



MEETING — AGENDA —

Ngā Take

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Western Bay of Plenty
District Council

KATIKATI COMMUNITY BOARD

Poari Hapori

K18
Wednesday, 13 February 2019
The Centre. Pātuki Manawa
7.00pm

Notice of Meeting No K18 Te Karere

Katikati Community Board Poari Hapori

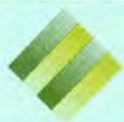
Wednesday, 13 February 2019
The Centre. Pātuki Manawa
7.00pm

Members:

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

Media
Staff

Miriam Taris
Chief Executive Officer
Western Bay of Plenty District Council



*Western Bay of Plenty
District Council*

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

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Katikati Community Board

Mangai o Te Kaunihera

Role and Purpose of Community Boards

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

Delegated Functions

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

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

Or

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

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

Agenda for Meeting No. K18

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.

K18.1

Presentation:

Proposed New Entrance to the Katikati Memorial Hall

James Davison will give a presentation on the proposed new entrance to the Katikati Memorial Hall.

K18.2

Minutes of Meeting No. K17 of the Katikati Community Board held on 21 November 2018.

6-16

A copy of the minutes are attached.

Recommendation

THAT the minutes of meeting no. K17 of the Katikati Community Board held on 21 November 2018 as circulated with the agenda, be confirmed as a true and accurate record.

K18.3	<p>Chairperson’s Report</p> <p>Attached is a report from the Chairperson dated 21 January 2019.</p>	17-23
K18.4	<p>Councillor’s Report</p> <p>Attached is a report from Councillor Mackay dated 29 January 2019.</p>	24
K18.5	<p>Anzac Day Commemoration 2019</p> <p>Attached is a report from the Democracy Advisor dated 16 January 2019.</p>	25-26
K18.6	<p>Infrastructure Services Report Katikati – February 2019</p> <p>Attached is a report from the Deputy Chief Executive dated 25 January 2019.</p>	27-47
K18.7	<p>Financial Report Katikati – December 2019</p> <p>Attached is a report from the Management Accountant dated 18 January 2019</p>	48-50
K18.8	<p>Council, Standing Committee and Community Board Meetings</p> <p>Attached is a schedule of meetings for the months of February and March 2019</p> <p>Recommendation</p> <p><i>THAT the schedule of meetings for February and March 2019 be received.</i></p>	51-52

Western Bay of Plenty District Council

**Minutes of Meeting No. K17 of the
Katikati Community Board held on 21 November 2018
at The Centre. Pātuki Manawa
commencing at 7.00pm**

Present

Members J Hobbs (Chairperson), B Gibbs (Deputy Chairperson), N Mayo, B Warren and Councillors P Mackay and M Williams

In Attendance

B Williams (Strategic Property Officer), A Hall (Roading Engineer West) and A Alty (Democracy Advisor)

Others

Councillor D Marshall and eight members of the public.

Public Forum

Resolved: Member Hobbs / Councillor Mackay

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

The Chairperson clarified the protocols relating to the Public Forum section of the meeting as set out in Standing Orders for the Katikati Community Board. She invited the advised speakers and any other attending members of the public to take part in the Public Forum.

Earle Drive Parking

George Van Dyke, representing the Western Ward Residents and Ratepayers Association, advised that he and Community Board Member Mayo had visited business owners/operators in Earle Drive to ascertain what they wished to see in relation to improving the vehicle parking and access congestion problems in the immediate vicinity.

He stated that it had been 26 years since the Earle Drive commercial area had been developed and there had been minimal maintenance on the roadway/footpaths undertaken

since then. The area was now busier than anticipated and there was general concern for the safety of the public (particularly when they were walking in the area) with cars and commercial vehicles coming and going and working under conditions of limited visibility and space in a very congested area.

The Chairperson thanked Mr Van Dyke for his address and advised that this item would be formally addressed later in the meeting.

7.07pm Member Warren joined the meeting.

State of Footpaths in Katikati Town Centre

Jacqui Knight spoke to the Board outlining concern regarding the bad state of footpaths within the immediate Katikati town centre. In 2010 a survey had been undertaken asking townspeople what they wanted most to improve the township and at that time it was improvement to the footpaths, which was still the case today. The footpaths were in a bad state of repair, they were mismatched and uneven, dirty and very ugly.

"We need to look after our retail sector and address the unsafe, uneven, mismatched patchwork footpath that we currently have with urgency. Now that the announcement had been made that there would be no work on a proposed Katikati Bypass, the focus must be given to improving our town centre, and new footpaths were needed to be installed as soon as possible."

Jim Barteo spoke to the Board as a retailer reiterating that the footpaths were dangerous and untidy. He had travelled to many regions in New Zealand (and overseas) and the footpaths in Katikati were the most ugly of any he had seen. He was embarrassed that he had to apologise about the state of our town centre footpaths to customers and overseas visitors. "There was a duty of care to provide safe walkways in our town centre and the footpaths in their current state were unsafe. New footpaths would beautify our township and energise the town centre linking with the new library and the proposed upgrade for the Talisman Drive area."

Kelly Franks reiterated that "the cracks and general state of the footpaths in the town centre were shocking. It was important to give focus to improving the retail sector now that the decision on the proposed bypass was known. We want to encourage people to come to our township, so now we need to focus on the development and beautification of the town centre and new footpaths were needed with urgency as part of the Main Street upgrade."

Rugby Ball Structure and Story Board in Moore Park

A question was asked if there had been any progress in ascertaining the ownership of the rugby ball structure and the replacement of the associated story board on Moore Park. The Board was advised that the Reserves and Facilities Manager had been advised of the concerns and asked to liaise with the Katikati Open Air Art group.

An update on this item would be advised at the next Community Board meeting.

Resolved: Member Hobbs / Councillor Williams

THAT the meeting be re-convened in formal session at 7.18pm.

K17.1 **Presentation: Katikati Emergency Response Team**

Eris Boyack spoke to the Board outlining the history of the Katikati Emergency Response Team that had been formed in 2012 after a feasibility study funded by the Board had been undertaken. An initial community response plan had been developed but the initial community response team was initially inactive. In 2014 the Emergency Response Team was re-established with a working plan developed to assist the community in an emergency situation to sustain life until outside help arrived. In general planning was based on supporting a community for at least three days. The plan covered the Katikati Township within the 50 kilometres per hour zoning either side of the township on State Highway Two.

The current Emergency Response Team had met consistently every month over the past four years and need support and encouragement from the Board and the community.

Within the new Library and Service Centre a room had been dedicated for use by the Response Team in an emergency situation. Mrs Boyack outlined a number of items that were needed by the Community Response Team being:

- Cabinets for housing the base radio
- Hand held radios on a charging base
- Large table maps
- Street banner
- Survival kits
- General stationery

A large water container also needed to be stored in the room.

The Emergency Response Team wanted to know where the generator would be housed and who would be responsible for the petrol for the generator. The generator and fuel needed to be checked on a regular basis.

The Strategic Property Manager advised that the purchase of a base radio set had been authorised.

The Board asked that a list summarising what the Katikati Emergency Response Team currently had (in regards to equipment) and what they specifically needed, be provided to the Board for information and consideration at the next Community Board Workshop to be held on Friday 18 January 2019.

Resolved: Members Hobbs / Gibbs

THAT the presentation from the Katikati Emergency Response Team Eris Boyack be received.

K17.2 Minutes of Meeting No. K16 of the Katikati Community Board Held on 10 October 2018

The Board considered the minutes of K16 of the Katikati Community Board held on 10 October 2018 as circulated with the agenda.

Resolved: Member Hobbs / Councillor Mackay

THAT the minutes of meeting no. K16 of the Katikati Community Board held on 10 October 2018 as circulated with the agenda, be confirmed as a true and accurate record.

K17.3 Chairperson's Report

The Board considered a report from the Chairperson dated 5 November 2018 as circulated with the agenda.

K17.3.1 Armistice Day 100 Years On

Acknowledgements were extended to all concerned for the colossal effort that went into marking the centenary of Armistice Day in Katikati on the 10 and 11 November. The Western Bay Museum exhibition *Those Who Served* opened on 3 November 2018, the *War is Over Dance* was a resounding success, a big crowd gathered on Memorial Square at the eleventh hour on 11 November 2018 to mark the end of World War I and remember the fallen, both men and war horses, and a new plaque was installed and unveiled to acknowledge the Town Clock, donated to the people of Katikati by the family of Lt Russell Walford who was killed during World War II.

K17.3.2 Results of Bore Monitoring at Highfields Stormwater Pond

The Assets and Capital Manager (Utilities) provided an update report on the Highfield Stormwater Pond noting that:

- The draft ground water monitoring report had been received and this had indicated that the water level in the pond could be raised, initially on a trial basis for recreational purposes.
- Calculations were to be undertaken to confirm that with a raised water level the pond still undertook its required function as a stilling basin to reduce silt into the Uretara.
- Indicatively Council was looking at including the funding of a trial raising of the water level in the 2019/20 Annual Plan.

- The trial would include changes to the outlet structure and further ground water and embankment monitoring along with resident monitoring of the pond condition, insect life and odour.

The ground water monitoring report and full analysis was expected for both the next Board agenda and the Operations and Monitoring Committee.

K17.3.3 **Lighting at Digglemann Park**

The light down the walkway between State Highway Two and Heron Crescent was now working. The Roading Engineer was arranging for the light pole to be lowered, and with a brighter globe installed the overall lighting behind the toilet block would be more effective.

K17.3.4 **Fencing Behind the Arts Junction / Katikati Heritage Museum**

The Chairperson advised that she met with the Reserves and Facilities Team Leader Operations, Councillor Williams, Jacqui Knight (Katch Katikati) and Paula Gaelic (Western Bay Museum) and subsequently put together a proposal for improving the area behind the Katikati Arts Junction and the Western Bay Heritage Museum. This had been costed and Fotheringham Contractors Ltd had offered a competitive price and the Chairperson reported that work had now started on improving the area which would result in a more open and spacious area.

Planting behind the remaining section of fence behind the Arts Junction would occur immediately after ground work was completed and the fence would be removed as soon as the planting was mature enough, in 12-18 months time.

K17.3.5 **Moore Park Bus Shelter**

Costing for the proposed bus shelter were included in the Katikati Roading Programme Report 2018/19.

K17.3.6 **Beach Road Loop Track**

The Katikati Tuesday Walking Group had asked that their sincere compliments be conveyed to Parks and Reserves staff, contractors and Katikati Trails Development Group volunteers in relation to the work undertaken on the Beach Road Loop Track.

K17.3.7 **Acknowledgement of Volunteers**

The Board would like to organise a 'thank you' function recognising the work of volunteers in our community.

Resolved: Councillor Mackay / Members Gibbs

THAT the Katikati Community Board commit funding of up to \$1,000 from the Katikati Community Contingency Account for an afternoon tea to be held at a yet to be advised date and venue early in the new year to acknowledge and celebrate our local volunteers.

K17.3.8 **Library Signage**

The Strategic Property Manager advised that a design for a 'Library' sign, and placement on Main Street would be undertaken.

K17.3.9 **New Zealand Transport Agency Signage**

At the last Community Board Meeting, Paula Gaelic spoke to the Board about the proposed signage installations that had now been approved by the New Zealand Transport Agency.

A question was asked if the organisers of the signs had applied for funding from Tourism Bay of Plenty noting that the qualification of the criteria for signage was aimed at tourism. The signage would be installed to direct tourists (as well as locals) to various attractions within the Katikati area and would be beneficial to various business operators.

The Board supported the installation of the signage and asked that the organisers make an approach to Tourism Bay of Plenty for funding for the production and installation of the proposed signs. The organisers would be asked to report back to the Board advising if a request for external funding had been successful or not.

Resolved: Member Gibbs / Councillor Mackay

THAT the Katikati Community Board agree to fund up to \$4,557.68 from the Katikati Community Board Reserve Account for the installation of the proposed signage subject to an application for a funding contribution being made to Tourism Bay of Plenty by the signage organisers.

K17.3.10 **Thanks and Seasons Greetings**

The Chairperson thanked Members of the Katikati Community Board, staff and Council for their work over the last year and extend best wishes on behalf of the Board for a happy, safe and relaxing festive holiday.

K17.4 Councillor's Report

The Board considered a report from Councillor Williams dated 8 November 2018 as circulated with the agenda. Councillor Williams spoke to the following items:

State Highway Two Safety Improvements

The proposed State Highway Two safety enhancements would deliver improvements along the highway with driveways upgraded and intersections made safer.

Katikati Bypass

While it had been a huge disappointment to hear that the proposed Katikati Bypass would not be undertaken in the near future, it was now time to concentrate on improvements to the Katikati Main Street retail/town centre. Much needed improvements to the footpaths should be looked at with urgency in liaison with the New Zealand Transport Agency.

Katikati Boating Club

It was very pleasing to see that the Katikati Boating Club had been successful in achieving the location of a container storage shed on a section of the Katikati Esplanade Reserve. The shed made the operation of the growing 'Learn to Sail' yachting and water safety programmes in the community much more manageable.

Tauriko Boundary Change

Council had approved an application to alter the territorial boundary located at Tauriko West between Western Bay District and Tauranga City Council land area for lodgement with the Local Government Commission for final approval.

Ongare Point Wastewater Scheme

The new wastewater scheme for Ongare Point was expected to be completed by the end of November. This project had been a good example of residents and Council working together to achieve a positive outcome.

Western Bay of Plenty District Council's Rating from Standard and Poor's for 2018

Council had achieved an AA long term and A-1+ short term issuer credit rating from Standard and Poor's for 2018. This was the highest rating a Council could receive and was testament to prudent financial management that our Council was now in a very good financial position compared to where it had been ten years ago.

Resolved: Councillors Williams / Mackay

THAT the report from Councillor Williams dated 8 November 2018 be received.

K17.5

Katikati Roothing Programme 2018/19

The Board considered a report from the Roothing Engineer dated 13 September 2018 as circulated with the agenda.

The Board discussed at length the options included in the report for construction work in the 2018/19 year.

The attending Roothing Engineer (West) provided advice to the Board in regard to the following:

- The installation of kerb and channel on Henry Road needed to be done as soon as possible given the increased number of users on this road since the opening of walkway/cycleway bridge.
- Board members noted that the positioning of the bus shelter proposed for Middlebrook Drive needed to consider the prevailing wind and adverse weather aspects in the immediate vicinity.
- While aware that Earle Drive had not had any substantial maintenance undertaken since it was first developed 26 years ago, the proposed improvement options needed to be re-looked at. The Board requested that a clearer set of options be developed and that a workshop meeting be organized before the next Community Board meeting in February 2019 for Board members, Council Roothing staff and Westlink staff to fully discuss future proposed remedial development and required safety work for the Earle Drive commercial area/industrial area roadway and future maintenance. The Board asked that a comprehensive design be put together showing clearly any proposed road re-alignment, footpath remediation and parking areas for Earle Drive.
- The design and construction and cost of the Beach Road footpath be given further consideration before being confirmed as a priority on the programme of works.

Resolved: Member Mayo / Councillor Williams

1. *THAT the Roothing Engineer's report dated 13 September 2018 titled Katikati Community Roothing Programme 2018/19 be received.*

2. *THAT the report lay on the table at this time subject to full discussion relating to the roading costing designs and priorities.*

K17.6

Speed Limit By-Law Review 2018/19

The Board considered a report from the Roading Engineer dated 5 November 2018 as circulated with the agenda.

Resolved: Members Hobbs / Councillor Mackay

1. *THAT the report from the Roading Engineer (East) dated 5 November 2018 titled Speed Limit By-Law Review 2018/2019 be received.*
2. *THAT the report relates to an issue that is considered to be of medium significance in terms of Council's Significance and Engagement Policy.*
3. *THAT the Katikati Community Board recommends to the Policy Committee that the following matters be considered in the development of the relevant draft bylaws for community consultation:*

Speed Limit Bylaw

Road	From	To	Current PSL	Requested PSL
<i>Beach Road, Katikati</i>	<i>Outside Katikati Primary School</i>		<i>50</i>	<i>40</i>
<i>Beach Road and Wills Road Intersection</i>	<i>Beach Road and Wills Road Intersection</i>	<i>MacMillan Reserve</i>	<i>70</i>	<i>50</i>
<i>Wills Road Tetley Road</i>	<i>The Dog pound</i>	<i>Marshall Road</i>	<i>70</i>	<i>50</i>

K17.6.1

Kotahi Lane - Go Slow Signage

The Board asked that a Service Request be initiated for a 'Go Slow' sign to be installed at the most appropriate entrance point to Kotahi Lane.

K17.7

Infrastructure Services Report Katikati - November 2018

The Board considered a report from the Deputy Chief Executive dated 6 November 2018 as circulated with the agenda.

K17.7.1 Worm Composting Workshop

Comment was made that perhaps a different approach be given to recycling education. While recognising the value of the worm composting workshops they were only reaching the people that could afford the initial cost to attend a workshop and there needed to be an avenue to equally reach the wider population about recycling education.

K17.7.2 Kotahi Lane Car Park - Minutes Action Reference K15 18 2.8

The Board received advice that Westlink had been approached to level, re-chip and compact the Kotahi Lane Carpark.

In regard to altering the flow of traffic out of the access way, the Roading Engineer had been requested to investigate this suggestion and would consult with the current land/retail premise owners regarding the suggestion. Options for this suggestion would be further discussed with New Zealand Transport Agency in hand with future proposed town centre improvements, particularly in regard to the location of traffic lights.

Resolved: Councillor Williams / Members Hobbs

THAT the Deputy Chief Executive report dated 6 November 2018 and titled Infrastructure Services Report Katikati - November 2018 be received.

K17.8 Financial Report Katikati - September 2018

The Board considered a report from the Management Accountant dated 30 October 2018 as circulated with the agenda.

Resolved: Members Hobbs / Warren

THAT the Management Accountant's report dated 30 October 2018 and titled Financial Report Katikati - September 2018 be received.

K17.9 Council, Standing Committee and Community Board Meetings

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

Resolved: Member Gibbs / Councillor Mackay

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

The meeting concluded at 9.06pm.

Confirmed as a true and correct record.

J Hobbs
Chairperson
Katikati Community Board

Date

K17

Western Bay of Plenty District Council

Katikati Community Board

Chairperson's Report – February 2019

1. **Yeoman Walkway to Park Road Reserve – Walkway/Cycleway Status Update**

Attached for information is a Status Report on the proposed walkway/cycleway from Yeoman Walkway to Park Road Reserve as at 22 January 2019.

Attachment A

2. **Rugby Ball Structure and Story Board at Moore Park**

A meeting with members of the Community Board, Open Air Art and the Katikati Rugby Club will be arranged look at processes required to refurbish the rugby ball and renovate the associated storyboards at Moore Park.

3. **Fencing Behind the Arts Junction/Katikati Heritage Museum**

Further to my report at the last meeting, the old fence immediate behind the playground area between the Western Bay Museum and the Arts Junction has been removed and a new pathway constructed by Fotheringham's Contractors. The remaining old fence will be removed when the newly planted flaxes behind it have grown and matured to form a barrier at the rear of the garden. Chaos Springs in Waihi generously donated forty flax plants for the project.

4. **Acknowledgement of Volunteers**

At the last Community Board meeting the Board resolved that funding up to \$1,000 be allocated from the Community Board Contingency Account for an afternoon tea to be held at a yet to be advised date and venue early in the new year to acknowledge and celebrate our local volunteers.

Katch Katikati have agreed to organise the event, recognising Katikati volunteers, on Tuesday 5th March between 3.30 – 5.00pm at Pātuki Manawa.

5. Katikati Community Response Team – Request for Storage Cupboards

Council's Strategic Property Management Team will organise the purchase and installation of storage cupboards for the Katikati Community Response Team (in conjunction with the installation of the base radio and associated equipment).

Recommendation:

That the Katikati Community Board allocate up to \$1,000.00 for the purchase of furniture required by the Community Response Team for storage of equipment in Pātuki Manawa funded from the Katikati Community Board Contingency Account.

6. Improvements to the footpaths in Katikati Town Centre

The Board totally supported improvements to the footpaths in the immediate town centre. As reported in the public forum at the last meeting the footpaths were mismatched, uneven, unsafe, dirty, and in a bad state of repair. It was reported that "there was a duty of care to provide safe walkways in our town centre and the footpaths in their present state were unsafe. It was important to give focus to improving the retail sector now that the decision from NZTA on the proposed bypass was known there needed to be urgent focus on the installation of new footpaths as part of the Main Street upgrade.

It is requested that a report be provided to the Board outlining options for new footpaths in the retail area that would beautify the township and energise the town centre linking with the new library and the proposed upgrade for the Talisman Drive area.

Staff Comments:

The Deputy Chief Executive Officer has advised that the refurbishment and/or upgrading of the main street footpaths would be best included in a comprehensive town centre urban design package as part of the NZTA SH2 interim works programme. At this stage the timing of the NZTA decision on the interim works package and value is unknown but indicatively in the next couple of months. The potential interim works have been discussed with the community reference group which last met over a year ago.

An urban design package would have to allow for any implications of the interim works and would need to be developed in conjunction with NZTA. A main street upgrade is not currently included in the council budget. At this point the urban design package would need to be funded from the Town Centre Development fund or the community roading budget.

The footpath was last upgraded with an A/C surface 10-12 years ago funded from the community roading budget. I've asked for an assessment of the standard of maintenance of the footpath and compliance with agreed levels of service.

7. Uretara Stream Restoration – The Weed War

One of Katikati's geographical gems is the situation of the Uretara River in close proximity to the Town Centre, along with the Haiku Walkway. Recently members of the community have brought to my attention the poor state of the Uretara Stream, both water quality and weed infestation, particularly in the town centre area from the SH2 bridge upstream to the suspension bridge on the Haiku walkway. They have assessed the stream bank biomass as approximately 90% exotic weeds and 10% native plant species and asked the question – 'how did this happen'. A request was made by them to Council Parks and Reserves staff for \$1500 for a local expert to create a Management Plan however this was turned down. Katikati Waihi Beach Ward Reserves Management Plan Page 135 under Reserve Management Policy states: 6.22.6 Restore and enhance the Uretara Stream sides and wetlands as a healthy, viable natural ecosystem.

I ask the Board to support a recommendation that Councils Parks and Reserves department be asked to fund this subsidised report that will assess the problems and create a structured guide to fixing the sorry state of affairs we see along the banks of the Uretara river today. I believe it is the role of Council to enable and inspire positive action where there are community members willing to volunteer their time and expertise on such projects.

Attachment B

Staff Comments

The Reserves and Facilities Manager has advised that staff met on site with the community group to assess the current state of the stream bank vegetation and discussed management options going forward. The estimate provided to staff for the preparation of a stream bank vegetation management plan was \$2,500. Staff have also been in discussions with the Bay of Plenty Regional Council on management options. Staff are happy to co-ordinate another meeting with the community group, Bay of Plenty Regional Council and the Community Board to discuss and agree upon a clear scope of work for a stream bank vegetation management plan.

Once the scope of work has been determined, staff can then seek several prices for the preparation of a management plan.

Staff note that the Katikati Haiku Pathway Focus Committee have an interest in the riverbank environs and would need to have input to the management plan process.

With regards to levels of service for weed management, Council manages plant pest weeds in accordance with the Bay of Plenty Regional Pest Management Plan. Council avoids the use of herbicide within the riparian margins.

Another point to note is that once the erosion protection works are installed upstream of the new swing bridge foundation on the true right bank, the area of erosion on the true right bank downstream of the new swing bridge is scheduled to be planted in native vegetation this autumn/winter.

Recommendation

THAT the Chairperson's Report to the Katikati Community Board for February 2019 be received.

Jenny Hobbs
Chairperson
Katikati Community Board

Proposed Walkway/Cycleway from Yeoman Walkway to Park Road Reserve Status Update 22 January 2019

This provides the current status of investigations into forming the walkway/cycleway along the esplanade reserve between The Yeoman Walkway and Park Road Reserve, Katikati. This section of reserve currently has a grassed surface, which is mown and maintained by both Council and adjoining owners, and has wet areas that are unsatisfactory in winter.

Background

In 2009, Council adopted its Walking & Cycling Strategy for the Western Bay of Plenty District. The strategy outlines the need to develop sustainable travel options within the District and Council's commitment to developing public walking and cycling opportunities. The maps in the strategy identify this area as a walking and cycling connection.

During the publically consulted Katikati/Waihi Beach Ward Reserve Management Plan review, undertaken in 2018, Council identified a number of walkway/cycleway initiatives within the Reserve Management Plan linked to its Walking and Cycling Strategy.

Copied below are the relevant objectives/policies from the Katikati/Waihi Beach Ward Reserve Management plan adopted in December 2018 that relate to the proposed cycleway/walkway along the esplanade reserve between The Yeoman Walkway and Park Road Reserve, Katikati.

Reserve Management Policy:

6.82.1 Continue to secure remaining areas of esplanade reserve around the Katikati Peninsula (as identified in the District Plan) to achieve continuous pedestrian access and harbour protection.

6.82.2 Where existing access over private land facilitates the coastal walkway/cycleway connection, seek to secure some form of legal formalisation of this access including access to Tutaetaka.

6.82.3 Manage the coastal esplanade for the protection of the natural character and wildlife values of the Tauranga Harbour.

6.82.4 Consistent with the protection of the above values provide for continuous pedestrian/cycleway linkage around the Katikati Peninsula.

6.82.5 Develop a walkway/cycleway between the Yeoman Walkway, Riverlea Drive Reserve, Levley Lane Reserve, Francis Drive Reserve and Park Road Reserve next to the retirement village.

Source: Page 248 of the Katikati/Waihi Beach Reserve Management Plan – 13 December 2018

In December 2018, Council commissioned a scoping report on the feasibility of creating or forming the section of pathway identified in section 6.82.5 (above) of the Katikati/Waihi Beach Reserve Management Plan.

Council has also been working with the Katikati Trails Development Group for a number of years on developing a walkway/cycleway network in and around Katikati. This collaboration has resulted in a number of new trails being created that are well used by the community.e.g._the trail between the end of Beach Road and Tamawhariua Reserve.

Current situation

At this point in time, Council has commissioned a scoping/feasibility report to identify the work required to form the walkway/cycleway, including: feasibility; environmental considerations; consenting requirements; assessment of construction material and methodology; and an estimate of costs for the project including the options of concrete or gravel surfacing.

In early January, Council received a number of letters and a petition requesting the proposal be placed on hold in order to allow further community input to the proposal.

Council intends to analyse the final scoping report to determine whether the proposal is financially feasible. This analysis will consider the options available, the required funding and the need for further consultation with adjoining residents.

While appreciating that public consultation took place during the review of the Katikati/Waihi Beach Ward Reserve Management Plan, and the feasibility study is consistent with the objectives of the Walking and Cycling Strategy, Council concedes that further consultation with adjoining property owners will be required to address the current feedback being received.

In summary, Council has a process to work through to determine whether the walkway/cycleway is feasible and, if so, what level of further consultation should be undertaken with adjoining residents and other interested parties.

We will be in contact with you once the scoping report has been analysed to advise of Council's course of action.

For further enquiries please contact Peter Watson – Reserves and Facilities Manager on Ph. (07) 571 8008

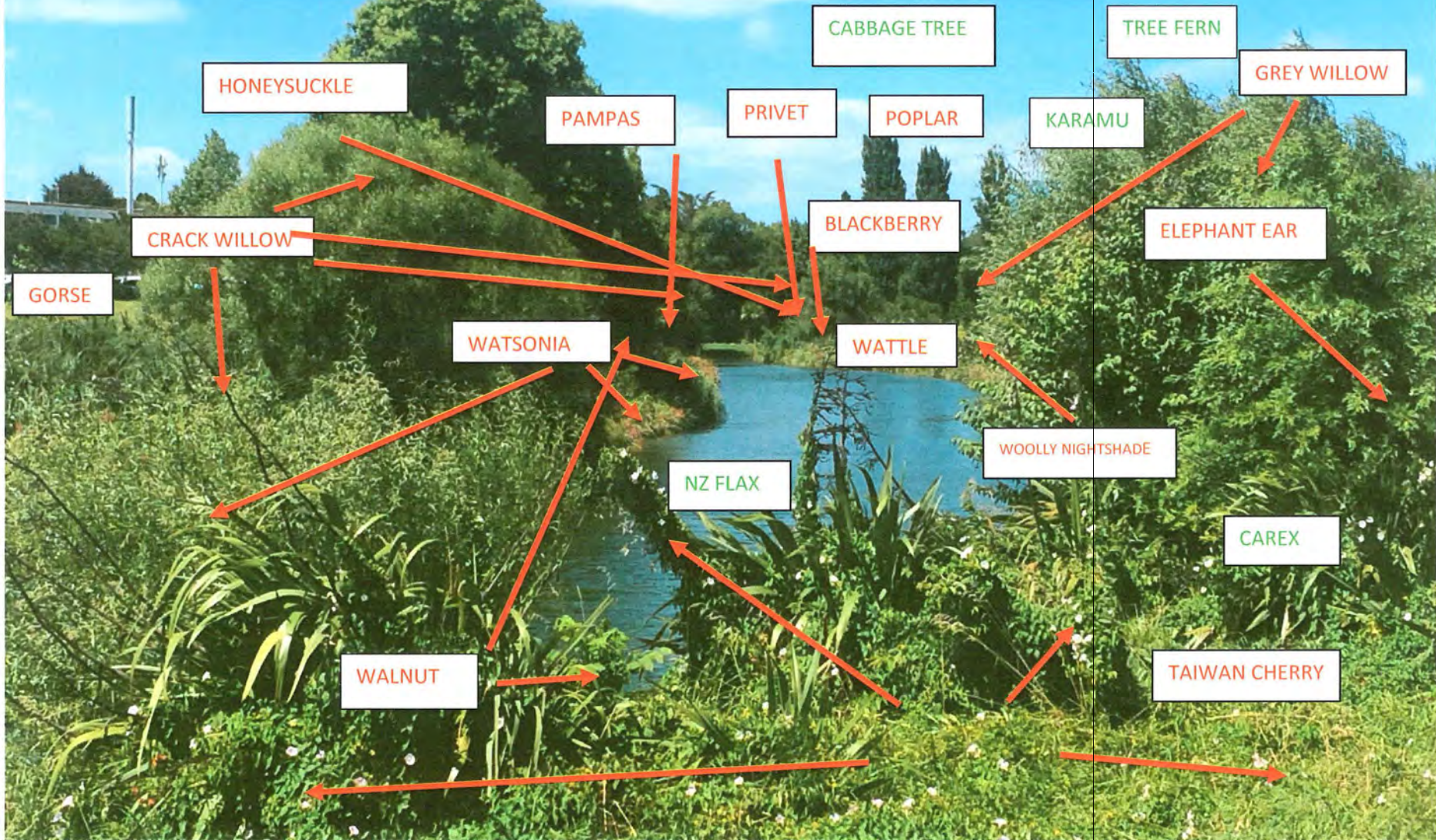
Figure 1 : Indicative route along esplanade reserve(s) – Not to scale



THE WEED WAR ON THE URETARA STREAM

Estimate 90% biomass weedy exotics, 10% native

HOW DID THIS HAPPEN?



Western Bay of Plenty District Council
Katikati Community Board
Councillors Report – February 2019

On behalf of Councillor Mackay, Councillor Williams will provide a verbal update on the following items:

- District and local cycleways
- SH2 traffic over the holiday period
- Policy changes regarding Council water supply to rural properties

Peter Mackay and Mike Williams
Councillors
Katikati Community Board

Western Bay of Plenty District Council

Katikati Community Board

Anzac Day Commemoration 2019

Purpose and Summary

The Katikati Community Board is required to make a decision regarding attendance and presentation of a wreath at the Anzac Service at Katikati on Anzac Day Thursday 25 April 2019.

Funding Implications for Katikati Community Board

The cost of a wreath up to \$200 will be funded from the Katikati Community Board Contingency Account.

Delegated Authority of Katikati Community Board

The Community Board has delegated authority pursuant to Schedule 7 LGA 2002 to make decisions on the subject matter in this report.

Recommendation

- 1. THAT the Democracy Support Officer's report dated 16 January 2019 and titled Anzac Day Commemoration 2019 be received.***
- 2. THAT the Katikati Community Board provide / do not provide a wreath for the ANZAC Day Service, to be paid from the Katikati Community Board Contingency Account (up to the value of \$200).***
- 3. THAT Omokoroa Community Board Members represent the Katikati Community Board at the ANZAC Day Service at Katikati on 25 April 2019.***

.....
Aileen Alty
Democracy Advisor

1. Background

Community Boards have participated in Anzac Day Services in their respective areas in the past and so Community Board Chairpersons are requested to liaise with their elected members to co-ordinate their representatives to attend services across the Western Bay of Plenty District Council region on Thursday 25 April 2019.

2. Statutory Compliance

The Board has appropriate delegation under the auspices of the Local Government Act 2002.

Funding/Budget Implications

Budget Funding Information	Relevant Detail
Katikati Community Board Contingency Account	Funding of up to \$200 for a wreath to be laid by Katikati Community Board Representatives on Anzac Day 2019.

3. Consultation and Communication

Interested/Affected Parties	Completed/Planned Consultation/Communication	Notes
Katikati Returned Services Association Representatives	The Democracy Advisor will advise the Katikati Returned Services Association representatives of the attending Katikati Community Board representatives at the Anzac Service to be held on 25 April 2019.	

Western Bay of Plenty District Council

Katikati Community Board

Infrastructure Services Report Katikati February 2019

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 January 2019 and titled Infrastructure Services Report Katikati February 2019 be received.**
- 2. THAT the Board endorse the removal of 17 Cherry Trees in Kohati Lane to improve car parking as shown in Attachment B.**
- 3. THAT the Roding Projects Priority List be approved.**

Priority	Project	Comments	Costings
1	Henry Road Footpath	2.5m wide footpath with kerb and channel from SH2 Main Road to cycle link	Estimated Cost: \$135,000
2	Middlebrook Drive Bus Shelter	Park and Ride Bus shelter, to be located in the boundary of Moore Park	Estimated Cost: \$25,000
3	Earls Drive Loading and Parking review	Review of Vehicle parking, truck standing, Footpath and kerb & channel along Earl Drive	Rough Order Cost: \$325,000
4	Beach Road footpath	1.5km of 2.5m wide footpath and Kerb & Channel to enhance pedestrian, cyclist and motorist safety.	Rough Order Cost: \$367,000



Approved

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.

Four final tanks are required to be installed. 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 and is performing well.

1.2 Home Worm Composting Workshops

Dates for 2019 is being planned with the trainers and will be available on Council's website once confirmed 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

1.3 Katikati Recycling Centre Opening Hours Trial

The Katikati Recycling Centre is operating under the proposed extended opening hours on Thursday afternoons. Ratification of the proposed extended hours will be sought from Council in February 2019.

1.4 Western Supply Zone Water Main Improvements

Upgrade to water mains along Beach Road, Waihi Beach and replacement of water mains attached to Tuapiro Stream Bridge and Waitekohe Bridge on State Highway 2. Also a replacement of a short section of cross country water main between Lund Road and Hot Springs Road. Works will commence on 29 January 2019.

1.5 Katikati Alternative Options Assessment

The Katikati Wastewater Consent renewal was approved on 24 August 2018 and 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 that have been held to date so far have discussed beneficial reuse of wastewater and have been productive. Potential sites have been narrowed down for the beneficial reuse option and these sites are currently being investigated further by technical consultants.

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. The feasibility assessment has been broken into three stages. Stage one looks at refining the sites selected for further investigations. It includes undertaking a planning assessment, technical assessment on appropriate disposal methods and developing success criteria to assist in determining the best method. Stage 1 is complete and was reported to the working group on the 22 January 2019.

1.6 Highfields Pond

The final ground water monitoring report has been received. It indicates that the water level in the pond can be raised, initially on a trial basis for recreational purposes with some risk.

Council has approved funding the trial of raising the water level in the 2019/20 Annual Plan. The trial includes charges to the outlet structure and further ground water and embankment monitoring along with resident monitoring of pond condition, insect life and odour.

The ground water monitoring report and full analysis is expected for the both the next Board agenda and the Operations and Monitoring Committee. The report will include details on risk associated with the trial. The trial will begin in October 2019 when funding is available.

2.0 Reserves

2.1 Kauri Point Jetty – Walkway Re-Decking

The walkway is being monitored for safety and any minor repairs undertaken in the interim, until complete walkway decking renewal can occur post landslide / road reinstatement access. This delay will extend into to 2019/2020.

2.2 Kauri Point Slip Repairs - Status Update

The detailed design is being worked through and construction is scheduled for later this year subject to pricing and the Resource Consent process.

2.3 Haiku Park to Henry Road Cycleway/Walkway

The information and interpretation sign-board has been constructed and is now with the Katikati Menz Shed to install. Installation expected in February 2019.

3.0 Strategic Property

3.1 Katikati Library

Staff have approved the design of the commended Mezzanine barrier and it is being fabricated off-site. Once installed, the final Code of Compliance Certificate will be issued.

4.0 Projects

Nothing to report this month

5.0 Emergency Management

5.1 Waihi Beach

Meeting attended on 10 October 2018 with the Community Response Team. The Community Response Plan has been finalised, and relationships initiated with the Waihi Community Response Team on 1 November 2018 (Waikato CDEM region). The Community Response Team Leader attended the recent Tier 1 exercise at WBOPDC (Ex Ranginui; 17 November).

5.2 Omokoroa

The Omokoroa Community Response Plan is being updated by the Community Response Team. We are awaiting feedback from the team before progressing further.

5.3 Katikati

Meetings attended on 2 September and 13 November 2018 with the Community Response Team. The Community Response Plan has been finalised; Community Response Team identifying opportunity to promote the team at a local event.

5.4 Exercise Shakeout

Sixty five percent of WBOP schools committed to supporting ShakeOut, (the national earthquake drill and tsunami hikoi).

5.5 Katikati Civil Defence Radio Base Set

This is in the process of being organised.

6.0 Roothing

6.1 Katikati Bypass Update

There has been no further change since the previous update – this is still pending further announcements from the New Zealand Transport Agency.

6.2 Community Roothing Katikati

Fairview Road kerb and channelling construction is complete.

Stewart Street works are now complete.

6.3 Kotahi Tree Rationalisation

The Katikati Community Board have requested that the Kotahi Lane berm side parking be reassessed and improved to make parking more accessible in this area. Of the 23 berm side trees, the improvement includes removing seventeen cherry trees within the side berm. The current tree arrangement on Kotahi Lane is considered cluttered. Nine of the seventeen trees have never "taken" and add little aesthetic value to the area.

ATTACHMENT B

It is expected that this tree clearance and maintenance work will create additional car park spaces as well as reduce the amount of detritus from falling blossom, leaf, branches and bird droppings onto the parked cars. The remaining six cherry trees are considered to provide sufficient beatification to the retail and light industrial area of Kotahi Lane.

6.4 Henry Road

Henry Road footpath option 2 (2.5 metre wide footpath with kerb and channel) has tentatively been approved by the Katikati Community Board. This report includes a resolution for the Board to confirm this project as priority 1.

6.5 Beach Road

WestLink have carried out initial survey, ground and service investigation, and commissioned the first stage of archaeological assessment for a footpath along Beach Road from Prospect Drive to McMillan Reserve. The verge on the north side is more suited for a footpath than the south side. The design has been carried out under this assumption, noting 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. WestLink have 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 reshaping and contouring to work within the constraints of several driveways and power poles during construction which will result in additional costs. This project will be placed on hold as it is of lower priority.

6.6 Middlebrook Drive Bus Shelter

The Community Board has requested a bus shelter be constructed on Middlebrook Drive to encourage people to use the "park and ride" bus service. This has been tentatively approved and awaiting resolution from the Board.

6.7 Community Road Budget

Note, the budget will be updated for the next Agenda to include actual subsidy received for any of the completed projects.

Current Account:	Cost (\$):	Status:
Current Account Opening Balance 1 July 2017	\$169,974	
Allocation for 2017/18	\$158,945	
Subtotal	\$328,919	
Committed Projects (for 2017/18)		
Street Tree Planting	\$10,000	Complete
Flag Trax System K21.7	\$17,116	Complete
Library Footpath and Plaza - Resolutions K18.9	\$150,000	Complete
Fairview Road – Kerb and Channel	\$96,000	Complete
Stewart Street Widening K617.7	\$175,000	Complete
Mulgan Street - Kerb and Channel	\$75,000	In Progress
Subtotal	\$523,116	
Mulgan Street Works (Developer Invoiced)	-\$30,000	
Current Account Closing Balance 30 June 2018	-\$164,197	
Current Account Opening Balance 1 July 2018	-\$164,197	
Allocation for 2018/19	\$158,945	
Subtotal	-\$5,252	
Proposed Projects (for 2018/19)		
Henry Road Footpath Option 2	\$135,000	2.5m footpath with kerb & channel
Middlebrook Drive Bus Shelter	\$25,000	
Earl Drive Parking Improvements	\$325,000	Parking footpath, kerb & channel
Beach Road Footpath Option 2	\$367,000	2.5m footpath
Subtotal	\$627,000	

Priority	Project	Comments	Costings
1	Henry Road Footpath	2.5m wide footpath with kerb and channel from SH2 Main Road to cycle link	Estimated cost: \$135,000
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3	Earl Drive Loading and Parking review	Review of Vehicle parking, truck standing, Footpath and kerb & channel along Earl Drive	Rough Order cost: \$325,000
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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

25 Jan 2019: A draft design of the structure is underway and will be provided to the adjoining owner for comment as part of the consenting process.

7 Nov 2018: The site meeting took place in October with the preferred outcome being to install a bridge as opposed to culverts. Staff are currently liaising with the adjoining property owner, who as an affected party for any consent, will need to agree to the bridge option.

Subject to neighbours' approval, work can then commence on applying for the necessary consents.

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	Complete
Complete Date	25 January 2019
Confidential	
Resolution	<p>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.</p> <p>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.</p> <p>It was also suggested that some protective barriers be placed around the native trees, to protect them as much as possible.</p>
Actions	<p>25 Jan 2019: This minute action sheet has been signed off as complete as the old street light is now working again.</p> <p>7 Nov 2018: Old Street light is now working. The lower tree branches have been crown lifted to allow better light disbursement. Regular checks are being made around trees for litter being placed in amongst the tree trunks. The rubbish is bin is being upgraded. The new storyboard about the toilet has been installed.</p> <p>The toilet has featured in the recently released book "Kiwi - as Toilets".</p> <p>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.</p> <p>16 August 2018: A meeting is being arranged with the Chairman.</p> <p>26 June 2018: Options are being finalised prior to meeting with the Chairperson to discuss the preferred option and funding.</p> <p>15 May 2018: Options are still in the process of being investigated.</p> <p>18 April 2018: Lighting options are being considered.</p> <p>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.</p> <p>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.</p>

KATIKATI COMMUNITY BOARD 19/07/2017

Remit Title	Options for Changing Designation from Road Reserve to Recreation Reserve
Remit Number	K617 3.1.2
Owner	RFM
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	That the Chief Executive Officer be requested to provide a report on the options relating to move a change in the designation from road to recreation reserves for further consideration by the Board.
Actions	<p>25 Jan 2019: The Department of Conservation have stated they are supportive in principle of a change of status to a recreation reserve. They do not require vehicle access over this roadway and note they will not be formally notified if the formal road stopping process is initiated. They do not wish to amalgamate the roadway into the Kaimai Forest Park as their preference is for Western Bay of Plenty District Council to continue to administer the area as a recreation reserve.</p> <ul style="list-style-type: none"> • Council has not received a response from Matamata/Piako Council, therefore it is suggested that if Council proceeds to formally undertake the road stopping they can make a submission to process then. • Staff are following up on Tangata Whenua's response and will provide an update at the meeting. <p>7 Nov 2018: The Department of Conservation (DOC) and Tangata Whenua have acknowledged receipt of Council's letter and are in the process of formulating a response.</p> <p>24 Sept 2018: Reminder letters have been sent.</p> <p>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.</p> <p>26 June 2018: Letters have been sent to the relevant parties.</p> <p>15 May 2018: The adopted Resolution by the Board was reported to Council on 17 May 2018.</p> <p>The outcome of Council's decision will be reported back to the Board, with updates as reported in the Council Minute Action Sheet.</p> <p>Staff have supported the Board's recommendation on the basis that initial discussions be held with Matamata – Piako District Council, Department of Conservation and Tangata whenua to ascertain their respective views prior to engaging with the adjoining land owners and the general public.</p> <p>There are implications to the process and the detailed investigation is expected to take some months.</p> <p>16 April 2018: A report on the change of designation process has been completed.</p> <p>28 Feb 2018: Staff have prioritised the report to go to the next Community Board meeting.</p>

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	Pakeke Lions Club of Katikati - Outdoor Gym Proposal
Remit Number	K1318 4.4
Owner	RFM
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	THAT the Katikati Community Board support the proposal for an outdoor gym as put forward by the Pakeke Lions Club of Katikati.
Actions	<p>25 Jan 2019: The Reserve Management Plan has been adopted. Staff will work with the Pakeke Lions Club once they have secured funding for the project.</p> <p>7 Nov 2018: The Policy Committee have recommended to Council the adoption of the Reserve Management Plan. On this basis, Pakeke Lions Club can progress the proposal further with staff.</p> <p>24 Sept 2018: Council are still considering the proposal through the Reserve Management Plan review process.</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 & Facilities Manager met with Pakeke Lions Club on 22 June 2018. The preferred site is an area towards the back of Diggelman 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 Diggelman Park Reserve as the preferred site for the outdoor fitness equipment.</p>

KATIKATI COMMUNITY BOARD 6/06/2018

Remit Title	Proposed Development of Moore Park
Remit Number	K1318 7.4
Owner	RFM
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	The Board asked that regular updates on the development of Moore Park be reported in the Infrastructure Service Report as a Minute Action Sheet Update.
Actions	<p>24 Jan 2019: Council have purchased the adjoining property which will allow Moore Park to be extended, thereby accommodating a full size football field and cricket oval. The new land has been surveyed in order to identify new levels for the extension area and to calculate cut and fill requirements.</p> <p>The field construction will occur over two construction seasons due to the conditions of the land purchase agreement.</p> <p>7 Nov 2018: Council is discussing land issues with the adjoining property owner. The construction of the sportsfields has been deferred to Autumn 2019.</p> <p>24 Sept 2018: Resource consent has been submitted to WBOPDC.</p> <p>The Resource Consent required from BOPRC is awaiting further storm water design – additional survey is required and this is happening next week. As soon as this has been completed, the design will be submitted for the BOPRC RC application.</p> <p>The soil testing report indicates a low level of contamination – no surprise there. We will end up importing about 300m³ of topsoil to mitigate the issue. All of the existing topsoil remains on site – we do not have to dispose of any at this stage.</p> <p>Drainage: The site investigation results have revealed extremely poor percolation – meaning that field soakage is very limited – requiring quite a lot of subsoil drainage. So we are currently seeking a peer review of this issue with a turf industry professional to confirm requirements and/or advise an alternative approach.</p> <p>Preliminary conversations have been had between the consultant and local contractors. No pricing has yet been sought but I expect this to happen soon.</p> <p>16 August 2018: Progress continues to be made on the project.</p> <p>Soil tests for contamination have come back and the results show that the soil is within the guidelines for recreational use.</p> <p>An archaeological authority is not required, therefore the earthworks will be undertaken using accidental discovery protocols.</p> <p>Resource Consent application are being prepared for the earthworks.</p> <p>4 July 2018: A meeting with representatives of the clubs who wish to use the Moore Park extension area and to establish clubrooms on the extension was held on Friday, 6 July 2018.</p> <p>Council has tendered the Professional Services Contract, which has been let to Tiaki Engineering Services Ltd.</p>

The site has been surveyed in order to calculate cut and fill requirements. The old greenhouses have been removed and an investigation into potential site contamination has been commissioned. The relevant Resource Consents are being prepared for the earthworks.

KATIKATI COMMUNITY BOARD 29/08/2018Remit Title **Kotahi Lane Car Park**

Remit Number K1518 2.8

Owner RE2

Status UNDER ACTION

Complete Date

Confidential

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

- i. 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.
- ii. 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

24 Jan 2019:**A. Kotahi Lane Car Park Improvements:**

- i. **Car park has been rechipped and graded. At this stage it will not be sealed or marked.**
- ii. **A report on removing cherry trees will be presented at next Council meeting. Quote has been received.**

B. Advice has been sought and feasibility study continuing.**Note that the NZTA SH2 Katikati interim works may affect this option.**

2 Nov 2018:

- A. WestLink have been approached to level, rechip and compact.
- B. Discussion is required with NZTA to marry this option with the TC upgrade, particularly regarding the location of the traffic lights.

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

KATIKATI COMMUNITY BOARD 10/10/2018

Remit Title **Kotahi Lane Car Parking**
 Remit Number K1618 2.7
 Owner RE2
 Status COMPLETE
 Complete Date 2 November 2018
 Confidential
 Resolution Public Car Park Improvements

The Roading 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.

Actions **24 Jan 2019: This MAS has been completed as per the details from the update below.**

2 Nov 2018: Costing for the work on the Cherry Trees and other miscellaneous trees on Kotahi Lane has been discussed with WestLink. Awaiting quotes from WestLink.

KATIKATI COMMUNITY BOARD 10/10/2018

Remit Title **Bus Shelter at Moore Park**

Remit Number K1618 2.8

Owner RE2

Status COMPLETE

Complete Date 22 January 2019

Confidential

Resolution 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.

Actions **22 Jan 2018: It was agreed at the Katikati Community Board Workshop held on 16 September 2018 that the bus shelter be installed adjacent to the soccer fields (approval to be minuted).**

2 Nov 2018: Noted. Discussions continuing.

KATIKATI COMMUNITY BOARD 21/11/2018

Remit Title **Results of Bore Monitoring at Highfields Stormwater Pond**

Remit Number K1718 3.2

Owner AC1

Status UNDER ACTION

Complete Date

Confidential

Resolution The Assets and Capital Manager (Utilities) provided an update report on the Highfields Stormwater Pond noting that:

- The draft ground water monitoring report had been received and this had indicated that the water level in the pond could be raised, initially on a trial basis for recreational purposes.
- Calculations were to be undertaken to confirm that with a raised water level the pond still undertook its required function as a stilling basin to reduce silt into the Uretara.
- Indicatively Council was looking at including the funding of a trial raising of the water level in the 2019/20 Annual Plan.
- The trial would include changes to the outlet structure and further ground water and embankment monitoring along with resident monitoring of the pond condition, insect life and odor.

The ground water monitoring report and full analysis was expected for both the next Board agenda and the Operations and Monitoring Committee.

Actions

24 Jan 2019: The final report for the ground water monitoring has been received. Funding for the trial of raising the water level has been approved through the 2019/20 Annual Plan. Details and design for the trial is currently underway. A report will be prepared for the next Board meeting, which will outline risk and monitoring requirements for the trial.

KATIKATI COMMUNITY BOARD 21/11/2018

Remit Title	Katikati Rooding Programme 2018/19
Remit Number	K1718 5
Owner	RE2
Status	COMPLETE
Complete Date	23 January 2019
Confidential	
Resolution	<p>1. THAT the Rooding Engineer's report dated 13 September 2018 titled Katikati Community Rooding Programme 2018/19 be received.</p> <p>2. THAT the report lay on the table at this time subject to full discussion relating to the rooding costing designs and priorities.</p>
Actions	<p>23 Jan 2019: Priorities were reassessed and discussed at the Katikati Workshop dated 18 January 2019.</p> <ul style="list-style-type: none">• Henry Road - option to proceed• Moore Park - bus stop to proceed• Earls Drive - canvas the surrounding businesses including ITM for preferential option• Beach Road - to stand until further notice and discussion

KATIKATI COMMUNITY BOARD 21/11/2018

Remit Title	Kotahi Lane Car Park - Minutes Action Reference K15 18 2.8
Remit Number	K1718 7.2
Owner	RE2
Status	COMPLETE
Complete Date	23 January 2019
Confidential	
Resolution	<p>The Board received advice that Westlink had been approached to level, re-chip and compact the Kotahi Lane Carpark.</p> <p>In regard to altering the flow of traffic out of the access way, the Roading Engineer had been requested to investigate this suggestion and would consult with the current land/retail premise owners regarding the suggestion. Options for this suggestion would be further discussed with New Zealand Transport Agency in hand with future proposed town centre improvements, particularly in regard to the location of traffic lights.</p>
Actions	23 January 2019: This MAS has been completed as it is reported in MAS K1518 2.8.



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

Total operational costs are lower than budget, including conference expenses, contingency, mileage allowance, security and street decoration.

Grants and salaries are over budget year to date.

Grant payments made to date:

	\$
Katikati Memorial Hall – New Sound System	4,500
Katikati La Leche League	790
Total grants to date	\$5,290

Committed – Operational expenditure

	\$
Volunteers' Afternoon Tea	1,000
Total outstanding operational commitments	\$1,000

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)
Fund installation of 'The Bushman's Shanty' Storyboard [K15.2.5]	\$(468)
2018/19 Closing balance	\$67,858

Date
Subject

18 January 2019
Financial Report Katikati – December 2018


Open Session

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 NZTA Tourism Signage [K17.3.9]	\$(4,558)
2018/19 Closing balance after committed	\$48,300

Recommendation

THAT the Management Accountant's report dated 18 January 2019 and titled "Financial Report Katikati – December 2018" be received.


Christie Tromans
Management Accountant

Approved


Kumaren Perumal
Chief Financial Officer

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 December 2018**

Katikati Community Board

	Year to Date				Full Year	Last Year
	Actual \$	Budget \$	Variance (Unfav)/Fav \$		Budget \$	Actual \$
Direct Costs						
Additional Levels of Service	(155)	0	155	☑	0	0
Conference Expenses	0	800	800	☑	2,000	0
Contingency - [see breakdown below]	127	800	673	☑	2,000	513
Grants	5,290	3,200	(2,090)	⊕	8,000	7,904
Mileage Allowance	294	800	506	☑	2,000	1,067
Salaries	13,570	13,190	(380)	⊕	26,198	26,922
Security	1,934	2,448	514	☑	6,500	755
Street Decoration	0	1,800	1,800	☑	4,500	4,181
Inter Department Charges	19,584	19,584	0	☑	39,169	39,168
Total Operating Costs	40,644	42,622	1,978	☑	90,367	80,508
Interest Expense	0	0	0	☑	0	(7,040)
Total Direct Costs	40,644	42,622	1,978	☑	90,367	73,469
Total Costs	40,644	42,622	1,978	☑	90,367	73,469
Income						
Rate Income	46,296	45,186	1,110	☑	90,367	88,808
Total Direct Income	46,296	45,186	1,110	☑	90,367	88,808
Net Cost of Service	5,652	2,564	3,088	☑	0	15,339
	(155)	0	155		0	0
Contingency - breakdown						
Advertisement for grant applications	127					
Year to date contingency costs	127					
Community Board Reserves						
Opening Balance - Surplus (Deficit)	126,207					
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)					
Installation of 'The Bushman's Shanty' Storyboard [K15.2.5]	(468)					
(Decrease) Increase in year	(58,349)					
Closing Balance - Surplus (Deficit)	67,858					
Town Centre Development Reserves						
Opening Balance - Surplus (Deficit)	256,644					
(Decrease) Increase in year	0					
Closing Balance - Surplus (Deficit)	256,644					

**Western Bay of Plenty District Council
Formal Meeting Schedule 2019**

JANUARY 2019			
Meeting	Date	Time	Venue
Anniversary Day - 28 January			
FEBRUARY 2019			
Meeting	Date	Time	Venue
Waitangi Day - 6 February			
Council	7 February	9.30am	Chambers
Waihi Beach Community Board	11 February	6.30pm	Waihi Beach Community Board
Omokoroa Community Board	12 February	7.00pm	Omokoroa Community Church
Katikati Community Board	13 February	7.00pm	The Centre. Pātuki Manawa
Community Committee	14 February	9.30am / 10.00am	The Gallery Te Puna Quarry Park 108 Te Puna Quarry Road
Maketu Community Board	19 February	7.00pm	Maketu Community Centre
Policy Committee	21 February	9.30am	Chambers
Te Puke Community Board	21 February	7.00pm	Te Puke Library and Service Centre
Joint Road Safety Committee	26 February	10.00am	Chambers
Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee	27 February	TBC	Chambers
Operations and Monitoring Committee	28 February	9.30am	Chambers
Rural Committee	28 February	3.00 pm	Chambers
MARCH 2019			
Meeting	Date	Time	Venue
Regulatory Hearings Committee (if required)	5 March	9.30am	Chambers
Regulatory Hearings Committee (if required)	6 March	9.30am	Chambers
Council	7 March	9.30am	Chambers
Policy Committee	12 March	9.30am	Chambers
Waihi Beach Community Board	25 March	6.30pm	Waihi Beach Community Board

Omokoroa Community Board	26 March	7.00pm	Omokoroa Community Church
Katikati Community Board	27 March	7.00pm	The Centre. Pātuki Manawa
Community Committee	28 March	9.30am / 10.00am	TBC