



# MEETING — AGENDA —

*Ngā Take*

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Western Bay of Plenty  
District Council

# KATIKATI COMMUNITY BOARD

*Poari Hapori*

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**K20**  
**Wednesday, 8 May 2019**  
**The Centre. Pātuki Manawa**  
**7.00pm**

# Notice of Meeting No K20 Te Karere

## Katikati Community Board Poari Hapori

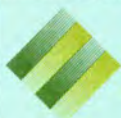
**Wednesday, 8 May 2019**  
**The Centre. Pātuki Manawa**  
**7.00pm**

Members:

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

Media  
Staff

Miriam Taris  
**Chief Executive Officer**  
**Western Bay of Plenty District Council**



*Western Bay of Plenty*  
*District Council*

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

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# **Katikati Community Board**

## **Mangai o Te Kaunihera**

### **Role and Purpose of Community Boards**

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

### **Delegated Functions**

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

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

Or

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

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

# Agenda for Meeting No. K20

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.*

K20.1

## **Presentations**

### **a) SuperGrans**

Representatives from the Katikati SuperGrans will give a presentation about the work of the SuperGrans Volunteer Group.

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

Braden Rowson, Land Management Officer, Tauranga Catchments Bay of Plenty Regional Council Toi Moana will give an update on the water quality of the Uretara Stream.

K20.2	<p><b>Minutes of Meeting No. K19 of the Katikati Community Board held on 27 March 2019</b></p> <p>A copy of the minutes are attached.</p> <p><b>Recommendation</b></p> <p><i>THAT the minutes of meeting no. K19 of the Katikati Community Board held on 27 March 2019 as circulated with the agenda, be confirmed as a true and accurate record.</i></p>	6-14
K20.3	<p><b>Chairperson’s Report</b></p> <p>Attached is a report from the Chairperson dated 29 April 2019</p>	15-19
K20.4	<p><b>Councillor’s Report</b></p> <p>Attached is a report from Councillor Mackay dated 23 April 2019.</p>	20
K20.5	<p><b>Community Board Grant Applications – May 2019</b></p> <p>Attached is a report from the Senior Governance Advisor dated 26 April 2019</p>	21-22
K20.6	<p><b>Infrastructure Services Report Katikati – May 2019</b></p> <p>Attached is a report from the Deputy Chief Executive dated 24 April 2019</p>	23-47
K20.7	<p><b>Financial Report Katikati – March 2019</b></p> <p>Attached is a report from the Management Accountant dated 11 April 2019.</p>	48-50
K20.8	<p><b>Council, Standing Committee and Community Board Meetings</b></p> <p>Attached is a schedule of meetings for the months of May and June 2019.</p> <p><b>Recommendation</b></p> <p><i>THAT the schedule of meetings for May and June 2019 be received.</i></p>	51-52

## Western Bay of Plenty District Council

**Minutes of Meeting No. K19 of the  
Katikati Community Board held on 27 March 2019  
in The Centre. Pātuki Manawa  
commencing at 7.00pm**

### Present

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

### In Attendance

J Pedersen (Group Manager People and Customer Services), and A Alty (Democracy Advisor)

### Others

Councillor D Marshall  
7 members of the public

### Apologies

An apology for absence was received from Member Mayo.

**Resolved:** Councillors Mackay / Williams

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

**K19.1 Minutes of Meeting No. K18 of the Katikati Community Board held on 13 February 2019**

The Board considered the minutes of K18 of the Katikati Community Board held on 13 February 2019 as circulated with the agenda.

**Resolved:** Member Hobbs / Councillor Williams

*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.*

**K19.2 Decision Report from Recommendation to the Operations and Monitoring Committee - Uretara Stream restoration March 2019**

The Board considered a report from the Democracy Advisor dated 11 March 2019 as circulated with the agenda.

The Board asked that they be kept apprised of the work relating to the Uretara Stream vegetation management to be undertaken in liaison with Andrew Jenks and Council staff

**Resolved:** Councillor Mackay / Members Gibbs

*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.*

**K19.3 Decision Report from the Long Term and Annual Plan Committee - Draft 2019 - 2020 Annual Operating Budget**

The Board considered a report from the Democracy Advisor dated 13 March 2019 as circulated with the agenda.

**Resolved:** Members Gibbs / Warren

*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.*

**K19.4 Update to Community Board on Upcoming Consultation**

The Board considered a memorandum from the Policy and Planning Manager dated 13 March 2019 as circulated with the agenda.

The Board was reminded that a 15 minute time slot needed to be registered by 5 April for a verbal presentation to the Annual Plan process to be heard on 15 or 16 April 2019 at Council Chambers.

**K19.5 Chairperson's Report**

The Board considered a report from the Chairperson dated 4 March 2019 as circulated with the agenda.

**K19.5.1 Uretara Stream Water Quality**

A presentation relating to the water quality of the Uretara Stream from a Bay of Plenty Regional Council representative would be scheduled for the next Community Board meeting on 8 May 2019.

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

The Board was advised that the Bay of Plenty Regional Council were currently undertaking their annual plan consultation and the Board would take the opportunity to make a submission to that annual plan process relating to the need to ensure that contamination of the harbours and waterways of the district was minimised by controlling (and culling) the increasing numbers of swans, geese and other wild birds that contributed to fouling local and district waterways.

#### K19.5.2

#### **Highfields Stormwater Pond Conversion**

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

The Board requested that the ecology of the immediate area be taken into consideration when the trial work was undertaken.

#### K19.5.3

#### **Future Town Centre Development - What will happen with our Town?**

The Community Board was advised that the development of town centre plans were to be largely community driven.

The Board had been advised of 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. Katikati's four year period ended in the 2016/17 year. The funding was then relegated to another town for four years, and so on.
- 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 Long Term Plan was 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 was provided to enable the purchase of land in the Town Centre, to facilitate the Town Centre plan, as and when opportunities for this arose.
- A review of the Katikati Town Centre plan was not programmed in the Long Term Plan.

The Board had been waiting for a decision by NZTA on the construction of the proposed Katikati Bypass and as this was now not envisaged to happen there needed to be some inspired thinking about the next step forward to improve the town centre of Katikati.

The Board would consider the option of working with an Urban Design specialist to get an intelligent and feasible outcome for the future development of the Katikati town centre. The Board would give further consideration to this topic at the next Community Board workshop.

#### K19.5.4 **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

The Board was advised that there had been no change since the previous update to the Board. Further announcements from the New Zealand Transport Agency were pending.

#### K19.5.5 **Carisbrooke Street**

Residents had contacted the Chairperson 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 in this immediate area.

Local police had advised that they would try to monitor the roadway more often and also advised that they would support the installation of a pedestrian crossing on a raised platform just north of Jocelyn Street to provide a safe place to cross.

The Board was advised that the Roding Engineer (West) would provide advice on this item.

**K19.5.6 Public Pay Shower in Katikati**

The Board was aware that the kiwifruit season was underway and increasing numbers of working holiday and seasonal kiwifruit workers required facilities in the community. They considered that a pay shower was essential in Katikati and such a facility would be cost-neutral in the medium term and create income in the longer term. The following suggestions for a pay shower location were put forward:

- The freedom camping site and caravan dump stop on Major Street near the Uretara Domain could be a suitable site.
- Moore Park at the future public toilet block for this area.

Katikati wanted to be a friendly town that provided facilities for seasonal workers who came to the area and lived and worked in the area and visitors to the town. Many of the seasonal workers lived in caravans so a pay shower facility would be greatly valued. It was considered that there may be the opportunity for some sponsorship to be put forward for a pay shower facility.

Staff had advised that this was 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.

The Board would consider this topic at their next Community Board workshop.

**K19.5.7 Historic Cricket Pavilion**

It had been brought to the Board's attention that the Historic Cricket Pavilion was in a state of disrepair and needed some urgent remediation.

The Board was advised that a concerted community project was undertaken some 25 years ago to do some restoration on the pavilion but nothing had been done since. The Board was advised that the Katikati Secondary School wanted to involve supervised students in a community project and the renovation and tidy up of the pavilion may be a suitable option to consider.

The Board was advised that staff would arrange for an assessment of the building to be undertaken, with a subsequent report provided to the Board.

**K19.5.8 Dave Gallagher Statue at Eden Park Auckland**

The Community Board were aware of the possible closure of Eden Park and expressed an interest in securing the Dave Gallagher statue to bring it to Katikati if the park did close. The Community Board would love to re-home the statue to Dave's birthplace in Katikati.

The Board was now aware that required funding for the continuation of the Eden Park rugby grounds had been secured, but would keep a watching brief on the future operation of the park should options for the re-location of the Dave Gallagher statue arise in the future.

#### K19.5.9 **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 were next to the rugby ball structure on Moore Park.

Mr Earle advised the following information and provided two replacement images.

The cost of each sign board print:	\$490 + GST per each
Clear Plastic Covering for both signs	\$50 + GST per each

It was imperative to cover any new signage with these clear protectant coverings, so any tagging will be easily removed.

Delivery of \$195 each and the installation for each of the images was \$45. + GST. Mr Earle had advised that he would pick the images up and install them. This amounted to a saving of approximately \$560.00

Moore Park attracted a lot of visitors for sporting events and there were many community organisations and local people involved with the respective sporting clubs who used the venue. The Rugby Ball and signboards attracted a lot of attention from locals and visitors alike.

The Katikati Rugby Club would be advised that they were responsible for the upgrade and ongoing maintenance of the Rugby Ball located at Moore Park.

**Resolved:** Members Hobbs / Gibbs

*THAT the Katikati Community Board fund the cost of one sign board (of the two sign boards to be renovated and installed at Moore Park by the Rugby Ball) up to \$560 + GST funded from the Katikati Community Board Reserve Budget and the second sign board be funded from the Council District Signage Budget.*

#### K19.5.10 **Annual Plan / Long Term Plan - Have Your Say**

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

**Resolved:** Members Hobbs / Councillor Mackay

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

#### K19.6 **Councillor's Report**

The Board considered a report from Councillor Williams dated 11 March 2019 as circulated with the agenda.

**Resolved:** Councillors Williams / Mackay

*THAT Councillor Williams report dated 11 March 2019 be received.*

#### K19.7 **Infrastructure Services report Katikati - March 2019**

The Board considered a report from the Deputy Chief Executive dated 14 March 2019 as circulated with the agenda.

##### K19.7.1 **Katikati Bypass**

As reported within the Chairpersons Report, the Board advised that they would recommend that full consideration of any options that may be available to facilitate the construction of a future bypass for Katikati be made. In noting the possible funding options listed below, the Board request that Council take the lead on possibilities for a future bypass for Katikati.

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

The Board was advised that consideration to 'investigate the option of proceeding with the Katikati Bypass as a local road project' had been discussed within Annual Plan Workshop discussions.

**Resolved:** Members Hobbs / Gibbs

*THAT the Katikati Community Board recommend that the Long Term and Annual Plan Committee continue to explore alternative funding options and give full consideration to any options to facilitate infrastructure funding for the construction of a future bypass for Katikati and report back to the Board.*

K19.7.2      **Community Roothing Budget**

The Board expressed concern that the current Katikati Community Roothing funding was based on previous census figures reported 7 years ago, noting that the population of Katikati had increased markedly since then. The allocation of funding now needed to be based on the current population of the Katikati district.

**Resolved:**            Members Hobbs/ Warren

*THAT the Katikati Community Board make a submission to the current Annual Plan process requesting a review of the allocation of community rooding funds to ensure they were based on the latest population statistics for the Katikati District.*

K19.7.3      **Earl Drive - Community Roothing Budget**

The Community Board noted that the Katikati Community Board Minutes K18 of the meeting held on 13 February 2019 minute item K18.6.2 Roothing Project Priority List, advised that the Earl Drive Loading and Parking Review of vehicle parking, truck standing, footpath and kerb and channel along Earl Drive be funded from the District Wide Roothing Account not the Community Roothing Budget.

The current Community Roothing Project Priority List should be adjusted to show that Earl Drive costings be charged to the District Wide Roothing Account.

**Resolved:**            Members Hobbs / Warren

*THAT the Deputy Chief Executive report dated 14 March 2019 and titled Infrastructure Services Report Katikati March 2019 be received.*

K19.8            **Financial Report Katikati - February 2019**

The Board considered a report from the Management Accountant dated 11 March 2019 as circulated with the agenda.

**Resolved:**            Councillors Mackay / Williams

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

K19.9            **Council, Standing Committee and Community Board Meetings**

The Board considered a schedule of meetings for the months of April and May 2019.

**Resolved:** Councillor Williams / Member Gibbs

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

The meeting concluded at 8.18pm

Confirmed as a true and correct record.

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J Hobbs  
Chairperson  
Katikati Community Board

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Date

K19

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# Western Bay of Plenty District Council

## Katikati Community Board

### Chairperson's Report – May 2019

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#### 1. Submission to the 2019 Annual Plan

I have attached for your information a copy of the Board's submission to the 2019 Annual Plan. I presented the submission at the 'Have Your Say' meeting at Barks Corner on 16 April 2019. During my presentation I stressed the lack of any kind of potential to build a road around Katikati. This meant there was no ability to attract a wider variety of retailers, and the community did not have the opportunity for a conversation about the future of the middle of their village and there had been no real visionary planning for Katikati's future for the last 20 years.

The Katikati Community Board recommended to the Long Term and Annual Plan Committee that Council continue to explore other funding options for a designer/architect to meet with them to discuss potential plans for a town centre design and future development. A workshop with New Zealand Transport Agency and Council was needed to look for a visionary way of working through options for an alternative road.

The Katikati Community Board understood that \$200,000.00 had been granted for a feasibility study to investigate an alternative road around Katikati. Until there was better roading the Board felt that new housing development should be restricted before the roading infrastructure was in place.

The Community Board unanimously supported extending urban development zones on the eastern side of the town, however, only after the New Zealand Transport Agency had invested in State Highway 2 improvements from Omokoroa to Tauranga, a centre line barrier from Katikati to Tauranga and the Katikati bypass was built.

The Community Board would like to see the annual allocation for roading/footpaths increased and would also like to see an increase in tree maintenance across the district. **(Attachment A)**

#### 2. Planting of Trees in new subdivisions

It was noted there were no trees planted in Maniaroa Drive by the developers. Residents had expressed an interest in having some trees planted in the street and had been informed the street was narrower than a normal street and there was no

space to plant any trees without being too close to the roadside or obstructing service lines. The Board would like to be advised of the planting protocols that specifically applied to new development as there needed to be consistency when and where suitable and approved street trees could/could not be planted.

### **3. Replacement of Bus Shelter – Killen Road**

The bus shelter on Killen Road Katikati became derelict and was removed months ago. It has not been replaced and with winter coming on the Community Board would like to see this done immediately. There are 10 kids catching the bus here daily and they need shelter while they wait for the bus in the winter.

### **4. Community Facilities – Structure of Bookings and Future Events**

I am aware of some concerns in the community about bookings for and the duplications of use of our community spaces in Katikati. I would like to facilitate a workshop for those involved in our community facilities to come together and discuss what each facility had to offer, what sectors of the community were involved with what was available and how the events and bookings were developed and managed for each community facility. The outcome of the discussion would provide a summary of options for the best use of our facilities for our community.

### **5. Significant Council Processes – Community Engagement**

#### **(a) Community Matching Fund – 2019**

The Community Matching Fund is available to Western Bay Community Groups. The 2019 Community Matching Fund applications open 29 April and close 29 May 2019.

Council makes up to \$140,000 available for community and environmental projects that make a positive difference in the District.

The matching fund initiative was established to support projects led by not-for-profit community groups working for the benefit of their communities.

Council recognises that these groups contribute numerous resources to projects and seeks to "match" the dollar value of this community effort with a grant.

Funding is made of two components – a General fund for social, recreational and cultural initiatives and an Environmental fund for projects associated with the natural environment.

The General fund has a pool of \$100,000.

The Environmental fund has a pool of \$40,000. Applications may have components that could be allocated to both funds. The maximum amount that



can be applied for is the full \$140,000, although the full amount has never been granted. Grants between \$2000 to \$10,000 are more common.

Grants will be "matched" on a 50/50 basis. Council's half is a cash grant. The community group contribution can be made up of any combination of volunteer labour, donated professional services, funds raised through other means and/or donations of materials.

<https://www.westernbay.govt.nz/our-council/grants-and-funding/Pages/default.aspx>

**(b) Remuneration Authority – Childcare Allowance (Draft Policy Paper)**

Elected Members are reminded that they are welcome to provide comment on the Remuneration Authority – Childcare Allowance (Draft Policy Paper) to the Remuneration Authority at [info@remauthority.govt.nz](mailto:info@remauthority.govt.nz) by **Friday 31 May 2019**.

## Recommendation

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

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

16 April 2019

**Submission to Annual Plan 2019  
From Katikati Community Board**

The Katikati Community Board :

- **Supports** the targeted rates providing long-term funding to important Katikati community organisations  
Western Bay Museum  
Katch Katikati  
Katikati Community Centre
- **Supports** the targeted Town Centre Rate of \$20 which is unique to Katikati but vital for future development
- **Requests** funding be made available for the services of a landscape architect/urban designer to work with the community to develop an intelligent, visionary and feasible plan for Katikati. The community has been told to wait for the bypass for at least a decade, and this is no longer a tenable situation.

New footpaths, altered traffic flow and a different parking design is required to make the town centre a people friendly place where.

- **Katikati Bypass –**  
The Katikati Community Board has recommended to the Long Term and Annual Plan committee continue to explore alternative funding options and give full consideration to any options to facilitate infrastructure funding for the construction of a future (soon) bypass for Katikati. The Board thanks Council for agreeing to bring forward to 2020 \$200K for a feasibility study and encourages you all to push the envelope and think outside the box to create the alternative road as a local road project with NZTA paying the lions share, and legislative change that would allow a local road toll to assist funding.
- **Supports** extending urban development zones on the eastern side of town - BUT - only after NZTA has invested in SH2 improvements with 4 leaning from Omokoroa to Tauranga, centre line barrier from Katikati to Tauranga and the Katikati Bypass is built.
- KCB requests a review of the allocation process for community roading funds, to ensure they are based on the latest population statistics for the Katikati district and other communities in the district. The roading allocation of approx \$150K pa is insufficient for the burgeoning population growth and demand for new roading infrastructure.
- KCB requests a review of the annual roading funding allocated for trees maintenance across the district. It appears there is no funds available for pruning of street trees for shape or tree health, only to take trees down if they are sick or dangerous. This leaves us with scruffy street trees and unkempt looking urban streets.

**Maniaroa example.** On this theme the Board also asks that planning reviews how street tree planting decisions are made in regard to developers creating new subdivisions. Sophia Rose estate and Friis Drive have trees planted inches from the curb on very narrow berms that will definitely become problematic for Council in future and set a precedent that other residents wish to follow when wanting to create an avenue effect in their street.

- **KCB supports** the ongoing development of linked walk/cycleways in and around Katikati, and also the linking of Waihi Beach to Omokoroa creating a iconic trail for locals, domestic and international tourists similar to those in Europe.
- **KCB supports** Councils waste management proposal /Option 1 - with the addition of a pay-per-pickup Green Waste Bin
- **KCB supports** reducing the Gaming Machine cap to the current number of machines. The Board does not support a sinking lid policy due to the great many benefits communities receive from funding for local projects from Trillion Trust, Lion Foundation etc. Perhaps it is better/safer for people to gamble locally and publicly than at home online on some international site.

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

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## Western Bay of Plenty District Council

### Katikati Community Board

### Councillor's Report – May 2019

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

- 2019/20 Annual Plan 'Have Your Say' events
- Katikati Bypass – possible future options
- Update on current State Highway Two Safety Improvements
- Ward and District Development Trends
- Future Changes to the Katikati-Waihi Beach Ward Boundary

### Recommendation

***THAT the report dated 23 April 2019 and titled Katikati Community Board Councillor's Report – May 2019 be received.***

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

**Western Bay of Plenty District Council**

**Katikati Community Board**

**Community Board Grant Applications – May 2019**

**Purpose and Summary**

The Katikati Community Board is required to make a decision regarding applications for Community Board Grant Funding. Two applications have been received. Applications and supporting information for the respective Community Board Grants have been forwarded to members separate to this agenda.

**Funding Implications for Katikati Community Board**

Grants will be funded from the Katikati Community Board Grants Account.

**Delegated Authority of Katikati Community Board**

The Community Board has delegated authority to make the grants directly.

**Recommendation**

- |  |
|--|
| <p>1. <b><i>THAT the report from the Senior Governance Advisor dated 26 April 2019 titled Community Board Grant Applications – May 2019 be received.</i></b></p> <p>2. <b><i>THAT the Katikati Community Board approve/not approve the following grants to be funded from the Katikati Community Grants 2018/2019 account subject to all accountabilities being met.</i></b></p> <p>..... \$.....</p> <p>..... \$.....</p> |
|--|

  
Aileen Alty  
Senior Governor Advisor

## 1. Background

The Katikati Community Board has funds of \$8,000.00 available for disbursement to community organisations for the 2018/2019 financial year. To-date funds totalling \$5,290.00 have been allocated from the Community Board Grant Account.

Two applications been received for consideration at the Katikati Community Board Meeting to be held on Wednesday 8 May 2019.

- **Te Runanga O Ngaitamawhariua Inc** has applied for funding of \$2,000 to contribute to the overall costs associated in putting on the 2019 Whanau Fun Day Out to be held on Wednesday 17 July 2019 at Moore Park in Katikati.

- **Christina Productions Inc** has applied for funding of \$2,500 for publication of a selection of memoirs from the Sunday Scribblers Writers Group.

## 2. Statutory Compliance

Under the Local Government Act 2002 – Schedule 7 – Delegated Authority to Boards – the Katikati Community Board has delegated authority.

### Funding/Budget Implications

Budget Funding Information	Relevant Detail
Community Board Grants Funds	The Community Board will consider applications for the distribution of the funding before the end of the financial year.
Katikati Community Board Grants Fund	Annual Budget \$8,000 Current Balance \$2,710

## 3. Consultation and Communication

Interested/Affected Parties	Completed/Planned Consultation/Communication	Notes
Te Runanga O Ngaitamawhariua Inc	0	The applicants will be advised of the outcome of their respective grant application.
Christina Productions Inc		

**Western Bay of Plenty District Council****Katikati Community Board****Infrastructure Services Report Katikati May 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 24 April 2019 and titled Infrastructure Services Report Katikati May 2019 be received.***



Approved

Gary Allis  
Deputy Chief Executive

## 1.0 Utilities

### 1.1 Ongare Point Wastewater Scheme Preliminary Investigations

This project is largely completed with some minor reinstatement works still to be undertaken.

### 1.2 Home Worm Composting Workshops

Dates for upcoming workshops for 2019 have been set. The information is available on Council's website at:

<http://www.westernbay.govt.nz/our-services/rubbish-recycling-waste/Pages/Worm-Composting>

All bookings are now made through [www.eventfinda.co.nz](http://www.eventfinda.co.nz)

### 1.3 Katikati Recycling Centre Opening Hours Trial

The Katikati Recycling Centre is operating under the proposed extended opening hours on Thursday afternoons. Ratification of the proposed extended hours will be sought from Council in April's Operations & Monitoring Committee.

### 1.4 Western Supply Zone Water Main Improvements

Upgrade to water mains along Beach Road, Waihi Beach and replacement of water mains attached to Tuapiro Stream Bridge and Waitekohe Bridge on State Highway 2. Also a replacement of a short section of cross country water main between Lund Road and Hot Springs Road. Work is underway and is expected to be completed end of April.

### 1.5 Katikati Alternative Options Assessment

The Katikati wastewater consent renewal was approved on 24 August 2018 and the consent conditions require 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 trial is expected to begin in October 2019.

## 2.0 Reserves

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

Minor repairs are being undertaken until complete walkway decking renewal can occur post landslip/road reinstatement access. This delay will extend into 2019/2020.

### 2.2 Kauri Point Slip Repairs - Status Update

The design has been broadened to improve stormwater control which currently discharges in an uncontrolled manner in several locations near the slip zone. A preferred option has been abandoned due to significant archaeological sites. Work on the Assessment of Environmental Effects (AEE) i.e. part of a resource consent continues.

#### Progress to date

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

#### Planned works for April

- 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 underway
- Engage Archaeologist to prepare Archaeological Authority: advice received.

#### Programme

- Currently on programme
- Proposed consent lodgement date delayed after advice on stormwater arch sites. Rescoping of works is required. Most likely construction start time remains October 2019

#### 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. Current discharge sites considered unacceptable. New alignment still to be confirmed.

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 hydroseeded initially. Council will then plant with Pohutukawa.

### **2.3 Katikati Cemetery**

Offer of service accepted to confirm if the site in Hot Springs Road is suitable for use as a cemetery.

## **3.0 Strategic Property**

There is no update for this month.

### **3.1 Katikati Library**

The Katikati Library Project is complete.

## **4.0 Emergency Management**

### **4.1 Katikati**

No additional progress from last quarter; Community response Team seeking to promote the team at a local event.

Students from Katikati College and Te Puke High School attended the CDYAP – raising awareness of CD and increasing personal preparedness in schools and the community.

### **4.2 Omokoroa**

The Community Response Team has undergone leader change. Community Response Plan is in final stages of being updated by the Team.

## **5.0 Roothing**

### **5.1 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.

NZTA will set a meeting for the SH2 Katikati interim upgrade. Reference Group to review the concepts that were provided last year. There currently is not any funding for implementation. The Council as part of the Annual Plan deliberations will consider funding a review of the bypass to a local road standard.

## **5.2 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. The owners of Cherry Lane have been notified and approved this felling as have the adjacent retailers. Works will be undertaken between late April to early May.

It is expected the tree clearance and maintenance work will create additional car park spaces in addition to reducing 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.

## **5.3 Henry Road**

The 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. Contractor is currently awaiting resources to become available prior to commencement.

## **5.4 Middlebrook Drive Bus Shelter**

The Katikati 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 as well as other suppliers.

## **5.5 Earl Drive Loading and Parking Restructure**

Further to discussions with the Katikati 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. Design discussions have commenced with WestLink.

**5.6 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 Roading Current Account		Project Cost \$	NZTA Funding MIP LC/LR \$	Katiakti Community Board \$	Status
<b>Current Account Opening Balance 1 July 2018</b>				<b>328,919</b>	
Allocation for 2018/19				158,945	
<b>Subtotal</b>				<b>487,864</b>	
<b>Committed Projects (for 2018/19)</b>					
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	
<b>Subtotal</b>				<b>225,303</b>	
<b>Forecasted Current Account Closing Balance 30 June 2019</b>				<b>262,561</b>	
<b>Committed Projects (for 2018/19/20)</b>					
	<b>Priority</b>				
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
<b>Total</b>		<b>485,000</b>		<b>485,000</b>	

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                        **24 April 2019: The adjoining owner's planning consultant has now written to Council raising a number of issues relating to the proposal. Staff are working through the issues with the planning consultant.**

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	<b>Options for Changing Designation from Road Reserve to Recreation Reserve</b>
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><b>24 April 2019: Staff are investigating a number of statutory options to achieve the road stopping. The investigation of options has identified a number of statutory issues.</b></p> <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"> <li>• 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.</li> <li>• Staff are following up on Tangata Whenua's response and will provide an update at the meeting.</li> </ul> <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>

- 16 April 2018: A report on the change of designation process has been completed.
- 28 Feb 2018: Staff have prioritised the report to go to the next Community Board meeting.
- 17 January 2018: No change.
- 7 Nov 2017: The report has been delayed due to the current staff workload.
- 13 Sept 2017: The report is in the process of being prepared.
- 15 August 2017: A report will be provided to the Community Board once the background information has been gathered on the process to change Thompson's Track unformed road to reserve. Note that this process will require consultation.



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

Remit Title	<b>Pakeke Lions Club of Katikati - Outdoor Gym Proposal</b>
Remit Number	K1318 4.4
Owner	RFM
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	THAT the Katikati Community Board support the proposal for an outdoor gym as put forward by the Pakeke Lions Club of Katikati.
Actions	<p><b>18 April 2019: The Community Board Chairperson, staff and Pakeke Lions Club representatives have met on site and agreed upon a location for the outdoor gym equipment.</b></p> <p><b>The yellow dot on the aerial map overleaf identifies the location as does the picture overleaf.</b></p> <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 Diggleman 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 &amp; Facilities Manager met with Pakeke Lions Club on 22 June 2018. The preferred site is an area towards the back of Diggleman Park.</p> <p>The Pakeke Lions Club have been requested to lodge a submission to the Katikati / Waihi Beach Ward Reserve Management Plan review process, where Council as administrating body of the reserve, will consider Diggleman Park Reserve as the preferred site for the outdoor fitness equipment.</p>



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

Remit Title	<b>Proposed Development of Moore Park</b>
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**                    **17 April 2019: Approaches were made to nine potential suppliers to undertake the sports field development. Only three responses were received, all who had variable capability and capacity to undertake the work. On this basis, the construction contract has been advertised on GETS (Government Electronic Tender System). Tenders close on 22 May 2019. Analysis of tenders will be undertaken once received. Application is being made to undertake the work during the winter season.**

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.

Staff are liaising with the clubs over their proposed building they wish to establish where the old tunnel houses were located.

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.

The field construction will occur over two construction seasons due to the conditions of the land purchase agreement.

7 Nov 2018: Council is discussing land issues with the adjoining property owner. The construction of the sportsfields has been deferred to Autumn 2019.

24 Sept 2018: Resource consent has been submitted to WBOPDC.

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.

The soil testing report indicates a low level of contamination – no surprise there. We will end up importing about 300m<sup>3</sup> 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.

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.

Preliminary conversations have been had between the consultant and local contractors. No pricing has yet been sought but I expect this to happen soon.

16 August 2018: Progress continues to be made on the project.

Soil tests for contamination have come back and the results show that the soil is within the guidelines for recreational use.

An archaeological authority is not required, therefore the earthworks will be undertaken using accidental discovery protocols.

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 29/08/2018**

Remit Title                   **Kotahi Lane Car Park**

Remit Number               K1518 2.8

Owner                         RE2

Status                        COMPLETE

Complete Date             18 April 2019

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

**18 April 2019: The carpark has been rolled and is complete. The tree felling is scheduled for May 2019 and will be reported under MAS K1819 6.6.**

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

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

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

Actions **18 April 2019: The trial is not due to commence until October 2019. Staff will begin to work through the details once funding is available in July 2019.**

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.

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

**KATIKATI COMMUNITY BOARD 13/02/2019**

Remit Title	<b>Yeoman Walkway to Park Road Reserve - Walkway/Cycleway Status Update</b>
Remit Number	K1819 3.1
Owner	RFM
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	

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.

## Actions

**15 April 2019: The report to the Operations and Monitoring Committee was circulated to the Community Board members. The Operations and Monitoring Committee considered the report on 11 April 2019 and adopted the recommendations, being that \$50K be set aside in the 2019/20 financial year to repair a hazardous section of the trail. Funding for the development of the trail will be subject to future annual plan processes.**

4 March 2019: The petition received from a resident was presented to the Operations & Monitoring Committee on 28 February 2019.

The Committee will be considering the scoping and feasibility report at its next meeting on 11 April 2019.

The Committee will provide direction on the next steps in the process.



**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 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.

Actions

**15 April 2019: The required funding has been sourced. Staff will arrange payment of the portion being funded from District Reserve signage account once the sign has been installed and an invoice is received.**

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	<b>Improvements to the Footpath in Katikati Town Centre SH2</b>
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><b>18 April 2019: The SafeRoads Team have been invited to attend a future meeting of the Board to present on the SafeRoads work programme. This excludes any discussion on the proposed interim works in the town and the proposed bypass.</b></p> <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 Roothing 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 Roothing Engineer (West) for the work he had undertaken on this item.

Actions

**18 April 2019: The detailed design is continuing with WestLink.**

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

## KATIKATI COMMUNITY BOARD 27/03/2019

Remit Title                    **Uretara Stream Water Quality**

Remit Number                K1919 5.1

Owner                         RFM

Status                         COMPLETE

Complete Date              15 April 2019

Confidential

Resolution                    A presentation relating to the water quality of the Uretara Stream from a Bay of Plenty Regional Council representative would be scheduled for the next Community Board meeting on 8 May 2019.

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

The Board was advised that the Bay of Plenty Regional Council were currently undertaking their annual plan consultation and the Board would take the opportunity to make a submission to that annual plan process relating to the need to ensure that contamination of the harbours and waterways of the district was minimised by controlling (and culling) the increasing numbers of swans, geese and other wild birds that contributed to fouling local and district waterways.

Actions                        **15 April 2019: This minute action sheet has been forwarded to Bay of Plenty Regional Council who will respond to the questions at their presentation scheduled for 8 May 2019.**

**KATIKATI COMMUNITY BOARD 27/03/2019**

Remit Title	<b>Highfields Stormwater Pond Conversion</b>
Remit Number	K1919 5.2
Owner	AC1
Status	COMPLETE
Complete Date	18 April 2019
Confidential	
Resolution	<p>The Community Board was advised that Council staff would work with Uretara Estuary Managers when assessing monitoring results for the pond trial. The pond trial was not expected to begin until October 2019. Prior to this date staff would work to finalise the details of the trial and monitoring program.</p> <p>The Board requested that the ecology of the immediate area be taken into consideration when the trial work was undertaken.</p>
Actions	<b>18 April 2019: Staff can confirm that the work through on all aspects of the pond conversion will include the ecology.</b>

**KATIKATI COMMUNITY BOARD 27/03/2019**

Remit Title                **Carisbrooke Street**

Remit Number            K1919 5.5

Owner                     RE2

Status                     UNDER ACTION

Complete Date

Confidential

Resolution                Residents had contacted the Chairperson 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 in this immediate area.

Local police had advised that they would try to monitor the roadway more often and also advised that they would support the installation of a pedestrian crossing on a raised platform just north of Jocelyn Street to provide a safe place to cross.

The Board was advised that the Roothing Engineer (West) would provide advice on this item.

Actions                    **18 April 2019: Options have been sought from the WestLink Safety Engineer.**

## KATIKATI COMMUNITY BOARD 27/03/2019

Remit Title                    **Historic Cricket Pavilion**

Remit Number                K1919 5.7

Owner                         RFAM

Status                         UNDER ACTION

Complete Date

Confidential

Resolution                    It had been brought to the Board's attention that the Historic Cricket Pavilion was in a state of disrepair and needed some urgent remediation.

The Board was advised that a concerted community project was undertaken some 25 years ago to do some restoration on the pavilion but nothing had been done since. The Board was advised that the Katikati Secondary School wanted to involve supervised students in a community project and the renovation and tidy up of the pavilion may be a suitable option to consider.

The Board was advised that staff would arrange for an assessment of the building to be undertaken, with a subsequent report provided to the Board.

Actions                        **12 April 2019: The Reserves & Facilities Contractor, Downer, have been requested to undertake maintenance on this building.**

**The Board will be updated when the work programme has been set.**

## Western Bay of Plenty District Council

### Katikati Community Board

## Financial Report Katikati – March 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 31 March 2019 (**Attachment A**).

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

#### Grant payments made to date:

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

#### Committed – Operational expenditure

	\$
Volunteers' Afternoon Tea	1,000
Wreath for ANZAC Day Service	200
Storage cupboards for Katikati Community Response Team	1,000
<b>Total outstanding operational commitments</b>	<b>\$2,200</b>

#### 2018/19 reserve analysis:

2018/19 Opening balance	\$126,207
Council to undertake a feasibility study (up to \$30,000) for the environmental enhancement of the Highfields Stormwater Detention Pond. To date \$19,950 has been spent [K11.3.6]	\$(10,050)
Kitchen Fit-Out for the new library [K18.3.2]	\$(30,000)
Furniture for Community Hub in library [K13.6.1]	\$(17,831)
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)
<b>2018/19 Closing balance</b>	<b>\$48,895</b>




**Committed - Reserve expenditure**

Fund one storyboard renovation at Moore Park by the rugby ball [K19.5.9]	\$(560)
<b>2018/19 Closing balance after committed</b>	<b>\$48,335</b>

**Recommendation**


***THAT the Management Accountant's report dated 11 April 2019 and titled "Financial Report Katikati – March 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

<b>Western Bay of Plenty District Council Income and Expenditure Statement For the period ended 31 March 2019</b>						
<b>Katikati Community Board</b>						
	Year to Date				Full Year	Last Year
	Actual \$	Budget \$	Variance (Unfav)/Fav \$		Budget \$	Actual \$
<b>Direct Costs</b>						
Additional Levels of Service	(155)	0	155	<input checked="" type="checkbox"/>	0	0
Conference Expenses	0	1,400	1,400	<input checked="" type="checkbox"/>	2,000	0
Contingency - [see breakdown below]	127	1,400	1,273	<input checked="" type="checkbox"/>	2,000	513
Grants	5,290	5,600	310	<input checked="" type="checkbox"/>	8,000	7,904
Mileage Allowance	294	1,400	1,106	<input checked="" type="checkbox"/>	2,000	1,067
Salaries	18,759	20,224	1,465	<input checked="" type="checkbox"/>	26,198	26,922
Security	2,437	4,473	2,036	<input checked="" type="checkbox"/>	6,500	755
Street Decoration	0	3,150	3,150	<input checked="" type="checkbox"/>	4,500	4,181
Inter Department Charges	26,112	29,376	3,264	<input checked="" type="checkbox"/>	39,169	39,168
<b>Total Operating Costs</b>	<b>52,864</b>	<b>67,023</b>	<b>14,159</b>	<input checked="" type="checkbox"/>	<b>90,367</b>	<b>80,508</b>
Interest Expense	0	0	0	<input checked="" type="checkbox"/>	0	(7,040)
<b>Depreciation</b>	<b>0</b>	<b>0</b>	<b>0</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>0</b>
<b>Total Direct Costs</b>	<b>52,864</b>	<b>67,023</b>	<b>14,159</b>	<input checked="" type="checkbox"/>	<b>90,367</b>	<b>73,469</b>
<b>Total Costs</b>	<b>52,864</b>	<b>67,023</b>	<b>14,159</b>	<input checked="" type="checkbox"/>	<b>90,367</b>	<b>73,469</b>
<b>Income</b>						
Rate Income	69,450	67,779	1,671	<input checked="" type="checkbox"/>	90,367	88,808
<b>Total Direct Income</b>	<b>69,450</b>	<b>67,779</b>	<b>1,671</b>	<input checked="" type="checkbox"/>	<b>90,367</b>	<b>88,808</b>
<b>Net Cost of Service</b>	<b>16,585</b>	<b>756</b>	<b>15,829</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>15,339</b>
<b>Contingency - breakdown</b>						
Advertisement for grant applications	127					
<b>Year to date contingency costs</b>	<b>127</b>					
<b>Community Board Reserves</b>						
<b>Opening Balance - Surplus (Deficit)</b>	<b>126,207</b>					
Feasibility Study for environmental enhancement of Highfields Stormwater Detention Pond [K11.3.6]	(10,050)					
Kitchen fit-out for new library [K18.3.2]	(30,000)					
Furniture for Community Hub in library [K13.6.1]	(17,831)					
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)					
<b>(Decrease) Increase in year</b>	<b>(77,312)</b>					
<b>Closing Balance - Surplus (Deficit)</b>	<b>48,895</b>					
<b>Town Centre Development Reserves</b>						
<b>Opening Balance - Surplus (Deficit)</b>	<b>256,644</b>					
<b>(Decrease) Increase in year</b>	<b>0</b>					
<b>Closing Balance - Surplus (Deficit)</b>	<b>256,644</b>					

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

MAY 2019			
Meeting	Date	Time	Venue
Tauranga Moana/Te Arawa Ki Takutai Partnership Forum	2 May	10.00am	Chambers
Waihi Beach Community Board	6 May	6.30pm	Waihi Beach Community Board
Omokoroa Community Board	7 May	7.00pm	Omokoroa Community Church
Regulatory Hearings Committee Reconvene Meeting RH17	8 May	10.30am	Athenree Room
Katikati Community Board	8 May	7.00pm	The Centre. Pātuki Manawa
Community Committee	9 May	9.30am / 10.00am	Te Puke War memorial Hall
Rural Committee	14 May	9.30am	Chambers
Maketu Community Board	14 May	7.00pm	Maketu Community Centre
Te Puke Community Board	16 May	7.00pm	Te Puke Library and Service Centre
Policy Committee	20May	9.30am	Chambers
Joint Road Safety Committee	21 May	10.00am	Chambers
Operations and Monitoring Committee	22 May <b>Wednesday</b>	9.30am	Chambers
Long Term and Annual Plan Committee	28 May	9.30am	Chambers
Regional Transport Committee	31 May	TBC	TBC
JUNE 2019			
Meeting	Date	Time	Venue
Council	6 June	9.30am	Chambers
<b>Queen's Birthday - 10 June</b>			
Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee	12 June	1.00pm	Chambers
Waihi Beach Community Board	17 June	6.30pm	Waihi Beach Community Board
Independent Commissioner Hearing	18 June	9.30am	Chambers
Omokoroa Community Board	18 June	7.00pm	Omokoroa Community Church

Katikati Community Board	19 June	7.00pm	The Centre. Pātuki Manawa
Community Committee	20 June	9.30am / 10.00am	TBC
Tauranga Moana/Te Arawa Ki Takutai Partnership Forum	25 June	10.00am	Chambers
Maketu Community Board	25 June	7.00pm	Maketu Community Centre
Council - Adopt Annual Plan	26 June	9.30am	Chambers
Policy Committee	27 June	9.30am	Chambers
Te Puke Community Board	27 June	7.00pm	Te Puke Library and Service Centre