati Railway Station Open Day - 2002/2010

In the afternoon the daily milk train came from Tauranga picking up parcels and full cans at intermediate stops along the way. Eggs were sent daily to Auckland and even day-old chicks were called to stations over New Zealand.

After reloading goods in Katikati, they were then delivered by carters to the shops and the hotel each day. Empty wagons from the morning were re-loaded with butter from the KDN mill while others were loaded with butter, coals and cheese from the Katikati Dairy Company and occasionally orders from a farmer named Nobles (The Orion Place) vegetable shop on SH2 still referred to as 'Nobles'. Other empty stock wagons were loaded with livestock headed to the meat works - these were then picked up by a freight train in the late afternoon.

## History Pre-1919

Prior to the railway, transport of goods to Katikati was via a barge up the Uretika Stream. George Vessey Stewart promised settlers as far back as 1875 that they would be connected to Auckland via rail.

It wasn't until 1905 that the railway reached Waihi. G. V. Stewart sent telegrams to push for progress in

the Katikati and surrounding area. Works on the line between Waihi and Ahurere began in 1911. It was delayed during World War I but by 1926 work on the whole Ahurere to Tauranga section was in full swing and construction of the Katikati and Apata Railway Stations were completed.

Difficult sections of the railway from Ahurere to Tauranga was constructed by the English engineering firm 'Armstrong, Whitworth & Company'.

See page 17 Stewart's telegram to Prime Minister Joseph Ward in 1905



David B. Stewart/2010

## 1928 open day to 1978

The railway line was opened on 28th March 1928 by Hon. J. G. Coote who was the Prime Minister at this time.

Katikati Railway Station was busy as it was the only place between Waihi and Tauranga where livestock auctions were held. There was also a healthy dairy industry with a butter factory plus the Forts Lea Restaurant located near the station.

During the 1920's and 40's the railway to Katikati was used by over 100 children each day, many of who travelled from Ahurere to the school in Katikati.



Katikati Railway Station Open Day - 2002/2010



School children waiting at the station

During this time the Maori boys and girls were all kept separate on their journey to and from school. When they arrived at the Katikati Railway Station the children had a 15 minute walk across the Uretika River to school. The train was late more often than not leading children to likely arrive at school a little late in the morning or afternoon.

From 1954, DF class diesel engines were used because no other locomotive could fit heavy logs up the Ahurere bank or through Karangahake tunnel across the incline and relatively lightweight bridges.

## 1978 to 1982 closure



The Katikati section of the East Coast Railway was closed to rail traffic on 12 September 1978 upon the opening of the Kaitiaki tunnel, but the Apata to Katikati section of the line remained. Extra maintenance such as weed control was required to allow work trains to continue to operate.

Kaitiaki was an industry that was flourishing, local growers pushed to have the railway retained in 1987 to serve the proposed coal-stores and it was announced that the line would be kept and now was made to re-open. This decision triggered a lot of opposition. The County Council and ratepayers objected to the costs involved in maintenance and the potential effects on road works. Also the Labour Party campaigned against having the line re-opened. Thus after further investigation into the prospects of re-opening the decision was reversed and the line closed for good on 18th June 1982. The next month they began lifting the track in the Katikati yard. The Katikati Railway Station was burnt down by arson in 1988.



Katikati Railway Station Open Day - 2002/2010

### **3.0 Strategic Property**

#### **3.1 Katikati Library**

Currently considering design of safety solutions to enable code of compliance certificate to be issued.

### **4.0 Development Engineering and Projects**

Nothing to report this month

### **5.0 Emergency Management**

#### **5.1 Community Champions initiative**

Emergency Management Bay of Plenty has commenced a 'community champions' initiative across the Western Bay of Plenty to increase the involvement of community individuals within emergency management. The initiative is seeking individuals who are prepared to take the lead and help pull volunteers together so that community response teams are ready to help others in times of need. Community champions are also essential for ensuring that community response plans are owned and developed by the community.

#### **5.2 Emergency Response Seminar**

Emergency Management Bay of Plenty hosted the Bay of Plenty Civil Defence Emergency Management Response Seminar in Tauranga on 5 September 2018. This free seminar was aimed at officials in the Emergency Management sector in the BOP region and included elected officials of Civil Defence Emergency Management Group Joint Committee, Coordinating Executive Group, Councils, Emergency Services, Emergency Management Professionals and partner agencies. The seminar's theme was about understanding the roles of Support Agencies in Emergency Management. Great presentations were received from the New Zealand Defence Force, Department of Corrections, St John Ambulance, New Zealand Red Cross and Bay of Plenty Regional Council Flood Management. There was great attendance from across the Bay of Plenty emergency management sector, along with colleagues from Waikato Civil Defence and Emergency Management and Emergency Management Auckland. This seminar was a key catalyst to enhancing relationships and raising collective awareness of support agency response capabilities.

#### **5.3 Te Puna, Ōmokoroa, Matakana Island, Tanners Point, Kauri Point, Bowentown, Katikati, Wright Road, Pukehina Beach and Paengaroa Communities**

Emergency Management Bay of Plenty has been engaging with these Community Response Team over August - September to continue progressing the review of the their Response Plans.

#### **5.4 Training**

Psychological First Aid. In August 2018, two WBOPDC staff received psychological first aid training. Psychological first aid is the mental and emotional equivalent of medical first aid. It can be provided by both members of the public and professional helpers. Psychological first aid builds organisational and community resilience, and people's capacity to respond well to traumatic events.

CDEM Inductions. In the period between August and September 2018, nine WBOPDC staff received CDEM Induction training. Two of those staff are the Emergency Operations Centre's new Iwi Liaison representatives, Chris Nepia and Petera Tapsell.

ITF Intermediate training took place in Tauranga on 21-22 August 2018. Four staff from the Western Zone EOC participated. The next ITF Intermediate course is scheduled for 23-24 October 2018 in Tauranga.

Exercise Ranginui – 19 November 2018. This will be a Tier 1 exercise facilitated by EMBOP, centred on the scenario of severe weather, flooding and landslides. The exercise will take place in the Western Zone Emergency Operations Centre (EOC) Chambers, and will involve all EOC staff. The aims of the exercise are for EOC staff to use EMBOP's recent developed Checklist Compendium to become familiar, practiced and confident with their roles, and with the key EOC processes involved in the development of their function team's outputs.

## 6.0 Roothing

### 6.1 Community Roothing Katikati

Fairview Road kerb and channelling construction is complete.

Stewart Street works will commence late September 2018. Mulgan Street extension will start after Stewart Street works are complete, potentially late November 2018.

Subsidy on projects, if eligible, will be credited once claimed.

### 6.2 Community Road Budget

<b>Current Account:</b>	<b>Cost (\$):</b>	<b>Status:</b>
Current Account Opening Balance 1 July 2017	\$169,974	
Allocation for 2017/18	\$158,945	
<b>Subtotal</b>	<b>\$328,919</b>	
<b>Committed Projects (for 2017/18)</b>		
Street Tree Planting	\$10,000	Complete
Flag Trax System K21.7	\$17,116	Complete
Library Footpath and Plaza - Resolutions K18.9	\$150,000	Complete
Fairview Road – Kerb and Channel	\$96,000	Complete
Stewart Street Widening K617.7	\$140,000	Starting October 2018
Mulgan Street - Kerb and Channel	\$60,000	Starting December 2018
<b>Subtotal</b>	<b>\$473,116</b>	
Mulgan Street Works (Developer Invoiced)	-\$30,000	
<b>Current Account Closing Balance 30 June 2018</b>	<b>\$3,803</b>	
Current Account Opening Balance 1 July 2018	-\$114,197	
Allocation for 2018/19	\$158,945	
<b>Subtotal</b>	<b>\$44,748</b>	
<b>Proposed Projects (for 2018/19)</b>		
Henry Road Footpath Option 2	\$135,000	2.5m footpath with K&C
Beach Road Footpath Option 2	\$367,000	2.5m footpath
Earl Drive Parking Improvements	\$100,000	Concrete Parking Area
<b>Subtotal</b>	<b>\$602,000</b>	

# 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

**24 Sept 2018: A site meeting has been scheduled for early October 2018.**

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                        **24 Sept 2018: Lighting meeting has been held. Staff are investigating options, including reinstating an old street light along the footpath beside the Totara and Kauri Trees.**

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 **Earl Drive Industrial Area Parking**

Remit Number K1118 6.2

Owner RE1

Status COMPLETE

Complete Date 25 September 2018

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 **25 Sept 2018: The design and concept included in the Katikati Roding Programme for approval by the Board.**

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.

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 **24 Sept 2018: Reminder letters have been sent.**

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 Roding 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 Roding Engineer (East/West) when he was next in Katikati.

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

Actions

**25 Sept 2018: The parking sign has been installed on the State Highway. Kotahi Lane car park sign has been installed at the edge of the car park.**

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

26 June 2018: The Roding 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	<b>Car Parking Behind Retail Premises Along Kotahi Lane</b>
Remit Number	K1318 4.3
Owner	RE1
Status	COMPLETE
Complete Date	25 September 2018
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><b>25 Sept 2018: Accessway and traffic flow to be addressed as part of MAS 1518 2.8.</b></p> <p>14 August 2018: 14 August 2018: Katikati Community Board discussed as a possible community project. Awaiting feedback from the Community Board.</p> <p>6 July 2018: The Roading 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 Roading Account.</p>

**KATIKATI COMMUNITY BOARD 6/06/2018**

Remit Title	<b>Pakeke Lions Club of Katikati - Outdoor Gym Proposal</b>
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><b>24 Sept 2018: Council are still considering the proposal through the Reserve Management Plan review process.</b></p> <p>16 August 2018: Council will consider the proposal through the Reserve Management Plan review process.</p> <p>5 July 2018: The Community Board Chair and the Reserves &amp; 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 29/08/2018**

Remit Title **Kotahi Lane Car Park**

Remit Number K1518 2.8

Owner RE1

Status UNDER ACTION

Complete Date

Confidential

Resolution **A. Kotahi Lane Car Park Improvements**

The Board would like to receive an overall comprehensive plan with costings for improvements to the Kotahi Lane car park, identifying required levelling, drainage, sealing and marking. The Board asked if a plan could be made available for a forthcoming workshop for further consideration along with an updated Community Roading Budget.

It was imperative that the Kotahi Lane car park be improved as much as possible in the meantime, filling in the pot holes, levelling and spreading some gravel as part of general maintenance. It was also suggested that the cherry trees on the boundary of the car park be rationalised to enable improved delineated parking spaces to be clearly identified.

**B. Accessway between Western Bay Museum and Private Commercial Property to Kotahi Lane**

The Board would like a report on the feasibility of altering the flow of traffic out of Kotahi Lane. Some people had reported concerns about the dangers of turning right out of the service lane onto State Highway Two late in the day when there were high traffic volumes and limited visibility.

A suggestion had been made to alter the left hand turn entry to the one-way access 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 State Highway Two. Altering the flow of traffic out of the access way, may result in the parking behind the commercial premises in Kotahi Lane being better used.

The Deputy Chief Executive Officer advised that the Roading Engineer (East/West) would be requested to investigate the suggestions giving consideration to the current agreement for use of the service lane by current land/retail premise owners and the installation of a 'yellow safety hatch' area at the exit point onto the state highway before the pedestrian crossing. Subject to the feasibility report, a trial of the proposed traffic flow would be widely notified before being implemented.

Actions **25 Sept 2018: A feasibility report to be discussed with WestLink and NZTA.**

**KATIKATI COMMUNITY BOARD 29/08/2018**

Remit Title	<b>Bird Walk Erosion - Minute Action Sheet reference K8 16 3.4</b>
Remit Number	K1518 4.1
Owner	RFM
Status	COMPLETE
Complete Date	24 September 2018
Confidential	
Resolution	The Board was advised that Council staff had met with the owner of the adjoining wetland to discuss erosion issues. A meeting with Board Members, Uretara Estuary Managers Group members, Western Bay of Plenty District Council and Bay of Plenty Regional Council staff to consider best options for the future management of erosion concerns along the Bird Walk pathway was being arranged.
Actions	<b>24 Sept 2018: Noted - this action is reported in MAS K817 3.4</b>

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**Western Bay of Plenty District Council****Katikati Community Board****Katikati Community Roothing Programme 2018/19**

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**Purpose**

To provide a programme of work for approval by the Katikati Community Board to be constructed in 2018/2019 financial year. The Board should also consider the relative priority order of all proposed projects to be approved.

**Recommendation**

- 1. THAT the Roothing Engineer's report dated 13 September 2018 titled Katikati Community Roothing Programme 2018/19 be received.**
- 2. THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.**
- 3. THAT Henry Road Footpath (Option 3) 2.5m wide, kerb and channel estimated at \$135,000 is adopted as first priority in the programme of works.**
- 4. THAT Earl Drive Parking (Option 2) develop parking area estimate \$100,000 is adopted as second priority in the programme of works.**
- 5. THAT Beach Road Footpath (Option 2) 2.5m wide, estimated at \$367,000 is adopted as third priority in the programme of works.**



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Stuart Harvey  
**Roothing Engineer**

Approved



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Gary Allis  
**Deputy Chief Executive**

## 1. Background

Katikati receives an annual allocation of funds for the purpose of local road projects.

The available budget is shown in the Infrastructure Services Report. All projects shown in this report may meet the criteria for co-investment by NZ Transport Agency which could provide a financial assistance rate of 50% if approved. Total project costs are shown in the project descriptions below.

### 1.1 Beach Road Footpath

West Link have carried out initial survey, ground and service investigation and commissioned the 1st stage of archaeological assessment for a footpath along Beach Road from Prospect Drive to the McMillan Reserve.

The verge on the north side is more suited for a footpath than the south side and the design has been carried out under this assumption however; this requires pedestrians to cross Beach Road near Prospect Drive. The footpath will be approximately 1.5km long and can be constructed along the verge at a width of 1.5m or 2.5m.

West Link have also explained that only 65% of the footpath can be constructed in the standard manner as 35% of the alignment is uneven and will require berm re-shaping and contouring to work within the constraints of several driveways and power poles during construction which will result in additional cost.

#### **Decision:**

The two options for the Community Board to consider are:

**(Option 1)** Beach Road - 1.5m wide footpath - **\$287,000**

**(Option 2)** Beach Road - 2.5m wide footpath - **\$367,000**

### 1.2 Henry Road Footpath

West Link have carried out initial survey, ground and service investigation and commissioned the 1<sup>st</sup> stage of archaeological assessment for the project of a continuation of the SH2 footpath with possible drainage improvements running along Henry Road and stopping prior to the Recreational Reserve access.

As areas of ponding were observed on site and this would likely increase from forming the new footpath therefore, staff have recommended the addition of kerb and channel into the design to provide a way of managing the storm water run-off from the road more effectively and provide a more urbanised look to the road during the construction process.

The footpath on SH2 is 1.5m in width, which is an appropriate width to be continued along Henry Road due to the size of the existing verge however; a 2.5m width footpath option is also available for approval.

Road staff also recommends the concrete forming of all sections of driveway to reduce loose aggregate tracking across the footpath and the removal of a small tree at No. 18 Henry Road to improve visibility. The cost of these works is included in the tender prices below.

**Decision:**

The three options for the Community Board to consider are:

<b>(Option 1)</b> - 1.5m footpath -	<b>\$57,000</b>
<b>(Option 2)</b> - 1.5m footpath with K&C -	<b>\$101,000</b>
<b>(Option 3)</b> - 2.5m footpath with K&C -	<b>\$135,000</b>

**1.3 Earl Drive Parking Improvements**

This project has been requested by the Community Board after consultation with the community due to the gradual expansion of industrial businesses on Earl Drive.

A lack of formalised parking areas for cars and trucks in the cul-de-sac has led to workers damaging grass verges, the existing footpaths and kerb and channel by constantly driving over them.

The current layout and legal boundaries of Earl Drive were reviewed considering pedestrian movement and traffic flow around the turning head. Several areas have now been established as suitable to create a new, larger parking area capable of handling the loading requirements of the vehicles which have been provided to the Katikati Community Board for consideration.

**Decision:**

The two options for the Community Board to consider are:

<b>(Option 1)</b> All 3 Parking Areas -	<b>\$350,000</b>
<b>(Option 2)</b> Parking Area (adjacent to ITM) -	<b>\$100,000</b>

**2. Significance and Engagement**

The Local Government Act 2002 requires a formal assessment of the significance of matters and decisions in this report against Council's Significance and Engagement Policy. In making this formal assessment there is no intention to assess the importance of this item to individuals, groups, or agencies within the community and it is acknowledged that all reports have a high degree of importance to those affected by Council decisions.

The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.



In terms of the Significance and Engagement Policy this decision is considered to be of Low significance.

### 3. Engagement, Consultation and Communication

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication
Name of interested parties/groups	Local residents of Henry Road and Beach Road Business owners and workers on Earl Drive
Tangata Whenua	In the event of archaeological issues.
General Public	N/A

### 4. Statutory Compliance

The recommendation(s) meets:

Legislative requirements/legal requirements  
Current council plans/policies/bylaws  
Regional/national policies/plans

### 5. Funding/Budget Implications

Budget Funding Information	Recommended Programme	Relevant Detail
Budget Available	Katikati Roothing Account	2018/19 year

50





52



## Western Bay of Plenty District Council

### Katikati Community Board

### Financial Report Katikati – August 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 August 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:

	\$
<b>Total grants to date</b>	<b>\$0</b>

#### Committed - Operational expenditure

	\$
Katikati Memorial Hall grant – New sound system	4,500
<b>Total outstanding operational commitments</b>	<b>\$4,500</b>

#### 2018/19 reserve analysis:

2018/19 Opening balance	\$126,207
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]	\$(10,050)
Kitchen Fit-Out for the new library [K18.3.2]	\$(30,000)
Furniture for Community Hub in library [K13.6.1]	\$(17,831)
<b>2018/19 Closing balance</b>	<b>\$68,326</b>

**Committed - Reserve expenditure**

Fund Katikati Arts Junction to assist development of old Library to base for Katikati Arts Collective [K14.5.2]	\$(15,000)
Fund installation of 'The Bushman's Shanty' Storyboard [K15.2.5]	\$(600)
<b>2018/19 Closing balance after committed</b>	<b>\$52,726</b>

**Recommendation**

***THAT the Management Accountant's report dated 18 September 2018 and titled "Financial Report Katikati – August 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 August 2018

ATTACHMENT **A**

**Katikati Community Board**

	Year to Date				Full Year	Last Year
	Actual \$	Budget \$	Variance (Unfav)/Fav \$		Budget \$	Actual \$
<b>Direct Costs</b>						
Additional Levels of Service	0	0	0	☑	0	0
Bylaw Enforcements	0	0	0	☑	0	0
Conference Expenses	0	334	334	☑	2,000	0
Contingency - [see breakdown below]	0	334	334	☑	2,000	513
Grants	0	1,334	1,334	☑	8,000	7,904
Mileage Allowance	0	334	334	☑	2,000	1,067
Salaries	4,167	3,982	(185)	⊗	26,198	26,922
Security	(252)	1,084	1,336	☑	6,500	755
Street Decoration	0	750	750	☑	4,500	4,181
Inter Department Charges	0	6,528	6,528	☑	39,169	39,168
<b>Total Operating Costs</b>	<b>3,915</b>	<b>14,680</b>	<b>10,765</b>	☑	<b>90,367</b>	<b>80,508</b>
Interest Expense	0	0	0	☑	0	(7,040)
<b>Total Direct Costs</b>	<b>3,915</b>	<b>14,680</b>	<b>10,765</b>	☑	<b>90,367</b>	<b>73,469</b>
<b>Total Costs</b>	<b>3,915</b>	<b>14,680</b>	<b>10,765</b>	☑	<b>90,367</b>	<b>73,469</b>
<b>Income</b>						
Rate Income	15,427	15,062	365	☑	90,367	88,808
<b>Total Direct Income</b>	<b>15,427</b>	<b>15,062</b>	<b>365</b>	☑	<b>90,367</b>	<b>88,808</b>
<b>Net Cost of Service</b>	<b>11,512</b>	<b>382</b>	<b>11,130</b>	☑	<b>0</b>	<b>15,339</b>
	0	0	0		0	0
<b>Contingency - breakdown</b>						
Year to date contingency costs	0					
<b>Community Board Reserves</b>						
<b>Opening Balance - Surplus (Deficit)</b>	<b>126,207</b>					
Feasibility Study for environmental enhancement of Highfields Stormwater Detention Pond [K11.3.6]	(10,050)					
Kitchen fit-out for new library [K18.3.2]	(30,000)					
Furniture for Community Hub in library [K13.6.1]	(17,831)					
<b>(Decrease) Increase in year</b>	<b>(57,881)</b>					
<b>Closing Balance - Surplus (Deficit)</b>	<b>68,326</b>					

## Western Bay of Plenty District Council

### Katikati Community Board

## Draft 2019/2020 Annual Operating Budget – October 2018

### Purpose and Summary

The Community Board is required to review its Annual Plan and make a recommendation on what the Board considers its operational budget should be for the upcoming financial year.

The Board is aware that the Annual Plan will be subject to Council review and consultation.

The Board should give consideration to their work programmes going forward and commitment of any Reserve funding for future projects.

In consideration of the **Security** line item within the Katikati Community Board 2019/2028 Long Term Plan Operating Budget (Reference K8.17), the Board increased the annual operating costs for Security to \$6,500.00 to accommodate a resolution to increase the number of CCTV camera installations in Katikati. This resolution was rescinded by the Board in July 2018 (Reference K14.5.1). The Board may give consideration to other security options in the future.

### Recommendation

1. ***THAT the report from the Democracy Advisor dated 19 September 2018 titled Draft 2019/2020 Annual Operating Budget be received.***
2. ***THAT it be recommended to the Long Term and Annual Plan Committee that the Katikati Community Board Draft 2019/2020 Annual Operating Budget be:***

<b>Operating Costs</b>	<b>2020</b>	
<b>Conference/Training</b>	2,000	
<b>Contingency</b>	2,000	
<b>Grants</b>	8,000	
<b>Mileage Allowance</b>	2,000	
<b>Security</b>	6,500	
<b>Street Decoration</b>	4,500	
<b>Salaries</b>	<i>Determined by Remuneration Authority</i>	
<b>Inter Department Charges</b>	<i>Determined by Overhead Cost Allocation</i>	
<b>TOTAL OPERATING COST</b>		



Date 19 September 2018

Subject

DRAFT 2019/20 Annual Operating Budget – Katikati Community Board K16 October 2018

**Open Session**

- 
- 3. THAT this report relates to issues which are not considered significant in terms of Council's Policy on Significance.***

Aileen Alty  
**Democracy Advisor**

## 1. Background

Under the role and purpose of Community Boards, subject to compliance with Council strategies, policies, plans and legislation, the Community Board has the delegated function to:

- Control, expend and monitor funds as allocated by Council.

The salary component of all Community Boards has been determined by the Remuneration Authority and the Board has no control over this figure. Under the new process used by the Remuneration Authority the increment will be assessed annually.

The Katikati Community Board set their 2018/19 Budget in October 2017 (Reference K817) as outlined below. The actual totals for 2018 are shown below along with the 2018/19 Budget.

	2017/18 Actual	2018 /19 Budget
<b><u>Katikati</u></b>		
Conference/Training	-	2,000
Contingency	513	2,000
Grants	7,904	8,000
Mileage allowance	1,067	2,000
Security	755	6,500
Street Decoration	4,181	4,500
Salaries	<i>Determined by Remuneration Authority</i>	
Inter Departmental Charges	<i>Determined by Overhead Costs Allocated</i>	

## 2. Statutory Compliance

The Local Government Act 2002 required that Community Board prepare an annual submission to Council for expenditure within their community.

### Funding/Budget Implications

Budget Funding Information	Relevant Detail
<b>Council</b>	The Katikati Community Board does not have the delegated authority to make funding allocations outside of the adopted budget. The Community Board may make recommendations to Council.

## 3. Consultation and Communication

Interested/Affected Parties	Completed/Planned Consultation/Communication	Notes
General Public	The public may comment on Board's budget during the Annual Plan/Long Term Plan consultation process.	

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

OCTOBER 2018			
Meeting	Date	Time	Venue
Waihi Beach Community Board	8 October	6.30pm	Waihi Beach Community Centre
Omokoroa Community Board	9 October	7.00pm	Omokoroa Community Church
Katikati Community Board	10 October	7.00pm	Katikati Library and Service Centre- Meeting Room
Community Committee	11 October	9.30am / 10.00am	Paengaroa Community Centre
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 – Board Room
Labour Day - 22 October			
Operations and Monitoring Committee	23 October	9.30am	Chambers
Regulatory Hearings Committee (if required)	30 October	9.30am	Chambers
Regulatory Hearings Committee (if required)	31 October	9.30am	Chambers
NOVEMBER 2018			
Meeting	Date	Time	Venue
Council	1 November	9.30am	Chambers
Joint Road Safety Committee	6 November	10.00am	Chamber
Waihi Beach Community Board	19 November	6.30pm	Waihi Beach Community Centre
Omokoroa Community Board	20 November	7.00pm	Omokoroa Community Church
Katikati Community Board	21 November	7.00pm	Katikati Library and Service Centre – Meeting Room
Community Committee	22 November	9.30am / 10.00am	Chamber
Rural Committee	27 November	9.30am	Chamber
Maketu Community Board	27 November	7.00pm	Maketu Community Centre
Policy Committee	29 November	9.30am	Chambers
Te Puke Community Board	29 November	7.00pm	Te Puke Library and Service Centre – Board Room

<b>DECEMBER 2018</b>			
<b>Meeting</b>	<b>Date</b>	<b>Time</b>	<b>Venue</b>
Operations and Monitoring Committee	6 December	9.30am	Chambers
Council	13 December	9.30am	Chambers