



MEETING — AGENDA —

Ngā Take

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Western Bay of Plenty
District Council

KATIKATI COMMUNITY BOARD

Poari Hapori

K19
Wednesday, 27 March 2019
The Centre. Pātuki Manawa
7.00pm

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

Notice of Meeting No K19 Te Karere

Katikati Community Board Poari Hapori

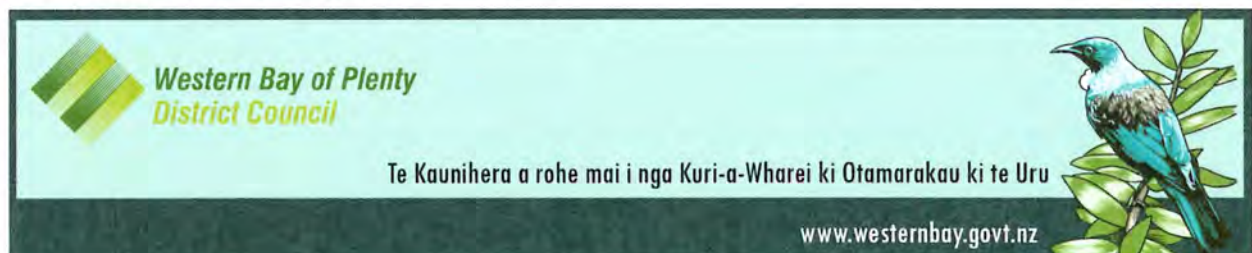
Wednesday, 27 March 2019
The Centre. Pātuki Manawa
7.00pm

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



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. K19

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.

K19.1

Presentation:

**Bay of Plenty Regional Council
- Uretara Stream Water Quality Update**

K19.2

Minutes of Meeting No. K18 of the Katikati Community Board held on 13 February 2019

6-15

A copy of the minutes are attached.

Recommendation

THAT the minutes of meeting no. K18 of the Katikati Community Board held on 13 February 2019 as circulated with the agenda, be confirmed as a true and accurate record.

K19.3	<p>Decision Report from Recommendation to the Operations and Monitoring Committee – Uretara Stream restoration March 2019</p> <p>Attached is a report from the Democracy Advisor dated 11 March 2019.</p>	16-17
K19.4	<p>Decision Report from the Long Term and Annual Plan Committee – Draft 2019 – 2020 Annual Operating Budget</p> <p>Attached is a report from the Democracy Advisor dated 13 March 2019.</p>	18-19
K19.5	<p>Update to Community Board on Upcoming Consultation</p> <p>Attached is memorandum from the Policy and Planning Manager dated 13 March 2019.</p>	20-21
K19.6	<p>Chairperson’s Report</p> <p>Attached is a report from the Chairperson dated 4 March 2019.</p>	22-28
K19.7	<p>Councillor’s Report</p> <p>Attached is a report from Councillor Williams dated 11 March 2019.</p>	29
K19.8	<p>Infrastructure Services report Katikati – March 2019</p> <p>Attached is a report from the Deputy Chief Executive Officer dated 14 March 2019.</p>	30-72
K19.9	<p>Financial Report Katikati – February 2019</p> <p>Attached is a report from the Management Accountant dated 11 March 2019.</p>	73-75
K19.10	<p>Council, Standing Committee and Community Board Meetings</p> <p>Attached is a schedule of meetings for the months of April and May 2019.</p> <p>Recommendation</p>	76

THAT the schedule of meetings for April and May 2019 be received.

Western Bay of Plenty District Council

**Minutes of Meeting No. K18 of the
Katikati Community Board held on 13 February 2019
in The Centre. Pātuki Manawa
commencing at 7.00pm**

Present

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

In Attendance

R Davie (Group Manager Policy Planning and Regulatory Services), K Elder (Governance Manager), P Watson (Reserves and Facilities Manager), A Hall (Roading Engineer West) and A Alty (Democracy Advisor)

Apologies

An apology for absence was received from Councillor Mackay.

Resolved: Members Hobbs / Mayo

THAT the apology for absence from Councillor Mackay be accepted.

Others

24 members of the public

Public Forum

Resolved: Member Hobbs / Councillor Williams

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 speakers and any other attending members of the public to take part in the Public Forum.

Yeoman Walkway/Cycleway

Jack Ripley made a verbal presentation to the Board outlining his concern about a proposed concrete Walkway/Cycleway as signalled in the Katikati/Wahi Beach Ward Reserve Management Plan Review. He advised that in his opinion the construction of a 2.5m wide concrete walkway/cycleway along the edge of the Uretara estuary appeared completely unnecessary and a waste of money.

He advised that there was a petition with 400 signatures opposing the proposal to construct a concrete walkway/cycleway. Mr Ripley recommended that the Board support the proposal to decline the concrete walkway/cycleway project.

Barbara Blackburn made a verbal presentation to the Board outlining her concern about the construction of a concrete section of the walkway/cycleway on the Yeoman Walkway. She acknowledged that in the winter some parts of the walkway/cycleway became muddy and could be slippery however money would be better spent providing drainage for these areas rather than putting in a solid structure. The steep gravel incline between Francis Drive Esplanade and Park Road Reserve was very dangerous and extremely slippery. This part of the track should be widened and concreted .

Barbara Blackburn did not want to see a concrete walkway/cycleway as identified on the section of the Yeoman Walkway to Park Road Reserve.

Raewyn Blair spoke to the Board as a resident from Athenree who identified Katikati as her town. She enjoyed the various walkways in Katikati and appreciated the environmental beauty and natural benefits of those walkways. She stated that now was the time that we should be taking care of our natural habitat that can be used by many people from all different ages and stages of health. It would be a shame to destroy a beautiful natural pathway with a concrete structure.

Pollution of Uretara Stream

Jim Davison expressed his concern relating to the reported high avian E.coli levels reported to be in the Uretara Stream. It was unacceptable that people could not readily use the safe swimming spots during the current hot summer season.

He had spoken to the Bay of Plenty Regional Council who advised that they were responsible for monitoring rivers and safe swimming areas within the Western Bay of Plenty district and regularly undertook recordings of E.coli, algae and nutrient levels but they did not suggest any solution to the pollution problem.

Mr Davison felt that the Bay of Plenty Regional Council should be informing the public of the pollution and what may be done about it.

Use of the Public Meeting Facilities

As the Chairperson of the Katikati Memorial Hall Committee Mr Davison emphasised that venues like the Katikati Memorial Hall were totally reliant on community groups using the hall for the general upkeep and maintenance of the facility.

Highfields Pond

Mr Davison advised that he had undertaken a survey seeking supporters of the proposed improvements to the Highfields Pond. He had in excess of 200 signatures in support of the proposed Highfields Pond improvements to-date.

Resolved: Members Hobbs / Gibbs

THAT the meeting be re-convened in formal session at 7.23 pm

K18.1 **Presentations**K18.1.1 **Proposed New Entrance to the Katikati Memorial Hall**

James Davison, Chairperson of the Katikati Memorial Hall, gave a presentation on the proposed new entrance to the Katikati Memorial Hall. He advised that he had been in consultation with the Council Strategic Property Manager in regard to the proposed alterations to the Katikati Memorial Hall entranceway.

Board members extended congratulations to Mr Davison on the work he had undertaken to expedite the renovations required that would enhance the back of the hall and ultimately form part of the future market square, with a flow-on effect to the new Katikati Library.

Resolved: Members Mayo / Gibbs

THAT the presentation from James Davison on the proposed new entrance to the Katikati Memorial Hall be received.

K18.2 **Minutes of Meeting No. K17 of the Katikati Community Board held on 21 November 2018.**

The Board considered the minutes of meeting K17 of the Katikati Community Board held on 21 November 2019 as circulated with the agenda.

Resolved: Members Hobbs / Warren

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 **Chairperson's Report**

The Board considered a report from the Chairperson dated 21 January 2019 as circulated with the agenda.

K18.3.1 **Yeoman Walkway to Park Road Reserve - Walkway/Cycleway Status Update**

The Board received a status report on the proposed walkway/cycleway from Yeoman Walkway to Park Road Reserve dated 22 January 2019. The Board had earlier heard specific concerns in the public forum section of the meeting about the section of the walkway/cycleway between the Yeoman Walkway and Park Road Reserve to concrete a specific wet section, of the walkway/cycleway.

The Chairperson clarified that at this point Council had commissioned a scoping/feasibility report to identify work required to form the walkway/cycleway. This would include environmental considerations, consent requirements, assessment of construction material and methodology and an estimate of costs for the project, including the options of concrete or gravel surfacing.

The Council had a process to work through to determine whether specific walkway/cycleway areas for development were feasible and, if so further consultation should be undertaken with adjoining residents and other interested parties.

K18.3.2 **Rugby Ball Structure and Story Board at Moore Park**

The Chairperson advised that Council records stated that the rugby ball structure and story boards at Moore Park were the responsibility of the Katikati Rugby Club. There were originally erected in Diggelman Park as part of a promotion for the Rugby World Cup held in New Zealand in 2011. The rugby ball and story boards were later moved to Moore Park under the management of the Katikati Rugby Club, with Council undertaking the mowing of the surrounds of the structures. It had been brought to the Board's attention that both the ball and the story boards needed to be refurbished.

Katikati resident Andy Earle had located the original story board images and he was willing to work with both the Katikati Rugby Club and Open Air Art in the restoration of the story boards.

The Katikati Community Board felt that this was a project that should be jointly undertaken by the Katikati Rugby Club and Open Air Art.

K18.3.3 **Acknowledgment of Volunteers**

The Chairperson advised that Katch Katikati had agreed to organize an afternoon event acknowledging and celebrating Katikati community volunteers on Tuesday 5 March 2019 between 3.30 and 5.00pm at Pātuki Manawa.

K18.3.4 Katikati Community Response Team - Request for Storage Cupboards

The Board was advised that Council's Strategic Property Management Team would organize 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). The Board asked that Eris Boyak from the Community Response Team contact the Strategic Property Manager with the measurement of the storage cupboards.

Resolved: Members Hobbs / Gibbs

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 Patuki Manawa, funded from the Katikati Community Board Contingency Account.

K18.3.5 Improvements to the Footpath in Katikati Town Centre

The Board was 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 State Highway 2 interim works programme. At this stage the timing of the NZTA decision on the interim works package and value was unknown.

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 was 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 Deputy Chief Executive Officer had requested an assessment of the standard of maintenance of the footpath and compliance with agreed levels of service.

Resolved: Councillor Williams / Member Mayo

THAT the Katikati Community Board invite representatives of NZTA to the next Katikati Community Board meeting to be held on Wednesday 27 March 2019, to report on the proposed improvements to State Highway 2 and subsequent improvements to the State Highway through the Katikati main street 50km zone.

K18.3.6 Uretara Stream Restoration - The Weed War

The Chairperson provided a summary report outlining concerns relating to the poor state of water quality and weed infestation of the Uretara Stream in close proximity to the Town Centre and along the Haiku Walkway.

The Chairperson introduced Kate Loman-Smith and Andrew Jenks who gave a presentation to the Board titled Goals of the Uretara Stream Bank Restoration. The presentation covered:

- Planting of native plants to replace weed species
- Development of a range of ecosystem services
- Ongoing stream bank erosion minimization
- Improvement to the aquatic and terrestrial biodiversity of the area
- Overall beautification of the area.

The presenters spoke of the value of a partnership management process involving local environmental management groups, community volunteers and local Council staff. A stream restoration plan developed with the Uretara Estuary Managers and Haiku Focus groups outlined:

- The current state of the stream
- Objective of a staged improvement project
- Budget (including cost share with funding partners)
- Project timelines outlining work to be undertaken by contractors and community volunteers over the next five years (2019 – 2024) including ongoing weed management.

The Board was advised that the Reserves and Facilities staff had met on site with community groups to assess the current state of the stream bank vegetation and discussed management options going forward. Once the scope of work had been determined staff would seek prices for the preparation of a management plan with input from the Katikati Haiku Pathway Focus Committee and the Uretara Estuary Managers group.

It was important to note that once the erosion protection works were completed 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 was scheduled to be planted in native vegetation during autumn/winter 2019.

Board members thanked Kate Loman-Smith and Andrew Jenks for their presentation.

Resolved: Member Gibbs / Councillor Williams

THAT the Katikati Community Board recommend to the Operations and Monitoring Committee that \$1,500.00 be committed for a Vegetation Management Strategy for the Uretara Stream for the stream route from Henry Road ford to the State Highway 2 Katikati Road bridge.

Resolved: Members Hobbs / Gibbs

THAT the Katikati Community Board Chairperson's Report dated 21 January 2019 be received.

K18.4 Councillor's Report

The Board considered a report from Councillor Mackay dated 29 January 2019 as circulated with the agenda. Councillor Williams spoke to the report in the absence of Councillor Mackay.

Resolved: Councillor Williams / Member Warren

THAT the report from Councillor Mackay and presented by Councillor Williams dated 29 January 2019 be received.

K18.5 Anzac Day Commemoration 2019

The Board considered a report from the Democracy Advisor dated 16 January 2019 as circulated with the agenda.

Resolved: Member Mayo / Councillor Williams

- 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 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 Katikati Community Board Members represent the Katikati Community Board at the ANZAC Day Service at Katikati on 25 April 2019.*

K18.6 Infrastructure Services Report Katikati - February 2019

The Board considered a report from the Deputy Chief Executive dated 25 January 2019 as circulated with the agenda.

K18.6.1 Earle Drive Rehabilitation Options

The Roading Engineer (West) spoke to various options that had been considered by the Board in conjunction with commercial property owners of Earle Drive. The Board had discussed the options at their workshop held on 18 January 2019 and considered the plans shown and Option 1 were the best plan to progress. The Board felt that the rehabilitation work should be funded through the district wide roading budget due to the fact that there had been no maintenance undertaken on Earle Drive for many years.

Board members thanked the Roading Engineer (West) for the work he had undertaken on this item.

K18.6.2 **Roading Projects Priority List**

The Board asked that the proposed footpath along Beach Road (1.5km length and 2.5m width and kerb and channel) to enhance pedestrian, cyclist and motorist safety – at a rough order of cost of \$367,000 be taken out of the Katikati Roothing Projects Priority list at this time. It was noted that this may be an item that a new community board may wish to pick up in the future.

The confirmed Roothing Projects Priority List would be:

- 1 Henry Road Footpath
- 2 Middlebrook Drive Bus Shelter
- 3 Earls Drive Loading and Parking review

Resolved: Councillor Williams / Member Mayo

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 of the report.*
3. *THAT the Roothing Projects Priority List as listed 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 – funded from the district wide roading account	Rough Order Cost: \$325,000

K18.6.3 **Operating Hours of Katikati Recycle Centre Opening Hours Trial**

The Board was advised that the Katikati Recycling Centre was operating under the proposed opening hours on Thursday afternoons. Ratification of the extended operating hours was undertaken at Council on 7 February 2019.

K18.6.4 **Future Waste Management**

The Board was advised that Council had been considering its approach to Waste Management in some detail over the past two years. At the Policy

Committee meeting on 13 December 2018, the preferred option was selected to progress towards public consultation. The preferred option sees Council take a leading role in the delivery of kerbside services for glass, recyclables, food waste (in urban areas) and general rubbish, through contracting out services. Council's identified preferred option includes:

- Pay-per-pick-up service for rubbish (weekly wheeled bin)
- Kerbside glass collection (fortnightly crate)
- Kerbside recyclables collection (cardboard/paper, cans and plastics 1 and 2) (fortnightly wheeled bin)
- Food waste collection in urban areas only (weekly- smaller bin).

The preferred option would also see Council look to establish recycling drop-off points in rural areas where a kerbside service would otherwise be unavailable. Council would also look to work with community groups and Tauranga City Council to establish a community-led construction and demolition waste recovery centre.

It was important that members of the community take the opportunity to give their views and input on any of the proposals and it was advised that the Have Your Say dates would be widely advertised through various media avenues.

K18.6.5 **Bird Walk Erosion**

The Reserves and Facilities Manager advised that he had spoken to Bay of Plenty Regional Council staff and a draft design of the proposed structure was under and would be provided to adjoining owners for comment as part of the required consent process.

The Board would like to see a timeframe for the works to be done as soon as possible before more of the track was lost to erosion.

K18.6.6 **Kotahi Lane - Removal of Cherry Trees**

The Board accepted the plan put forward to remove 17 Cherry Trees in Kotahi Lane to improve over car parking in the area.

The Board asked that commercial premises owners be advised of the pending removal of the trees and that an item be prepared by the Roading Engineer (West) for inclusion in the Katikati Advertiser about the removal of the cherry trees to expedite improvements to the Kotahi Lane car park.

Resolved: Members Hobbs / Mayo

THAT the Deputy Chief Executive report dated 25 January 2019 and titled Infrastructure Services Report Katikati – February 2019 be received.

K18.7 Financial Report Katikati - December 2018

The Board considered a report from the Management Accountant dated 18 January 2019 as circulated with the agenda.

Resolved: Members Gibbs / Mayo

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

K18.8 Council, Standing Committee and Community Board Meetings

The Board considered a schedule of meetings for the months of February and March 2019

Resolved: Member Hobbs / Councillor Williams

THAT the schedule of meetings for February and March 2019 be received.

The meeting concluded at 9.02 am

Confirmed as a true and correct record.

J Hobbs
Chairperson
Katikati Community Board

Date

K18

Western Bay of Plenty District Council

Katikati Community Board

Decision Report from the Recommendation to Operations and Monitoring Committee - Uretara Stream Restoration March 2019

Executive Summary

The following is a decision adopted by the Operations and Monitoring Committee based on the recommendation from the Katikati Community Board relating to the Uretara Stream Restoration.

The report is provided for information purposes only.

Remit from the Operations and Monitoring Committee – 28 February 2019

OP17.4 **Recommendatory Report from Katikati Community Board - Uretara Stream Restoration**

The Operations and Monitoring Committee considered a report from the Democracy Advisor dated 18 February 2019 as circulated with the agenda.

Resolved: Williams / Murray-Benge

- 1. THAT the Operations and Monitoring Committee approve the recommendation from the Katikati Community Board for funding of \$1,500.00 towards the cost of a Vegetation Management Strategy allocated from the Tauranga Harbour Esplanade Reserves Management Project budget.*
- 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.*

Date 11 March 2019

Open Session

Subject

Committee Decision Report from the Recommendation to the Operations and Monitoring Committee - Uretara Stream Restoration – K19 March 2019

Recommendation

THAT the report of the Democracy Advisor dated 11 March 2019 titled Decision Report from the Recommendation to Operations and Monitoring in regard to Uretara Stream Restoration – March 2019 be received.


Aileen Alty
Democracy Advisor

Western Bay of Plenty District Council

Katikati Community Board

Decision Report from Recommendation to the Long Term and Annual Plan Committee Draft 2019 - 2020 Annual Operating Budget

Executive Summary

The following is a decision adopted by the Long Term and Annual Plan Committee based on the recommendation from the Katikati Community Board.

The report is provided for information purposes only.

Remit from the Long Term and Annual Plan Committee – 12 March 2019

LTAP7.3 **Recommendatory Report from the Katikati Community Board -
Draft 2019/2020 Annual Operating Budget**

The Long Term and Annual Plan Committee considered a report from the Democracy Advisor dated 29 October 2018 as circulated with the agenda.

Resolved: Mackay / Lally

1. *THAT the Long Term and Annual Plan Committee adopt the Katikati Community Board Operating Budget for 2019/20 subject to consideration through decisions from the Long Term Plan 2018/28*

<i>Operating Costs</i>	<i>2020</i>	
<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>	

Date
Subject

13 March 2019

Decision Report from Recommendation to the Long Term and Annual Plan Committee
Draft 2019 - 2020 Annual Operating Budget Katikati Community Board K19 March
2019

Open Session

<i>Operating Costs</i>	<i>2020</i>	
<i>Salaries</i>	<i>Determined by Remuneration Authority</i>	
<i>Inter Department Charges</i>	<i>Determined by Overhead Cost Allocation</i>	
<i>TOTAL OPERATING COST</i>		

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.*

Recommendation

THAT the report of the Democracy Advisor dated 13 March 2019 titled Decision Report from Recommendation to the Long Term and Annual Plan Committee Draft 2019 - 2020 Annual Operating Budget be received.

Aileen Alty
Democracy Advisor

Memorandum

To:	Community Board Chairs and Members
Copy:	Elected Members, Management Team, Aileen Alty
From:	Emily Watton
Date:	13/03/2019
Subject	Update to Community Boards on upcoming consultation

Council has adopted a range of planning, bylaw and policy projects that will be released for consultation from 18 March to 18 April 2019. These are summarised below.

Project	What it's about
Proposal to introduce kerbside rubbish and recycling services	Council has been investigating its approach to rubbish and recycling over the last couple of years. The proposal will introduce the Council-contracted delivery of kerbside rubbish and recycling services to approximately 80 percent of the District, commencing in 2021.
Annual Plan 2019/20	Key topics for the Annual Plan include Council's approach to debt management, and changes to a number of targeted rates. A proposed policy enables optional early payment for capital costs of specific infrastructure projects.
Schedule of Fees and Charges	The proposed fees and charges for Council services in 2019/20 will be open for feedback.
Traffic and Parking Enforcement Bylaw review	A review of the parking restrictions, primarily in our main town centres
Trading in Public Places Bylaw review	A review of the rules and conditions that apply to mobile traders (such as coffee carts, roadside fruit and vegetable sellers, ice cream trucks etc.)
General Bylaw review	A review of the rules and requirements in relation to Animals (excluding dogs), Council's cemeteries, Nuisances, and Public Places.
Freedom Camping Bylaw	Proposals relating to changes to freedom camping restrictions at specific sites around the District.
Gambling policies	Council's Class 4 venues and TAB venues policies will be open for consultation. The policies propose a more restrictive approach than the operative policy.

Council has produced a Consultation Document, which provides the basis for conversation with our communities. This covers the kerbside waste proposal and the Annual Plan matters. See haveyoursay.westernbay.govt.nz for more information, including the consultation document. This site also has further information about the other projects that are out for consultation.

Submissions can be made online (through the above link), posted to Council or at the libraries and service centres across the District. Interested people can also request documentation to be posted to them.

During the consultation period, there will be seven place-based 'have your say' events run in the district. The following dates, times and venues are now confirmed:

- Omokoroa Settlers Hall – Sat 23 March – 9am-12pm
- Oropi Hall – Wed 27 March – 6.30pm-8pm
- Waihi Beach RSA – Sat 30 March – 9am-12pm
- Te Puna Quarry Park Gallery – Wed 3 April – 4pm-7pm
- Te Puke Memorial Hall – Sat 6 April – 9am-12pm
- Maketu Community Centre – Wed 10 April – 4pm-7pm
- Katikati Community Hub - Patuki Manawa – Sat 13 April – 9am-12pm

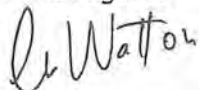
These events will act as both a drop in day (information sharing) and an opportunity to 'have your say' for the community. They replace formal hearings. Ward Councillors and Community Board members are encouraged to attend the events in their area, and may attend any other events as they wish.

Events will include a registration area and stations for the respective topics. Further information will be displayed and staff will be present to take notes on any discussion between the community and Councillors/Community Board Chairs about the proposals. This verbal feedback will also be considered through Council's decision making process about the proposals.

Community Boards may make a written submission during the consultation period, covering one or more of the projects being consulted on. **If Community Boards wish to make a verbal presentation, they are invited to do this at the event in Council Chambers on 15 or 16 April. Community Board Chairs can request a 15 minute timeslot by emailing haveyoursay@westernbay.govt.nz by 5 April 2019.**

There will also be a range of online and print media to promote the consultation period and upcoming events.

Kind regards



Emily Watton
Policy and Planning Manager

Western Bay of Plenty District Council

Katikati Community Board

Chairperson's Report – March 2019

1. Uretara Stream Water Quality

The Board will receive a presentation from a Bay of Plenty regional Council representative at the beginning of the meeting relating to the water quality of the Uretara Stream.

The Board would like to know what will be done to ensure contamination events do not occur in our streams and rivers next summer. It is unacceptable to our community to not be able to swim in our local waterways. If the contaminant avian e coli is the predominant cause of pollution to the Uretara stream (and other waterways), what is being done to control the bird populations?

Staff Comment:

Staff have advised the following in answer to a question - "How many birds are land owners allowed to keep on rural properties?"

Under our proposed Animals (excluding dogs) Bylaw, there is a limit of 12 poultry on residential properties but no limit on rural properties. However, there is a nuisance provision that applies generally, that requires animals not to be kept in any manner that is offensive. Note that this bylaw is one of the ones that are out for consultation alongside the Annual Plan (18 March – 18 April 2019).

Probably more relevant are the District Plan requirements. For the rural zone, "farming" is a permitted activity, which enables the keeping of up to 25 birds. More birds would be considered "intensive farming" and would require a resource consent.

If the increasing bird population (of introduced species) is a concern Council could work with Regional Council on population control, e.g. culling or relocation of specific birds identified. Increasing Canada geese populations have been identified in other centres. Actions would have to be supported through both Councils via pest management strategy or waterways and reserve management policies.

2. Highfields Stormwater Pond Conversion

The Community Board would like Council staff to work with Uretara Estuary Managers when assessing monitoring results for the pond conversion and planning

for the final pond design, so that ecological considerations will be equally weighted with hydrology and utilities considerations.

Staff Comment:

Council staff will work with the Uretara Estuary Managers when assessing monitoring results for the pond trial. The pond trial is not expected to begin until October 2019. Prior to this date staff will work to finalise the details of the trial and monitoring program.

3. Future Town Centre Development - What will happen with our Town?

The Community Board would like staff to coordinate and facilitate a Katikati Town Centre planning meeting inviting NZTA and representatives from Tanners Point, Tuapiro Point, Ongare Point, Kauri Point, the Uretara Estuary Managers and the Community Centre.

We are asking if we need to work with an Urban Design specialist to get a really intelligent outcome for the future of Katikati.

Staff Comment:

Some key points relating to the Katikati Town Centre Development:

- Each town received income from the all-district Town Centre Development rate for four years. Then it got rotated to another town for four years, and so on. Katikati's four year period ended in the 2016/17 year. Then it went to Omokoroa.
- In addition, Katikati decided some years ago to rate fund all the Katikati district \$20 per property EVERY year to top up their town centre development reserve fund
- As of today, the Katikati Town Centre Development Reserve sits at \$256,644.
- In terms of commitments, the LTP is showing capital work as part of the Katikati Town Centre Development work program in 2019 (\$150k), 2020 (\$306k with inflation) and 2023 (\$435k with inflation).
- The funding is provided to enable the purchase of land in the Town Centre, to facilitate the Town Centre plan, as and when opportunities for this arise.
- A review of the Katikati Town Centre plan is not programmed in the Long Term Plan.

4. Future Bypass Options

The Board would like to investigate all possible avenues of funding for a future Bypass that could include:

1. Provincial Growth Fund
2. Regional Development Fund
3. Council borrowing from Central Government
4. Rate Payer Funded across the district
5. 2 lanes vs 4 lanes

Staff Comment:

An update on this item is included in the Infrastructure Services Report and it is advised that there is no change since the previous update to the Board. Further announcements from the New Zealand Transport Agency are pending.

5. Carisbrooke Street

Residents have contacted me again regarding cars speeding down Carisbrooke Street and the danger to pedestrians, especially school children and older people on mobility scooters when crossing the street.

I have spoken with local police who will try to monitor more often but I would like information on the process to install a pedestrian crossing on a raised platform just north of Jocelyn Street to provide a safe place to cross. Local police support this measure.

Staff Comment:

The Roading Engineer West will provide advice on this item at the meeting.

6. Public Pay Shower in Katikati

Where could a user pays hot shower facility be located in Katikati? Perhaps the area on Major Street near the Uretara Domain which is also a freedom camping site and caravan dump stop. The kiwifruit season is upon us again and there are increasing numbers of working holiday kiwifruit workers requiring facilities. A pay shower is essential in Katikati and would be cost-neutral in the medium term and create income in the longer term.

Staff Comment:

This is not a level of service provided by Council at this time. The Community Board may take the opportunity to make a submission on this topic to the Recreation and Leisure Strategy Review that will be undertaken later in the year.

7. A & P Pavilion (Historic Building)

I attended the A & P show and was shown through the pavilion which was used as a café on the day of the annual A & P Show. I was surprised to see the state of disrepair of the building. Does Council own this building? What is the repairs and maintenance plan? The building is filthy dirty, with peeling paint and rotten wood. Why is the cricket barbeque and gear stored inside so that others users of the building have to work around it and climb over it? What can be done?

Staff Comment:

Staff will arrange for an assessment of the building to be undertaken and provide a report back to the Board.

8. Dave Gallagher Statue at Eden Park Auckland

The Community Board is aware of the possible closure of Eden Park and would like a letter written to the Eden Park Trust Board expressing interest in the Dave Gallagher statue. In the event the Park closes the Community Board would love to re-home the statue to Dave's birthplace in Katikati.

9. Rugby Ball Structure and Storyboard at Moore Park

At the last Board meeting the Board was advised that Andy Earle was willing to work with the Katikati Rugby Club and Open Air Art in the restoration of the story board that are next to the rugby ball structure on Moore Park.

Mr Earle has advised the following information and provided two replacement images (Attachment A).

The cost of them is: \$490 + GST per each

A clear plastic covering is required to cover both signs.

The cost of these protective coverings is: \$50 + GST per each...

It is imperative to cover any new signage with these clear protectant coverings, so any tagging will be easier to remove.

The delivery was \$195 each and the installation was another \$45 each. + GST. Mr Earle has advised that he would pick the images up and install them. This amounts to a saving of approximately \$560.00

The Katikati Rugby Club is ok to pay for one sign. They are about to amalgamate with a few other local clubs and are soon to be upgraded and modernised. A large amount of the local population is involved with the club. It has a large amount of visual attraction, with top quality advertising, and an awesome mural on the entrance to the club.

10. Annual Plan / Long Term Plan – Have Your Say

The Have Your Say community consultation event will be held at Katikati on Saturday 13 April 2019 at the Katikati Community Hub Pātuki Manawa from 9am to 12 pm.

Recommendation

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

Jenny Hobbs
Chairperson
Katikati Community Board



ATA K

Hydroelectricity



ATT. 10/11/12

Western Bay of Plenty District Council

Katikati Community Board

Councillors Report – March 2019

Councillor Williams will speak to the following items:

Annual Plan / Long Term Plan – Have Your Say Submission period 18 March to 18 April 2019

The Have Your Say community consultation event will be held at Katikati on Saturday 13 April 2019 at the Katikati Community Hub – Pātuki Manawa from 9am to 12 pm.

There will also be the opportunity to attend the Have Your Say events held at Barks Corner on Monday 15 April and Tuesday 16 April from 9.30am to 5pm.

BOPLASS Half Yearly Report to Shareholder 2018 – 2019 and Draft Statement of Intent 2019 – 2022

At the Council meeting held on 7 March, the BOPLASS Half Yearly Report to Shareholders 2019-2019 and the Draft Statement of Intent 2019 – 2022 were received.

Localism

Street Lighting LED

Cycleway – 85% Outside funding

Rates Rebate Cap

At the Council meeting held on 7 March 2019, Mayor Webber advised that local government was lobbying central government to change the current rate rebate threshold of [up to] \$630.00 per household to reflect the current household income. The lobbied change may result in a rate rebate threshold increase [up to] \$918.00 reflecting an average household income of \$38,000.

Walkway / Cycleway – Yeoman Petition

Highfields Pond Petition Received

Uretara Stream Restoration

Mike Williams
Councillor
Katikati Community Board

Western Bay of Plenty District Council

Katikati Community Board

Infrastructure Services Report Katikati March 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 14 March 2019 and titled Infrastructure Services Report Katikati March 2019 be received.***



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.

The Treatment Plant construction is complete and is currently receiving waste from the connected tanks and is performing well. Only two properties are still required to be connected to the scheme. These properties have existing septic tanks that are being retrofitted to enable them to connect directly into the new scheme. The project is expected to be completed by the end of March.

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 at the Operations & Monitoring Committee on 11 April 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, in addition to a replacement of a short section of cross country water main between Lund Road and Hot Springs Road. Work has just started at Lund Road with the Waihi Beach section due mid March for completion in April 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 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 undergoing in-depth engineering assessment by technical consultants.

The in depth engineering 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 help determine the best method. Stage 1 is complete and was reported to the working group on the 22 January 2019. The engineering team is now looking at developing concept designs for the different disposal methods. These will be presented to the working group in May.

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 changes to the outlet structure and further ground water and embankment monitoring along with resident monitoring of pond condition, insect life and odour. A report was presented to the Operations and Monitoring Committee on 28 February 2019, outlining various pond levels for the trial and the risk. The Committee agreed to raise the pond level to a reduced level of 2.55 for the trial. This level can be achieved with minor modifications to the outlet structure.

The report to the Operations & Monitoring Committee on 28 February 2019, including the engineering assessment is attached for information. **Attachments B & C**

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 landslip / road reinstatement access. This delay will extend into to 2019/2020.

2.2 Kauri Point Slip Repairs - Status Update

The design has been broadened to improve storm water control, which currently discharges in an uncontrolled manner in several locations near the slip zone. Work on the Assessment of Environmental Effects (AEE) i.e. part of a Resource Consent is underway.

Progress to Date

- Concept design geotechnical and slope stability modelling completed
- Concept design presented to WBOPDC and agreed.
- Initial resource consent requirements scoping completed
- Commenced preparation of Assessment of Environmental Effects (AEE)

Planned Works for March

- Additional investigation and design for stormwater management of the full Kauri Point reserve area
- Prepare consent issue drawing set
- Prepare Assessment of Environmental Effects
- Iwi consultation to commence
- Engage Archaeologist to prepare Archaeological Authority

Programme

- Currently on programme
- Proposed consent lodgement date is 27 March 2019 (we will look to lodge earlier than this anticipating additional time required due to Iwi consultation)

Risks & Opportunities

- Risk of delays to consenting due to consultation requirements
- Risk of future landslips occurring elsewhere in the reserve and affecting the access road. Mitigation of this risk by expanding the stormwater management scope to include the full reserve area.

Concept Design Notes

Design includes a rock buttress with the replacement road constructed above the buttress in the same alignment as the previous road.

Stormwater scope to include full Kauri point reserve area to try and minimise uncontrolled flows down the steep slopes. WBOPDC to arrange for their maintenance contractor to confirm the size, type and discharge location of all the stormwater assets in the reserve in particular the discharge point of the catchpits along Kyber Pass.

Discussed diversion of the road swale drain (upstream from the landslip) into the farmland to the west (which is on council road reserve). Council confirmed this approach.

Discussed modification of the existing stormwater inlet sump on the road opposite the landslip. Tonkin & Taylor to include in design.

Also discussed installation of a culvert across Chelmsford Street to divert water from the grassed reserve area into the council road reserve to the west.

Landslip debris shifted during the earthworks to be shaped at the base of the rock buttress and hydro-seeded initially. Council will then plant with Pohutukawa.

2.3 Haiku Park to Henry Road Cycleway/Walkway

The information/ interpretation sign-board has been installed.

3.0 Strategic Property

3.1 Katikati Library

Staff have approved the design of the 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 Community Response Plan

A Community Response Plan covers how the community plans to self-activate and respond in the initial stages of a large scale emergency. If robust processes and systems are working well, the civil defence response will support what is already underway, not override the community response.

The Plan is developed by community champions and/or representatives of stakeholder organisations such as local schools, businesses, Neighbourhood Support, Lions, and Residents Associations and so on. Ownership of the Plan remains with the community, represented by the stakeholder group.

5.2 Waihi Beach

The Community Response team has an up to date Community Response Plan in place. Currently we are assisting the team to attract new team members, as some people have left the area.

5.3 Omokoroa

The Community Response Team is working on updating their community response plan and they are also looking for some new people to join their team, as some people left the team. We are waiting to hear back from the team about their progress.

5.4 Katikati

The Community Response Team has an up to date community response plan in place. Currently we are assisting the team to attract new team members, as some people have left the area, in addition to working with the Community Response Team to increase the public awareness of the team and the promotion of personal preparedness for an emergency.

6.0 Roading

6.1 Katikati Bypass Update & Katikati SH2 Interim Works

There has been no further change since the previous update – this is still pending further announcements from the New Zealand Transport Agency, we have not yet been advised of a date.

6.2 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. This improvement includes removing nine of the seventeen cherry trees within the northern 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.

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 eight cherry trees are considered to provide sufficient beatification to the retail and light industrial area of Kotahi Lane.

Staff are currently in consultation. Works are likely to be undertaken in late March to mid April, once consultation has been completed.

6.3 Henry Road

Henry Road Footpath option 3 (2.5 metre wide footpath with kerb and channel) has been approved by the Katikati Community Board. The Contractor has been requested to complete the works as agreed.

6.4 Beach Road

The Community Board have agreed that the Beach Road Footpath will not be considered for design or construction until further notice.

6.5 Middlebrook Drive Bus Shelter

The Community Board have requested a bus shelter be constructed on Middlebrook Drive to encourage people to use the park and ride bus service. This has now been resolved and discussions have commenced with the manufacturer.

6.6 Earl Drive Loading and Parking Restructure

Further to numerous discussions with the Community Board and Earl Drive businesses, a review of the parking and loading arrangement has been requested.

The three concept design options have been considered by the community board with Option 1 - Truck waiting bay on the northern side of Earl Drive being agreed and approved by the Community Board. The detailed design will be progressed and presented to the Community Board in the coming months.

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.

Katikati Community Board Rooding Current Account		Project Cost \$	NZTA Funding MIP LC/LR \$	Katikati Community Board \$	Status
Current Account Opening Balance 1 July 2018				328,919	
Allocation for 2018/19				158,945	
Subtotal				487,864	
Committed Projects (for 2018/19)					
Library Footpath and Plaza - Resolutions K18.9				150,000	Complete July 2018
Fairview Road – Kerb and Channel		96,000	40,000	56,000	Complete Sept 2018
Stewart Street Widening K617.7		175,000	140,488	34,512	Complete Nov 2018
Mulgan Street - Kerb and Channel		75,000	60,209	14,791	In Progress
Subtotal				255,303	
Less Developer Invoiced for Mulgan Street Works				30,000	
Subtotal				225,303	
Forecasted Current Account Closing Balance 30 June 2019				262,561	
Committed Projects (for 2018/19/20)					
	Priority				
Henry Road Footpath Option 2	1	135,000		135,000	2.5m footpath with kerb & channel
Middlebrook Drive Bus Shelter	2	25,000		25,000	
Earl Drive Parking Improvements (2018/19/20/21)	3	325,000		325,000	Parking footpath, kerb & channel
Total		485,000		485,000	

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
2	Middlebrook Drive Bus Shelter	Park and Ride Bus shelter, to be located in the boundary of Moore Park	Estimated cost: \$25,000
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
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

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 **4 March 2019: Staff have been in discussion with the adjoining owner, who has advised that they have no objection to the proposed bridge installation.**

With regards to timeframe, staff comments as follows:

- The flat rack bridge has been ordered
- The rock protection works to prevent scour by the tide has been scoped up and priced
- The Regional Council are assisting with the Resource Consent process (Note: Resource Consent is required as the site is in the Coastal Marine area)
- Work can commence once the Resource Consent has been granted by Bay of Plenty Regional Council
- It is difficult to provide a specific timeframe
- Staff are conscious of the Board's concerns around further erosion and risk to the walkway.

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 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>4 March 2019: Staff are preparing a report to Council to initiate the road stopping process.</p> <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>4 March 2019: The Lions Club have advised that they have secured the necessary funding. They have also undertaken consultation with adjoining property owners next to Diggelman Park where the outdoor gym equipment is being installed.</p> <p>An article will be placed in the Katikati Advertiser to promote the new equipment.</p> <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>4 March 2019: The Resource Consents for the earthworks are being updated with new information relating to cut and fill and final levels. The soils in the new area recently purchased are being analysed for any contaminants. This is a requirement for the Resource Consent.</p> <p>Staff are liaising with the clubs over their proposed building they wish to establish where the old tunnel houses were located.</p> <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>

Resource Consent application are being prepared for the earthworks.

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.

Council has tendered the Professional Services Contract, which has been let to Tiaki Engineering Services Ltd.

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

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

1 March 2019: The carpark has been rolled. The trees are scheduled to be felled.

Consultation with the Katikati community regarding tree removal will be via a newspaper article and the published Katikati Community Board minutes.

A door knocking exercise will take place for adjacent businesses, this is expected to take place by mid-April 2019.

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 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	<p>The Assets and Capital Manager (Utilities) provided an update report on the Highfields Stormwater Pond noting that:</p> <ul style="list-style-type: none"> • 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. <p>The ground water monitoring report and full analysis was expected for both the next Board agenda and the Operations and Monitoring Committee.</p>
Actions	<p>5 March 2019 At the Operations and Monitoring Committee Council received a petition from the Katikati community in support of the conversion of the pond. The final ground water monitoring report was presented to the Operations and Monitoring Committee at the same meeting. The report will be presented to the Katikati Community Board at the workshop on 24 March 2019.</p> <p>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.</p>

KATIKATI COMMUNITY BOARD 13/02/2019

Remit Title	Yeoman Walkway to Park Road Reserve - Walkway/Cycleway Status Update
Remit Number	K1819 3.1
Owner	RFM
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	<p>The Board received a status report on the proposed walkway/cycleway from Yeoman Walkway to Park Road Reserve dated 22 January 2019. The Board had earlier heard specific concerns in the public forum section of the meeting about the section of the walkway/cycleway between the Yeoman Walkway and Park Road Reserve to concrete a specific wet section, of the walkway/cycleway.</p> <p>The Chairperson clarified that at this point Council had commissioned a scoping/feasibility report to identify work required to form the walkway/cycleway. This would include environmental considerations, consent requirements, assessment of construction material and methodology and an estimate of costs for the project, including the options of concrete or gravel surfacing.</p> <p>The Council had a process to work through to determine whether specific walkway/cycleway areas for development were feasible and, if so further consultation should be undertaken with adjoining residents and other interested parties.</p>
Actions	<p>4 March 2019: The petition received from a resident was presented to the Operations & Monitoring Committee on 28 February 2019.</p> <p>The Committee will be considering the scoping and feasibility report at its next meeting on 11 April 2019.</p> <p>The Committee will provide direction on the next steps in the process.</p>

KATIKATI COMMUNITY BOARD 13/02/2019

Remit Title **Rugby Ball Structure and Story Board at Moore Park**

Remit Number K1819 3.2

Owner RFM

Status UNDER ACTION

Complete Date

Confidential

Resolution The Chairperson advised that Council records stated that the rugby ball structure and story boards at Moore Park were the responsibility of the Katikati Rugby Club. There were originally erected in Diggleman Park as part of a promotion for the Rugby World Cup held in New Zealand in 2011. The rugby ball and story boards were later moved to Moore Park under the management of the Katikati Rugby Club, with Council undertaking the mowing of the surrounds of the structures. It had been brought to the Board's attention that both the ball and the story boards needed to be refurbished.

Katikati resident Andy Earle had located the original story board images and he was willing to work with both the Katikati Rugby Club and Open Air Art in the restoration of the story boards.

The Katikati Community Board felt that this was a project that should be jointly undertaken by the Katikati Rugby Club and Open Air Art.

Actions

4 March 2019: The Community Board Chair is co-ordinating a meeting amongst the relevant parties to discuss the refurbishment of the rugby ball and surrounds

KATIKATI COMMUNITY BOARD 13/02/2019

Remit Title	Improvements to the Footpath in Katikati Town Centre SH2
Remit Number	K1819 3.5
Owner	GM1
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	THAT the Katikati Community Board invite representatives of NZTA to the next Katikati Community Board meeting to be held on Wednesday 27 March 2019, to report on the proposed improvements to State Highway 2 and subsequent improvements to the State Highway through the Katikati main street 50km zone.
Actions	<p>4 March 2019: Alister McCaw of SafeRoads has been invited to attend the Katikati Community Board meeting on 27 March 2019.</p> <p>Unfortunately Mr McCaw is not able to attend the Board meeting.</p> <p>NZTA currently has no funding allocated for the Katikati interim works.</p>

KATIKATI COMMUNITY BOARD 13/02/2019

Remit Title **Earle Drive Rehabilitation Options**

Remit Number K1819 6.1

Owner RE2

Status UNDER ACTION

Complete Date

Confidential

Resolution The Roading Engineer (West) spoke to various options that had been considered by the Board in conjunction with commercial property owners of Earle Drive. The Board had discussed the options at their workshop held on 18 January 2019 and considered the plans shown and Option 1 were the best plan to progress. The Board felt that the rehabilitation work should be funded through the district wide roading budget due to the fact that there had been no maintenance undertaken on Earle Drive for many years.

Board members thanked the Roading Engineer (West) for the work he had undertaken on this item.

Actions **6 March 2019: The detailed design and costings have commenced.**

KATIKATI COMMUNITY BOARD 13/02/2019Remit Title **Roading Projects Priority List**

Remit Number K1819 6.2

Owner RE2

Status COMPLETE

Complete Date 6 March 2019

Confidential

Resolution THAT the Roothing Projects Priority List as listed be approved:

- 1 Henry Road Footpath
- 2 Middlebrook Drive Bus Shelter
- 3 Earls Drive Loading and Parking review

<i>Priority</i>	<i>Project</i>	<i>Comments</i>	<i>Costings</i>
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 – funded from the district wide roading account	Rough Order Cost: \$325,000

Actions **6 March 2019: Staff have noted the Board's comments.**

Western Bay of Plenty District Council
Operations & Monitoring Committee
Highfields Pond

Purpose

Council approved the funding of a trial (\$30,000 2019/2020, \$70,000 2020/2021 subject to Annual Plan approval) to convert the Highfields stormwater pond (located between Uretara Drive and the Uretara Stream in Katikati) from a semi-dry pond to a permanent wet pond during the 2019/20 annual plan workshop.

Staff engaged Tonkin and Taylor (T&T) to review the impact to the surrounding groundwater if the pond permanent water level was raised. The *study is complete and concluded that there is some risk of groundwater ingress to dwellings if the pond level is raised. ***ATTACHMENT C**

The pond conversion trial will begin in October 2019 with close monitoring of the groundwater to be undertaken throughout the trial.

Recommendation

- 1. THAT the Asset & Capital Manager's report dated 5 February 2019 and titled Highfields Pond be received.**
- 2. THAT the Committee note the recommendations within the Tonkin and Taylor Report dated 7 November 2018 – Highfields Groundwater Study Attachment A.**
- 3. THAT the Committee approve/disapprove the raising of the Highfields Pond water level to a Reduced Level (RL) of 2.55m for the first stage of the Highfields Pond trial.**
- 4. THAT the report relates to an issue that is considered to be of medium significance in terms of Council's Significance and Engagement Policy.**

Coral-Lee Ertel
Asset & Capital Manager



Approved

Gary Allis
Deputy Chief Executive

1. Background

The Highfields stormwater pond was constructed as part of the stormwater management for the Highfields subdivision in 2007 and later was vested in Council. The pond provides stormwater treatment and erosion mitigation prior to discharge to the Uretara Stream via two inlets and a floodgate.

The Highfields stormwater pond was initially designed as a detention (dry) pond however, this design was modified during construction and it resulted in a wetland-like environment with permanent shallow water, plant species and bird life.

In 2013 the Katikati Community Board requested the Highfields stormwater pond be converted to a permanent wet pond for recreational use. The pond conversion would enhance the aesthetics of the area as well as enable it to be utilised for recreational use such as model boats.

Monitoring of the surrounding groundwater has been undertaken to assess what impact, if any, raising the pond water level will have on the surrounding properties. This review was undertaken by T&T. A copy of the report is attached. The groundwater monitoring looked at two scenarios.

Scenario 1 – Raise pond level to 2.0m – T&T have recommended the pond level could likely be raised to 2.0 m RL without the potential for adverse effect from moisture ingress from elevated groundwater levels on buildings. This will result in a pond depth of 0.25m – 0.75m. This water depth will have no impact on the overall aesthetics of the pond and therefore will not meet the objectives of raising the water level.

Scenario 2 – Raise pond level to 2.55m RL. T&T have recommended based on the potential for adverse effects as a result of groundwater that the pond level is not raised to this level. This will result in a pond depth of 0.8 -1.3m. This will potentially improve the overall aesthetics of the pond however close monitoring of the groundwater will need to be undertaken to ensure risk to private property is managed.

2. Next Steps

The trial will begin in late October 2019 and will raise the water level to RL 2.55m as per scenario 2. Staff will continue to monitor the groundwater profiles over this time to verify information held within the T&T report.

Early in the 2020 Financial Year and prior to starting the trial, staff will undertake a final review of the pond design and assess any impacts raising the water level will have on;

- the geotech of the pond embankments,
- the stormwater function of the pond,
- water quality and treatment capacity of the pond
- the surrounding groundwater (based on a further 6mths of groundwater monitoring).

Throughout the trail groundwater will be closely monitored to ensure no impact on private property. The improvements to the aesthetics of the pond will be monitored by the community throughout the trail period.

The information contained in this report will be presented to the Katikati Community Board at the 27 March Community Board Meeting.

3. 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 medium significance because of there is a high level of community interest in the proposal. The adjoining land owners will be consulted prior to the trial commencing.

4. Engagement, Consultation and Communication

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication
Name of interested parties/groups	The adjoining land owners will be consulted prior to the trial commencing. Katikati Community Board
Tangata Whenua	N/A
General Public	Surrounding Landowners

5. Statutory Compliance

This report complies with Councils legislative requirements, bylaws and policies.



Job No: 1004614
07 November 2018

Western Bay of Plenty District Council
Private Bag 12803
Tauranga Mail Centre
Tauranga 3143

Attention: Coral-Lee Ertel

Dear Coral-Lee

Highfields Pond Groundwater Study

1 Introduction

Highfields Pond is a stormwater treatment pond constructed as part of the Highfields residential subdivision in Katikati to detain and treat stormwater from the roads and other impervious surfaces from the development prior to being discharged into the Uretara Stream. Tonkin & Taylor Ltd (T+T) was previously engaged by Western Bay of Plenty District Council (WBOPDC) to undertake a high-level feasibility study¹ for the Katikati Community Board's proposal to increase the depth of the stormwater detention pond to increase recreational and visual amenity. The previous report identified two options for modification of the existing stormwater pond: (1) raise the water level by amending the outlet structure and (2) increase the water depth by excavation of the base of the pond.

WBOPDC have engaged T+T to further investigate the viability of raising the water level of the pond by undertaking a study on the potential effects on local groundwater levels and whether there is the potential for changes to have an effect the houses on nearby Uretara Drive. This report summaries the study and its findings.

2 Background

2.1 Datum

All reduced levels are relative to Moturiki Vertical Datum (MVD-53).

2.2 Site description

Highfields Pond is located on Uretara Drive, a residential area in Katikati. The pond has a surface area of approximately 1.5 hectares and discharges to the Uretara Stream to the east (refer Figure 2.1). The pond is surrounded by grassed banks with public walkways on the northern and eastern bunds. Residential dwellings are located at the top of the bank to the west of the pond. The ground

¹ Tonkin & Taylor Ltd (2015), Highfields Subdivision Stormwater Pond Conversion – Feasibility Report, report prepared on behalf of Western Bay of Plenty District Council, June 2015.

levels and foundation levels for the 11 properties on the eastern side of the Uretara adjacent to the pond (15-35 Uretara Drive) are summarised in Table 2.1 below. These 11 properties could be potentially affected if groundwater levels are changed as a result of modifying Highfields Pond.



Figure 2.1: Site layout

Table 2.1: House foundation and ground levels

Address	Finished floor level (m RL) ¹	Approximate ground level (m RL) ²
15 Uretara Drive	3.9	3.7
17 Uretara Drive	4.0	3.8
19 Uretara Drive	Unknown	3.9
21 Uretara Drive	4.0	3.9
23 Uretara Drive	4.3	4.0
25 Uretara Drive	4.5	4.2
27 Uretara Drive	Unknown	4.3
29 Uretara Drive	4.50	4.4
31 Uretara Drive	5.19	4.8
33 Uretara Drive	5.25	4.8
35 Uretara Drive	Unknown	5.2

¹ Finished floor level provided by WBOPDC from building consents

² Ground level taken from BOPLASS LiDAR

2.3 Pond function

The Highfields pond was originally consented in March 2007 (Consent number 63674) with changes to the consent occurring in December 2012 when the northern extent of the pond was increased. It is understood that the original function of the pond was to provide detention and water quality treatment of runoff from the nearby subdivision. Survey of the pond undertaken by Stratum Consultants in March 2017 show that the pond invert level varies between 1.3 m RL and 1.7 m RL (refer Appendix A). As-built drawings prepared by Downey Survey Consultants Ltd after the modifications completed in December 2012 show that the pond drains via two manhole risers with scruffy domes located in the north-east corner of the pond (refer Figure 2.2). The rim of the northern manhole outlet (referred to as Manhole Riser 1) is set at 2.54 m RL while the rim of the southern manhole outlet is set at 2.55 m RL. The manhole risers are both fitted with three T-bar decants at various levels with the lowest set at 1.4 m RL. This controls the minimum water level and therefore the amount of “dead storage” in the pond. Comparing the survey of the pond undertaken in 2017 with recent aerial photographs seem to corroborate that the pond water level gets as low as 1.4-1.5 m RL. The outlet levels for the manhole risers are summarised in Table 2.2 below.

Table 2.2: Pond outlet levels

	Manhole riser 1	Manhole riser 2
Rim level (m RL)	2.54	2.55
Decant 1 level (m RL)	1.47	2.18
Decant 2 level (m RL)	1.47	1.79
Decant 3 level (m RL)	1.47	1.39

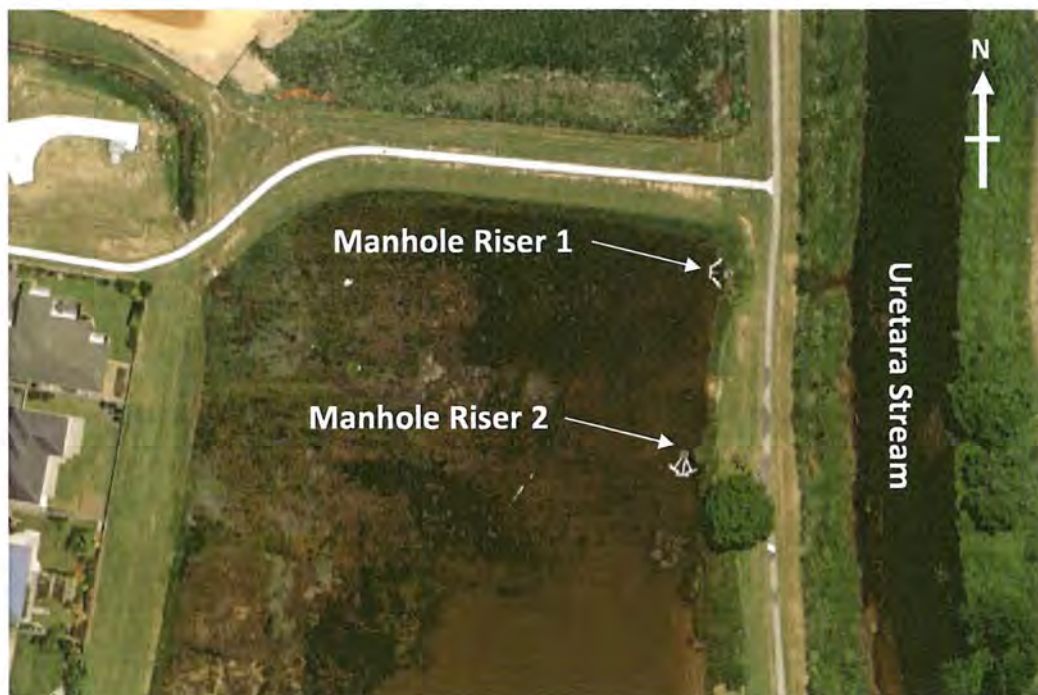


Figure 2.2: Pond outlet locations

3 Groundwater monitoring

3.1 Methodology

In order to assess potential effects of a change in pond water level, groundwater levels in the vicinity of Highfields pond were monitored in four different locations. Figure 3.1 below shows the selected monitoring locations which were identified in a desktop assessment and verified for accessibility and constructability with a site visit. The surveyed coordinates of the monitoring locations are included in Appendix B. At each location groundwater levels were monitored using level loggers in boreholes consisting of a perforated 32 mm PVC pipe sealed at ground level with a toby box and cement casing. Level loggers were set to record absolute pressure at 1 hour increments and a barometric pressure logger was placed in one of the toby boxes to allow for corrections to be made for changes in air pressure. Monitoring took place from December 2017 until October 2018 (10 months) with data downloads occurring every 3-4 months due to limits in the level logger's memory.



Figure 3.1: Groundwater monitoring locations

The raw pressure results were post-processed with the air pressure readings and surveyed ground levels to convert them to groundwater level timeseries. Statistical analysis was undertaken on the timeseries of groundwater level to determine the 5th percentile, median (50th percentile) and 95th percentile groundwater levels for each monitoring location over the period of monitoring. The results of this analysis is presented in Section 3.2.

3.2 Results

The timeseries of recorded groundwater at each of the four monitoring locations is shown in Figure 3.2 below. All four timeseries show coinciding peaks and receding limbs in response to rainfall events and the timeseries for P4 (the location next to the Uretara Stream) shows a tidal response. Other than the short term peaks in the records the groundwater level remained fairly constant at

each location with no overall upwards or downwards trend evident over the monitoring period. The timeseries are included in more detail in Appendix C.

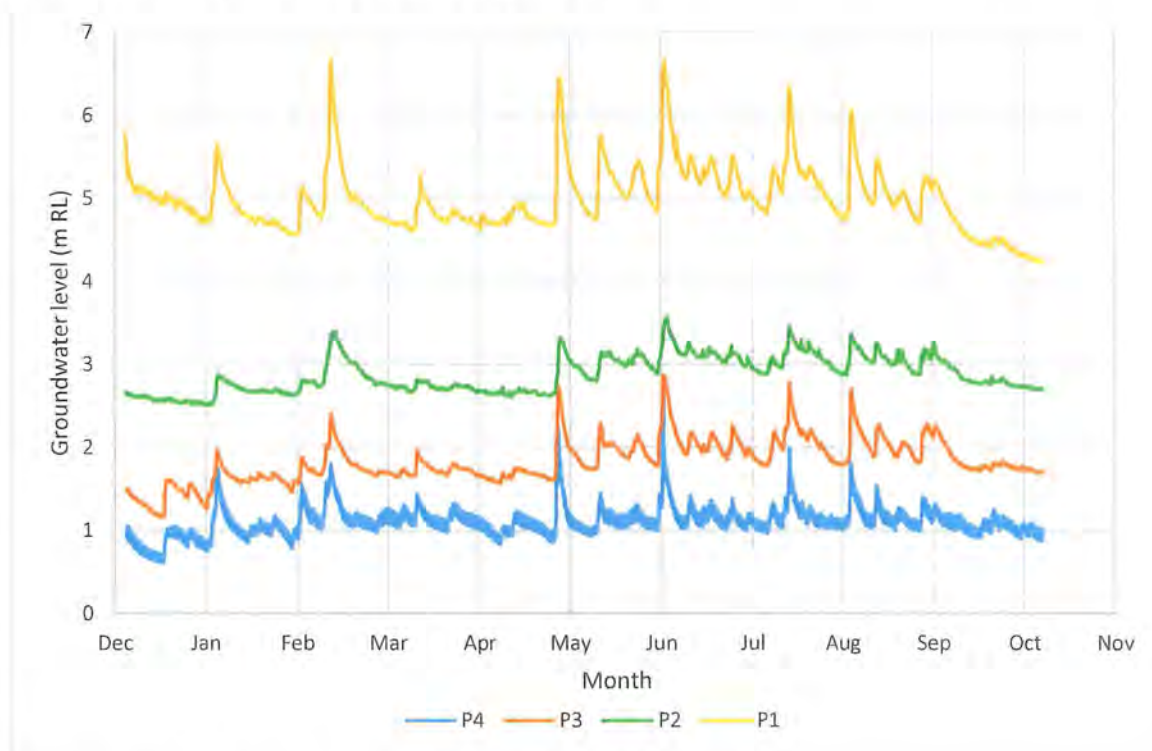


Figure 3.2: Groundwater level time series

A longsection showing the post-processed groundwater statistics in relation to ground level and pond levels is shown in Figure 3.3 below. This graph shows the 5th percentile, median (i.e. 50th percentile) and 95th percentile ground level at each monitoring location with a line of inferred groundwater profile drawn between each. The approximate location of the houses on the eastern side of Uretara Drive are also indicated. This longsection is taken along the dashed line shown in Figure 3.1 with ground level taken from BOPLASS LiDAR and pond bathymetry taken from the 2017 Stratum Survey. The longsection shows that the groundwater profile slopes to the east towards the Uretara Stream with a median depth to groundwater that varies between 1.3 and 1.8 m in the vicinity of the houses at the northern end Uretara Drive (based on the lowest ground level of 3.7 m RL). Taking the average of the median groundwater levels of P3 and P4, which are located on the upstream and downstream sides of the pond, gives a level of 1.45 m RL which corresponds well with the level of the lowest T-bar decants in the outlet manhole risers.

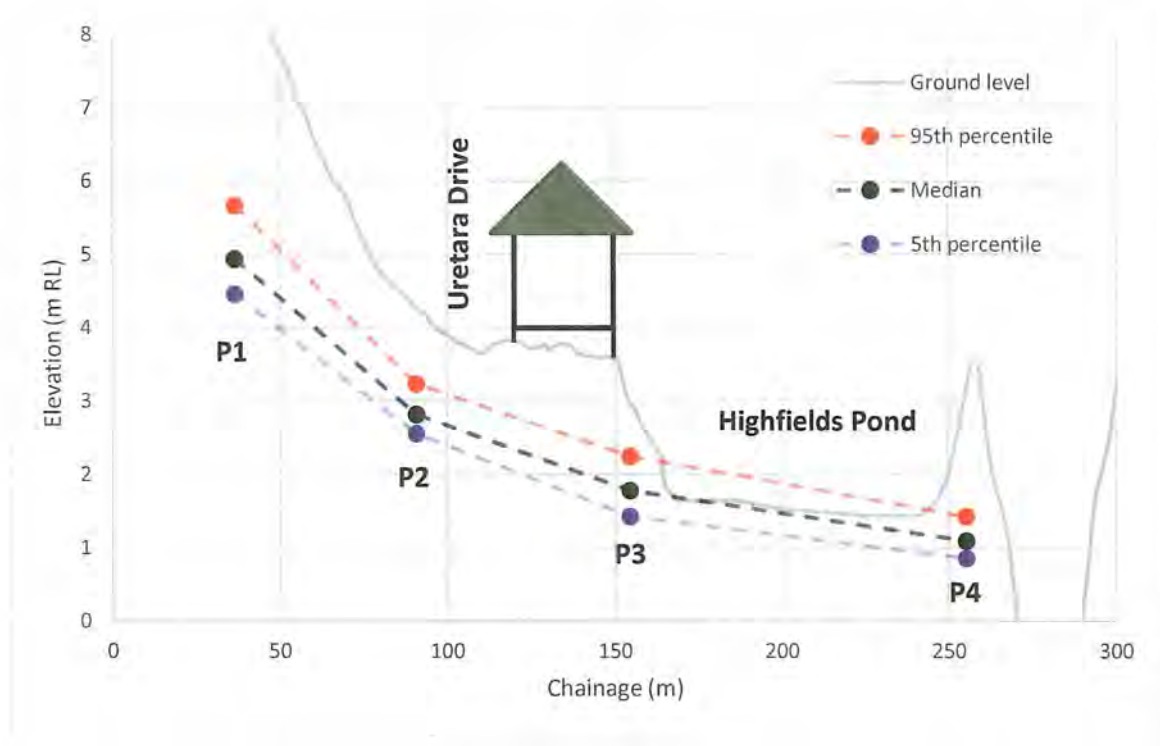


Figure 3.3: Long section of groundwater level

4 Assessment of potential effects of raising the pond level

It is understood that achieving a permanent water depth of approximately 1 metre has been identified as the desired outcome of modifying Highfields pond although no conceptual design has been undertaken that proposes what the permanent water level should be. Currently the existing permanent pond water level is approximately 1.45 m RL. Therefore to assess the potential effects of raising the permanent pond level two scenarios have been considered:

- Scenario 1 - raising the pond permanent water level to 2.0 m RL by reducing the height of the manhole riser and removing the T-bar decants; and
- Scenario 2 – raising the pond permanent water level to 2.55 m RL by removing the T-bar decants and leaving the manhole risers at their current level.

Although there is not much definitive evidence about what groundwater depth would pose a problem to the habitability of buildings, the NZ Ministry of Business, Innovation and Employment has stated that damp proof membranes (DPM) under concrete slabs may not be an effective vapour barrier when the water table is within 0.5 m below the DPM. This has been used as the metric in this study to assess potential effects of raised groundwater levels on nearby residential properties.²

4.1 Scenario 1 – Pond level raised to 2.0 m RL

Scenario 1 involves raising the pond permanent water level to 2.0 m RL resulting in a pond depth between 0.25 m and 0.75 m based on current bathymetry. This would likely be achieved by replacing the T-bar decants with a large sized orifice at 2 m RL in the manhole riser outlets. In the absence of a groundwater model with which to quantify effects of this change it has assumed that the effect of raising the water level in the pond would be a matching increase in the upstream groundwater profile to at least monitoring location P2. Therefore raising the water level from the current level of

² Ministry of Business, Innovation and Employment – NZ Building Code. Canterbury Rebuild – Updates and clarifications to the residential guidance (Issue 8 – February 2015).

approximately 1.45 m RL to 2.0 m RL is likely to result in an increase in groundwater profile of approximately 0.55 m. This is likely to reduce the median depth to groundwater below the houses at the northern end of Uretara Drive (i.e. the worst case) to 0.75-1.25 m below ground level. The 95th percentile groundwater level in the vicinity of the houses on Uretara Drive is also likely to increase however this will likely be to a lesser degree than the changes in median groundwater level. Under existing conditions the 95th percentile groundwater level was approximately 0.4 m higher than the median groundwater level. Therefore it isn't likely under this scenario that the 95th percentile groundwater depth would be less than 0.5 m below ground level.

4.2 Scenario 2 – Pond level raised to 2.55 m RL

Scenario 2 involves raising the pond permanent water level to 2.55 m RL resulting in a pond depth of 0.8 m and 1.3 m. 2.55 m is the rim level of the existing manhole riser outlets and would likely be achieved just by removing the T-bar decants from the risers. In the absence of a groundwater model with which to quantify effects of this change it has assumed that the effect of raising the water level in the pond would be a matching increase in the upstream groundwater profile to at least monitoring location P2. Therefore raising the water level from the current level of approximately 1.45 m RL to 2.55 m RL is likely to result in an increase in groundwater profile of approximately 1.1 m. This is likely to reduce the median depth to groundwater below the houses at the northern end of Uretara Drive (i.e. the worst case) to 0.2-0.7 m below ground level. At this level the slab on ground foundations above may start to be affected by moisture ingress. The 95th percentile groundwater level in the vicinity of the houses on Uretara Drive is also likely to increase however this will likely be to a lesser degree than the changes in median groundwater level. Under existing conditions the 95th percentile groundwater level was approximately 0.4 m higher than the median groundwater level. Even with less of a rise in the 95th percentile level than that assumed for the median groundwater level this could still potentially result in the groundwater level being near or at ground level for a couple of weeks a year.

5 Conclusions and recommendations

Groundwater monitoring has revealed that the current median groundwater profile is approximately 1.3-1.8 m below the existing houses to the northern end of Uretara Drive. Two scenarios for raising the water level in the Highfields Pond have been in considered with respect to potential effects on groundwater levels beneath the houses.

Scenario 1 involves raising the pond level to 2.0 m RL. This could potentially raise the groundwater profile by 0.55 m reducing the median depth to groundwater underneath the houses to 0.75-1.2 m below ground level. However the rise in the 95th percentile groundwater level is likely to be less prominent and therefore the 95th percentile depth is likely to be at least 0.5 m below ground level which would not be expected to have a noticeable effect on the buildings from moisture ingress as a result of elevated groundwater levels. This, combined with the fact that the ground level for the majority of the houses is higher than that considered in this analysis, means that the pond level could likely be raised to 2.0 m RL without the potential for adverse effect from moisture ingress from elevated groundwater levels on buildings.

Scenario 2 involves raising the pond level to 2.55 m RL. This could potentially raise the groundwater profile by 1.1 m reducing the median depth to groundwater underneath the houses to 0.2-0.7 m below ground level. Even with less of a rise in the 95th percentile level than that assumed for the median groundwater level this could still potentially result in the groundwater level being near or at ground level for a couple of weeks a year at the northern end of Uretara Drive. Therefore based on the potential for adverse effects as a result of groundwater rise we do not recommend that the pond level is raised to this level.

While this report is only focussed on the effects of raising the pond water level on local groundwater levels, it is noted there are a number of other effects that need to be given consideration in if WBOPDC wish to proceed with the proposal to modify Highfields Pond. These include:

- Stormwater management function - if increasing the pond permanent water level results in a reduction in live storage this may affect the detention function of the pond. Increased pond depth also has the potential to affect the water quality treatment function of the pond.
- Compliance with existing consent conditions – any proposed modifications to the wetland outlet structures will need to meet the conditions of the existing consent (Consent number 63674), specifically Condition 6 which states that “the maximum rate of discharge...shall not exceed 300 litres per second except where the design event of a 10-minute 2% AEP storm is exceeded”. Otherwise additional consenting work may need to be undertaken.
- Effect on the upstream stormwater network – raising the water level in the pond will potentially inundate the pipe network upstream of the pond and will result in a higher tailwater condition at the pond inlets. This will need to be considered as part of the design of any modifications.
- Public safety - deepening the pond potentially poses an increased health and safety risk as the pond is located in a public park and close to residential dwellings. Mitigation of this risk should be considered in any proposed pond modifications.
- Geotechnical considerations – it is not clear whether the bund on the eastern side of the pond was designed to withstand a permanent water pressure higher than what it is currently exposed to. This should be addressed before proceeding with pond modifications to prevent potential piping failures of the bund.

6 Limitations

The following limitations of this study have been noted:

- Groundwater levels in the vicinity of the pond have only been monitored for 10 months. This means the results obtained may not necessarily cover the entire range of likely groundwater levels that would be observable over the long term, especially for high water levels associated with storm events. However given the analysis is primarily based on median groundwater level we consider the amount of data used is appropriate to support the conclusions made in this case.
- Groundwater behaviour for the site has not been assessed with the use of a model. Therefore to make conclusions about potential effects some simple conservative assumptions have been made in terms of how the groundwater profile might respond to changes in pond water level.

7 Applicability

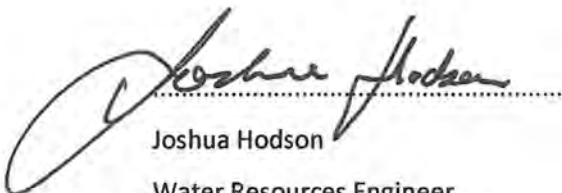
This report has been prepared for the exclusive use of our client Western Bay of Plenty District Council, with respect to the particular brief given to us and it may not be relied upon in other contexts or for any other purpose, or by any person other than our client, without our prior written agreement.

Tonkin & Taylor Ltd

Environmental and Engineering Consultants

Report prepared by:

Authorised for Tonkin & Taylor Ltd by:



Joshua Hodson
Water Resources Engineer



Peter Cochrane
Project Director

jtih
t:\tauranga\projects\1004614\issueddocuments\20181107 highfields pond groundwater study final\20181107 highfields pond groundwater study final.docx

Appendix A: Pond survey



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DRAWN	JT	DESIGNED	-
CHECKED	-	SURVEYED BY	JT/R
OFFICE OF ORIGIN - TE PUKE Ph 07 573 7717			
No.	Date	By	Description
A	27/03/17	JT	
B	-	-	
C	-	-	

- NOTESKEY:**
- LEVELS ARE IN TERMS OF AUCKLAND DATUM
 - CONTOUR INTERVAL = 0.1m
 - POND VOLUMES FOUND IN THE SUMMARY DOCUMENT SUPPLIED

- LEGEND:**
- Top of Pond banks
 - Maximum water level (0.3m freeboard applied)
 - Water level at time of survey (22/03/2017)

**WBOPDC
 URETARA DRIVE
 KATIKATI**

**TOPOGRAPHIC SURVEY
 OF STORMWATER POND**



SCALE	1:1000	ORIGINAL DWG. SIZE	A3
DRAWING No.		SHEET No.	ISSUE
415366-T-S-0001		01	A

65

Appendix B: Groundwater monitoring locations



DRAWN	SM	DESIGNED	-
CHECKED	-	SURVEYED BY	SM
OFFICE OF ORIGIN - TE PUKE Ph 07 673 7717			
No	Date	By	Issue/Revision
A	15.3.16	SM	ISSUED
B	-	-	-
C	-	-	-

NOTES/KEY:

1. GENERAL

1.1 Boundaries have been obtained from LINZ Data Service and have not been verified.

2. SURVEY

2.1 Survey date: 9/2/2016

2.2 Datum

2.2.1 Horizontal datum: Bay of Plenty 2000

2.2.2 Vertical datum: Moturiki 1953

2.2.3 Origin of levels is AP 424 (ABSL) RL = 3.70m (Converted from LINZ coordinates).

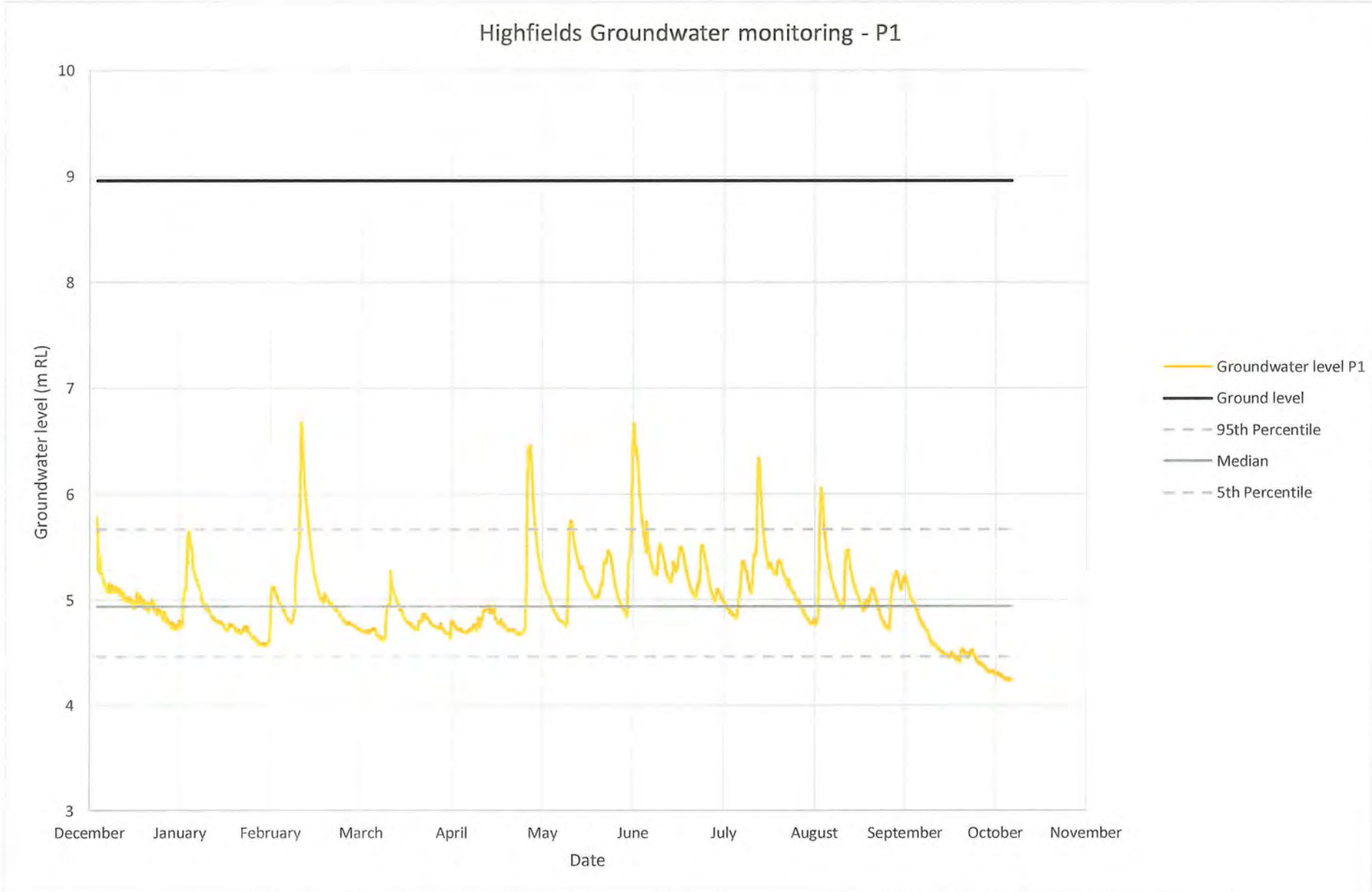
GEOTECHNICS
URETARA DRIVE
KATIKATI

MONITORING MARKS
SURVEY

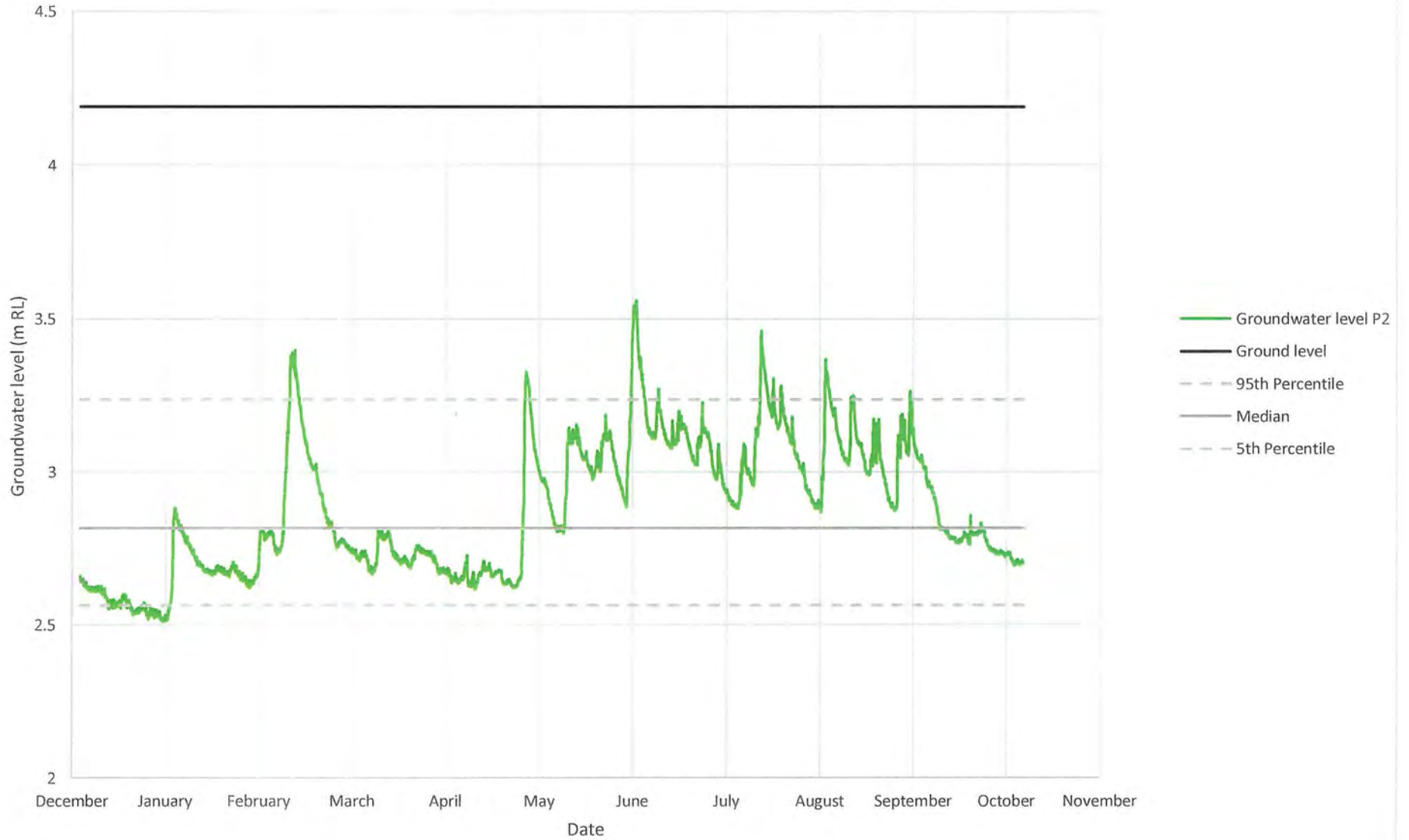


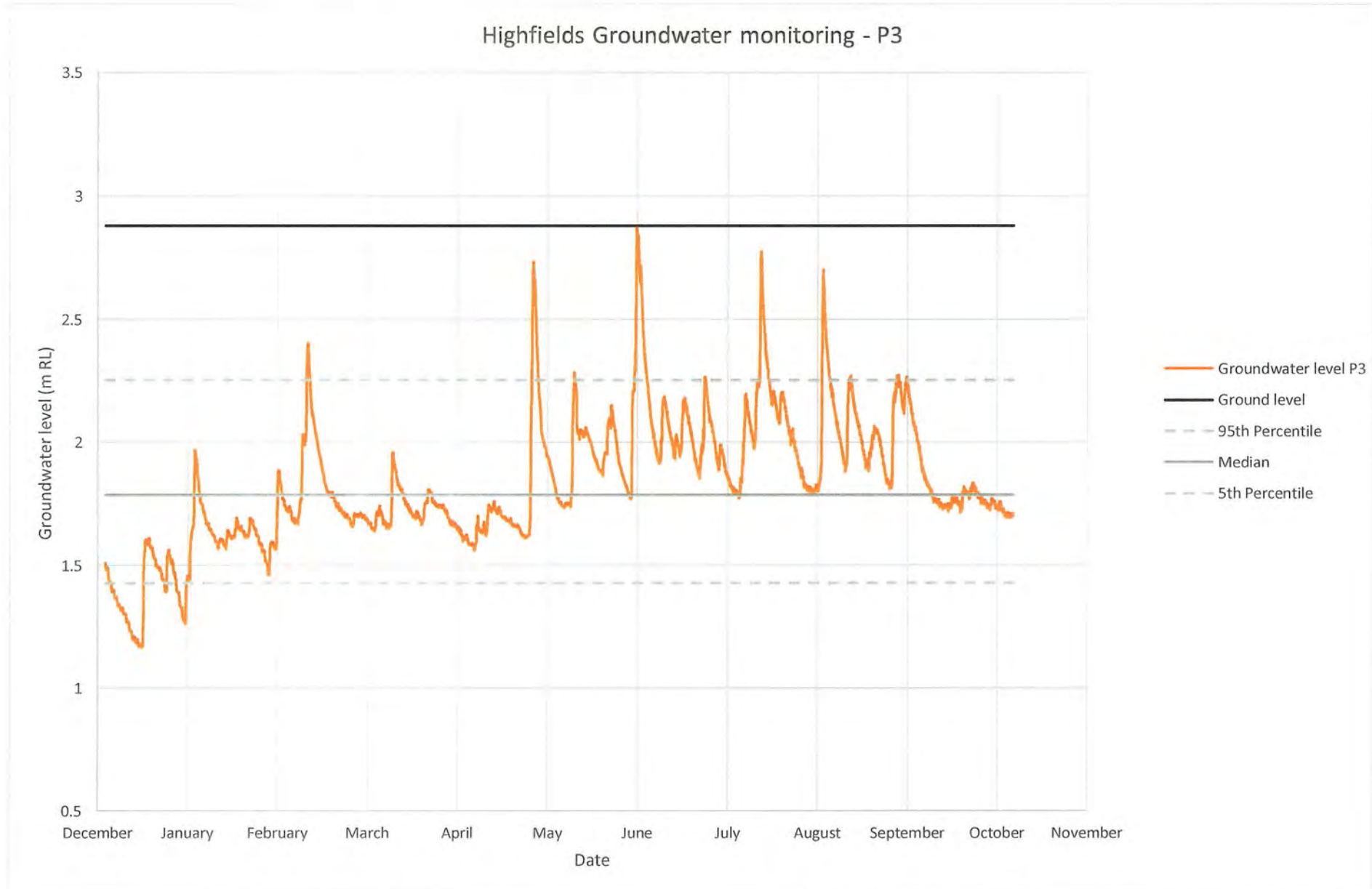
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DRAWING No.	471808-T-S-D001	SHEET No.	01
		ISSUE	A

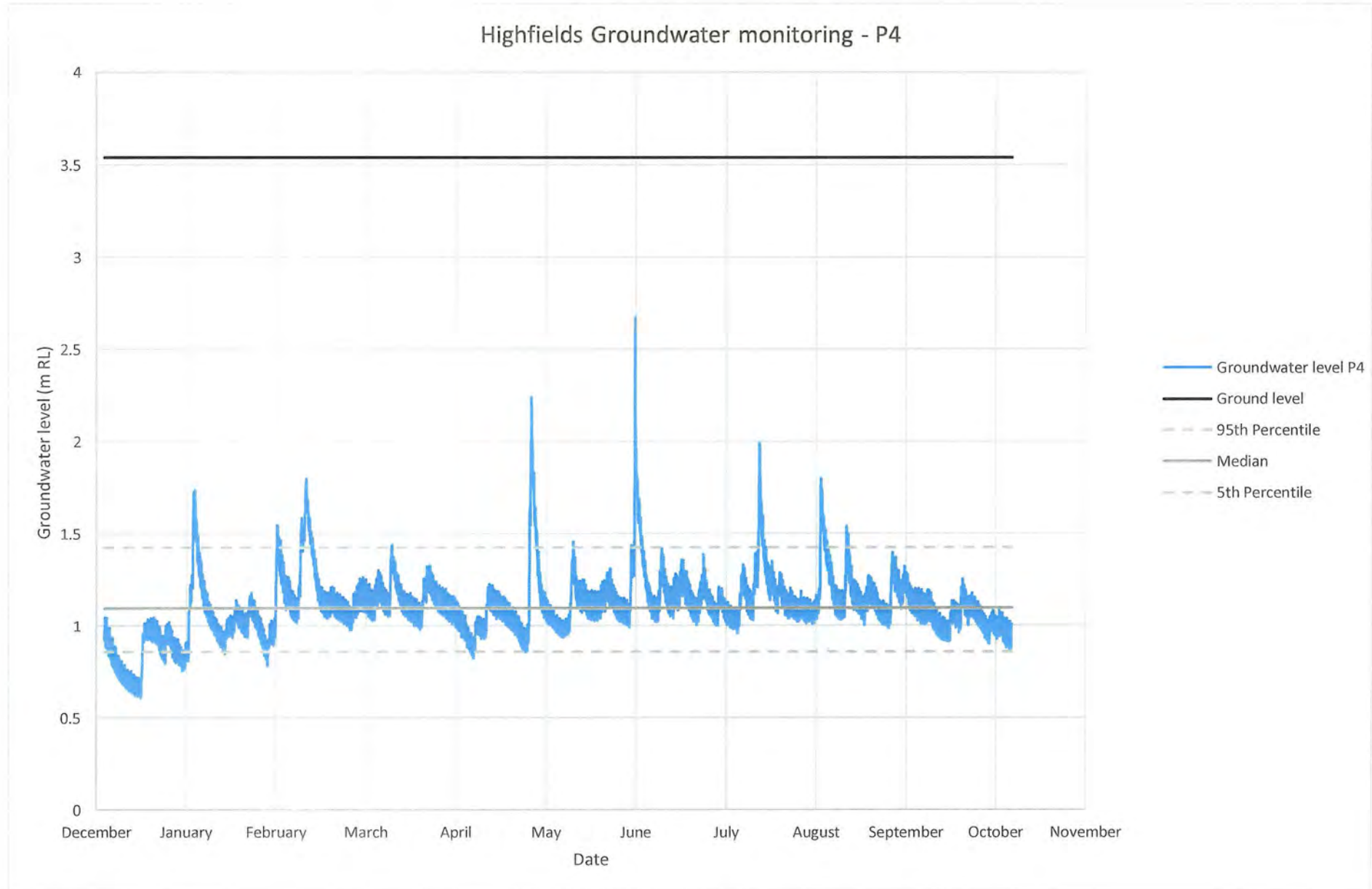
Appendix C: Groundwater timeseries



Highfields Groundwater monitoring - P2







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

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 28 February 2019 (**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
Wreath for ANZAC Day Service	200
Storage cupboards for Katikati Community Response Team	1,000
Total outstanding operational commitments	\$2,200

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)
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]	\$(3,963)
2018/19 Closing balance	\$48,895

Committed - Reserve expenditure

2018/19 Closing balance after committed	\$48,895
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Recommendation


THAT the Management Accountant's report dated 11 March 2019 and titled "Financial Report Katikati – February 2019" be received.


Christie Tromans
Management Accountant

Approved


David Jensen
Senior Financial Planner

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 28 February 2019**

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	<input checked="" type="checkbox"/>	0	0
Conference Expenses	0	1,200	1,200	<input checked="" type="checkbox"/>	2,000	0
Contingency - [see breakdown below]	127	1,200	1,073	<input checked="" type="checkbox"/>	2,000	513
Grants	5,290	4,800	(490)	<input checked="" type="checkbox"/>	8,000	7,904
Mileage Allowance	294	1,200	906	<input checked="" type="checkbox"/>	2,000	1,067
Salaries	17,721	17,172	(549)	<input checked="" type="checkbox"/>	26,198	26,922
Security	2,437	3,798	1,361	<input checked="" type="checkbox"/>	6,500	755
Street Decoration	0	2,700	2,700	<input checked="" type="checkbox"/>	4,500	4,181
Inter Department Charges	26,112	26,112	0	<input checked="" type="checkbox"/>	39,169	39,168
Total Operating Costs	51,827	58,182	6,355	<input checked="" type="checkbox"/>	90,367	80,508
Interest Expense	0	0	0	<input checked="" type="checkbox"/>	0	(7,040)
Depreciation	0	0	0	<input checked="" type="checkbox"/>	0	0
Total Direct Costs	51,827	58,182	6,355	<input checked="" type="checkbox"/>	90,367	73,469
Total Costs	51,827	58,182	6,355	<input checked="" type="checkbox"/>	90,367	73,469
Income						
Rate Income	61,732	60,248	1,484	<input checked="" type="checkbox"/>	90,367	88,808
Total Direct Income	61,732	60,248	1,484	<input checked="" type="checkbox"/>	90,367	88,808
Net Cost of Service	9,905	2,066	7,839	<input checked="" type="checkbox"/>	0	15,339
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)					
Fund installation of NZTA Tourism Signage [K17.3.9]	(3,963)					
Fund Katikati Arts Junction to assist development of old Library to base for Katikati Arts Collective [K14.5.2]	(15,000)					
(Decrease) Increase in year	(77,312)					
Closing Balance - Surplus (Deficit)	48,895					
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**

APRIL 2019			
Meeting	Date	Time	Venue
Maketu Community Board	2 April	7.00pm	Maketu Community Centre
Policy Committee	4 April	9.30am	Chambers
Te Puke Community Board	4 April	7.00pm	Te Puke Library and Service Centre
Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee	10 April	TBC	Chambers
Operations and Monitoring Committee	11 April	9.30am	Chambers
Council	18 April	9.30am	Chambers
Regulatory Hearings Committee	18 April	1.00pm	Chambers
Good Friday - 19 April, Easter Monday - 22 April and ANZAC Day - 25 April			
Regulatory Hearings Committee (if required)	30 April	9.30am	Chambers
MAY 2019			
Meeting	Date	Time	Venue
Regulatory Hearings Committee (if required)	1 May	9.30am	Chambers
Waihi Beach Community Board	6 May	6.30pm	Waihi Beach Community Board
Omokoroa Community Board	7 May	7.00pm	Omokoroa Community Church
Katikati Community Board	8 May	7.00pm	The Centre. Pātuki Manawa
Community Committee	9 May	9.30am / 10.00am	TBC
Rural Committee	14 May	9.30am	Chambers
Maketu Community Board	14 May	7.00pm	Maketu Community Centre
Policy Committee	20 May	9.30am	Chambers
Joint Road Safety Committee	21 May	10.00am	Chambers
Operations and Monitoring Committee	22 May (Wednesday)	9.30am	Chambers