

Western Bay of Plenty District Council

Minutes of Meeting No. K16 of the Katikati Community Board held on 10 October 2018 in The Centre. Pātuki Manawa commencing at 7.00pm

Present

Members J Hobbs (Chairperson), N Mayo and B Warren and Councillor P Mackay

In Attendance

M Taris (Chief Executive Officer), S Harvey (Roading Engineer East) and A Hall (Roading Engineer West) and A Alty (Democracy Advisor)

Others

Four Members of the public
Councillor D Marshall

Apologies

An apology for absence was received from Member Warren. It was noted that Member B Gibbs and Councillor M Williams were on leave of absence.

Resolved: Members Hobbs / Mayo

THAT the apology for absence from Member Warren be accepted.

Public Forum

Resolved: Members Hobbs / Mayo

THAT the meeting adjourn for the purpose of holding a 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. She invited attending members of the public to take part in the Public Forum

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

Paula Gaelic advised the Board that representatives from Katch Katikati and the Western Bay Museum (with the professional assistance of Russell De Luca) had made an application to the New Zealand Transport Agency for tourist signage relating to Katikati Mural Town and the Western Bay Museum. The NZ Transport agency had advised that they agreed to placement of some of the requested signage. The placement of the approved signage would be facilitated as soon as possible and the group would seek some funding assistance from the Community Board.

A full summary of the signage and the approved placement points, along with a request for funding would be included in the Chairpersons Report for the next Community Board meeting to be held on 21 November 2018.

Katikati Community Response Team

- **Access to the Community Hub building by Community Response Personnel**

Eris Boyack was in attendance and asked if the Community Response Team could have a key to access a room in the Community hub building that they would use in the event of an emergency. The room for this purpose had a side door, to facilitate outside access in an emergency response situation but members of the Community Response Team did not have a key for the outside door.

- **Purchase of a Base Radio Set for the Community Hub**

The Board was advised that the Council radio base set had now been permanently assigned to the Katikati Police Station and a new radio base set needed to be purchased for use as/when required by the Community Response Team. The radio would be located at the Community Hub. Councillor Mackay advised that he would check with the Deputy Chief Executive Officer and report on this item at the next Community Board meeting.

- **Availability to Operate Generator in an Emergency**

Mrs Boyack asked what was the availability and ease of access for the operation of a generator (as and when required) at the new library in an emergency situation.

- **Storage of Large Container of Water**

The Community Response Team advised that they had requested that a 20 litre container of water needed to be stored in the room that the community response team were to operate from in an emergency situation. They wished to be advised that this would be facilitated.

Mrs Boyack was asked to make a presentation at the next Community Board meeting to be held on 21 November 2018 outlining the work of the Community Response Team that had now been formed for five years.

The questions raised by Mrs Boyack would be put to respective staff members for a response which would be relayed to the Board Chairperson and Mrs Boyack.

Rugby Ball Structure and Story Board in Digglemann Park

The Board was advised that the Rugby Ball structure and associated story board in Digglemann Park was in a bad state of repair. The rugby ball needed repair and cleaning and the story board needed to be replaced. The Reserves and Facilities Manager would be advised of this and asked to liaise with the Katikati Open Air Art group about ownership of the structure and storyboard and advise the Board of a suggested repair and maintenance programme for the rugby ball and the story board.

Resolved: Member Hobbs / Councillor Mackay

THAT the meeting be re-convened in formal session at 7.30pm

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

The Board considered the minutes of K15 of the Katikati Community Board held on 29 August 2018 as circulated with the agenda.

Resolved: Councillor Mackay / Member Hobbs

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

The Board considered a report from the Chairperson dated 19 September 2018 as circulated with the agenda.

K16.2.1 Katikati Arts Junction

The opening of Stage 1 of the Katikati Arts Junction had been a very successful occasion and congratulations were extended to all those who had transformed the former library into a light and airy space for the Information Centre and Souvenir Shop and the Carlton Galley.

K16.2.2 Replacement of the broken Tin Fence behind the Western Bay Heritage Museum and Katikati Arts Junction Building

On receiving a price for a new section of fencing behind the Arts Junction and Western Bay Heritage Museum, the Katikati Community Board Chairperson and the Museum Manager advised that they would look at other fencing options.

The immediate area needed to be looked at from a wider perspective with health and safety issues associated with the steep embankment in the immediate vicinity also addressed.

The Board asked if the Reserves and Facility Manager could attend the next Katikati Community Board Workshop to be held on Friday 2 November at 1.30pm to address this issue.

K16.2.3 Digglemann Park Storyboard

The Board was advised that the new story board would be installed in the coming week.

K16.2.4 Security Lighting for Digglemann Park Toilet Block - Minute Action Sheet Reference K10 18.2.7

The Chairperson advised that the functionality of a street light along the footpath from the main road to the Heron Street Elderly Housing properties was being checked out. If the streetlight pole was able to operate then it would be lowered and connected to provide lighting for the public toilet block at no cost to the Board.

K16.2.5 Pioneers Wetland Boardwalk

The Chairperson advised that she had received written authority from the Utilities Manager to progress the completed engineering requirements for the Pioneer Wetland Boardwalk.

K16.2.6 Kotahi Lane Parking Signage

The requested Universal P parking sign had been installed as had the corner signage for the Kotahi Lane entrance.

K16.2.7 Kotahi Lane Car Parking

Public Car Park Improvements

The Roding Engineer advised that there would some minimal ground levelling and metal put down over the car park area immediately off the State Highway entrance.

Some selective trimming of the cherry trees and root pruning to improve the surface of the carpark would be undertaken.

K16.2.8 Bus Shelter at Moore Park

The Board had received first notice about a bus shelter to be installed at Moore Park. The design and location would be confirmed at the next Board meeting. The costings for the shelter were advised as at the standard price of \$25,000 (with an approach to be made to NZTA for a 50% subsidy of that cost plus a request to the Bay of Plenty Regional Cost for a further 50% subsidy of the remaining amount).

A recommendation for the installation of a new bus shelter would be considered at the next Katikati Community Board Meeting to be held on 21 November 2018.

K16.2.9 Town Centre Development Fund

The Chairperson advised that Katikati had a separate town centre rate of \$20 per rating unit within the area of benefit, rated annually with the balance at \$256,644 as at 1 July 2018. It was requested that this amount be shown as a line item in the Finance Report for Katikati Community Board from hereon.

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

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

K16.2.10 Letter of acknowledgement from the Katikati Hall Committee

The Board was advised of a letter of acknowledgement of thanks for the Board's financial support to the Katikati Memorial Hall Committee in regard to the purchase of a sound system for the hall.

It was noted that Jim Davison would make a presentation to the next Community Board Meeting on 21 November 2018 relating to future plans for the hall and the market square development.

Resolved: Members Hobbs / Councillor Mackay

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

K16.3 Councillor's Report

The Board considered a report from Councillor Mackay dated 25 September 2018 as circulated with the agenda.

K16.3.1 State Highway Two and Future Katikati Bypass

The Board was advised that the Council continued to lobby New Zealand Transport Agency for improvements to the State Highway Two northern corridor. His Worship the Mayor had been heavily involved in trying to facilitate a solution for a safer and optimum highway.

In regard to a future Katikati Bypass NZTA and Council would work together to consider options and possible alternative thinking that needed broader long term planning. This would be further reported on as and when possible.

K16.3.2 Reserves and Facilities Bylaw Update

It was noted that Council staff should be complimented on the way the outcome of the proposed bylaw change that affected Tuapiro Point horse riders was handled. This had been a very fraught matter and the outcome was a good example of how opposing issues could be worked through in the interested of all affected parties.

K16.3.3 Development of Ports of Tauranga

As part of the Rural Committee visit to the Tauranga Port Councillor Mackay reported on the initiatives undertaken by the port in managing increased loading/shipping capacity volumes and the respective growth in forestry and agricultural products going out of the port.

Councillors and members of staff who attended this visit were very impressed with the professionalism of the Port of Tauranga staff and their planning for the future.

Resolved: Councillor Mackay / Member Mayo

THAT the report from Councillor Mackay dated 25 September 2018 be received.

K16.4 Council Community Matching Fund - Successful Recipients 2018

The Board considered a report from the Community Relationship Advisor dated 19 September 2018 as circulated with the agenda.

Resolved: Members Hobbs / Councillor Mackay

THAT the report from Community Relationship Advisor dated 19 September 2018 be received.

K16.5 Community Board Grant Application

The Board considered a report from the Democracy Advisor dated 20 September 2018 as circulated with the agenda.

The Board considered an application from the Katikati La Leche League requesting \$790.00 for fees, charges, upskilling and promotional items.

Resolved: Member Hobbs / Councillor Mackay

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.*
 - *Katikati La Leche League \$790.00*

K16.6 Update to Community Boards on upcoming Speed Limits Bylaw and Traffic and Parking Enforcement Bylaw Reviews

The Board considered a memorandum from the Roothing Engineer (East/West) and the Policy and Planning Manager dated 25 September 2018 as circulated with the agenda.

Resolved: Members Hobbs/ Mayo

THAT the memorandum from the Roothing Engineer (East/West) and the Policy and Planning Manager dated 25 September 2018 be received.

K16.7 Infrastructure Report - October 2018

The Board considered a report from the Deputy Chief Executive dated 25 September 2018 as circulated with the agenda.

Resolved: Member Hobbs / Councillor Mackay

THAT the Deputy Chief Executive Officer's Report dated 25 September 2018 and titled Infrastructure Services Report Katikati October 2018 be received.

K16.8 Katikati Community Roothing Programme 2018/19

The Board considered a report from the Roothing Engineer (East/West) dated 13 September 2018 as circulated with the agenda.

In light of the Board having three members absent at this meeting, the Chairperson asked that the Katikati Community Roothing Programme be

held over for consideration and confirmation at the next Community Board Meeting to be held on 21 November 2018.

Resolved: Councillor Mackay / Member Mayo

THAT the Roading Engineer's report dated 13 September 2018 titled Katikati Community Roading Programme 2018/19 be received and lay on the table for consideration at the next meeting of the Katikati Community Board to be held on 21 November 2018 (K17) with the addition of information and pricing relating to the installation of a bus shelter at Moore Park included in the November Report.

K16.9 **Financial Report Katikati - August 2018**

The Board considered a report from the Management Accountant dated 18 September 2018 as circulated with the agenda.

Resolved: Member Hobbs/ Councillor Mackay

THAT the Management Accountant's report dated 18 September 2018 and titled Financial Report Katikati - August 2018 be received.

K16.10 **Draft Annual Budget - October 2018**

The Board considered a report from the Democracy Advisor dated 19 September 2018 as circulated with the agenda.

Resolved: Councillor Mackay / Members Hobbs

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:*

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

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

K16.11 **Council, Standing Committee and Community Board Meetings**

The Board considered a schedule of meetings for the months of October, November and December 2018.

Resolved: Member Mayo / Councillor Mackay

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

The meeting concluded at 8.39pm.

Confirmed as a true and correct record.

J Hobbs
Chairperson
Katikati Community Board

Date

K16