



MEETING — AGENDA —

Ngā Take

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Western Bay of Plenty
District Council

KATIKATI COMMUNITY BOARD

Poari Hapori

K21
Wednesday, 19 June 2019
The Centre. Pātuki Manawa
7.00pm

Notice of Meeting No K21 Te Karere

Katikati Community Board Poari Hapori

Wednesday, 19 June 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



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. K21

Pages

**Present
In Attendance
Apologies**

Declarations of Interest

Members are reminded of the need to be vigilant and to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest that they may have.

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.

K21.1

Presentation

Paula Gaelic Manager Western Bay Heritage Museum

K21.2 **Minutes of Meeting No. K20 of the Katikati Community Board held on 8 May 2019** 6-17

A copy of the minutes are attached.

Recommendation

THAT the minutes of meeting no. K20 of the Katikati Community Board held on 8 May 2019 as circulated with the agenda, be confirmed as a true and accurate record.

K21.3 **Chairperson’s Report** 18-20

Attached is a report from the Chairperson dated 5 June 2019.

K21.4 **Councillor’s Report** 21

Attached is a report from Councillor Williams 4 June 2019.

K21.5 **Infrastructure Services Report Katikati – June 2019** 22-49

Attached is a report from the Deputy Chief Executive dated 28 May 2019.

K21.6 **Financial Report Katikati – April 2019** 50-51

Attached is a report from the Management Accountant dated 24 May 2019.

K21.7 **Council, Standing Committee and Community Board Meetings** 52-53

Attached is a schedule of meetings for the months of June, July and August 2019

Recommendation

THAT the schedule of meetings for June, July and August 2019 be received.

Western Bay of Plenty District Council

**Minutes of Meeting No. K20 of the
Katikati Community Board held on 08 May 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 Councillors P Mackay and M Williams

In Attendance

R Davie (Group Manager Policy Planning and Regulatory Services), A Hall (Roading Engineer West) and A Alty (Senior Governance Advisor)

Others

9 members of the public and 5 others as named in the minutes.

Public Forum

Resolved: Members Hobbs/ Gibbs

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

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

Katikati Community Response Team

Eris Boyack advised the Community Board that she had prepared a letter to the Strategic Property Manager requesting information relating to the purchase of a generator for the Community Response Team. The letter also requested information relating to the power services at the Katikati Library and Service Centre to ensure that the service centre power source would match emergency service requirements as and when needed.

Yellow Hatch Lines – Beach Road and State Highway 2 Intersection

The Board was advised that the yellow hatch lines at the intersection of Beach Road and State Highway 2 were faded, hard to see and needed re-painting.

A service request would be instigated for this item.

Main Street Pedestrian Crossing Timing

In reply to a query about the timing of the pedestrian crossing lights on Main Street, the Board advised that the crossing timing was monitored and responded to in relation to traffic frequency and volumes.

In response to a question asked for a all weather shelter on either side of the Main Street pedestrian crossing, the Board advised that any shelter would inhibit traffic sight lines and cause footpath congestion and would not be permitted by the New Zealand Transport Agency.

Kerbside Rubbish Charges

George Van Dyke advised the Board that as a matter of interest he had looked back at rubbish collection charges and established that rubbish collection contractor JJ Richards had not increased their bin collection prices in 10 years.

Dave Hume Pool Trust

Anne Billing spoke on behalf of the Dave Hume Pool Trust and voiced frustration for the amount of time it had taken to receive a report from the Reserves and Facilities Asset Manager relating to options for forward planning for the Dave Hume Pool. Anne also noted the following:

- The Dave Hume Pool was an integral facility for the community and was run by a dedicated group of volunteers and committed trust members.
- The pool was over 50 years old and no longer fit for purpose and trust members had worked many hours to keep the pool running.
- The Spaces and Places Report had suggested that there needed to be four new swimming pools in the overall district.
- In June 2018 the Dave Hume Pool Trust members made a presentation to the Katikati Community Board about a proposed aquatic centre in Katikati. Trust members had met with the Reserves and Facilities team members in October 2018 and had been advised that a feasibility brief would be forwarded to them by November 2018. A feasibility tender report had been received two weeks ago and the length of time taken to receive this report had been extremely frustrating.

The Board advised that they would discuss this item at their next workshop.

Upgrade of Main Street Playground by the Arts Junction

Jacqui Knight from Katch Katikati and the Arts Junction spoke to the Board about a concept for some new playground equipment in the playground on Main Street between the Heritage Museum and the Katikati Arts Junction.

Renewal of the playground equipment had been programmed in the planned playground upgrade works to be undertaken later this year. The Reserves and Facilities Manager had advised Ms Knight that she needed to provide further quotes for the specific equipment shown in the playground concept plan.

The Board congratulated Ms Knight on the avocado themed playground concept and advised that they would further discuss this item at their next workshop. Ms Knight would provide the required quotes to the Board Chairperson as soon as they were available.

Katikati Arts Junction Cinema Programme

Jacqui Knight advised the Board of the opening night at the local Arts Junction Cinema on 20 May 2019 and tabled a programme of movies to be shown over the next few months.

The Board congratulated those volunteers who had worked hard to see the cinema now operating for the community.

Resolved: Member Hobbs / Councillor Mackay

THAT the meeting be re-convened in formal session at 7.26 pm

K20.1

Presentations

a) SuperGrans:

The Board received the presentation from Anita Rapson representing the Katikati SuperGrans who spoke about the work of the SuperGrans Volunteer Group. She highlighted that:

- SuperGrans was a national organisation who shared life skills and experience.
- SuperGrans Western Bay was established in 2017 and was based in Katikati.
- Mentors were trained and matched to individuals, groups or families who may benefit from the guidance and support of a SuperGran in their daily lives.
- SuperGrans facilitated workshops that covered a wide range of topics from mentoring and teaching, sharing skills relating to growing food, wise shopping, craft work, cooking, preparing for employment etc.

It was noted that not all SuperGrans were female or an older person but were people who had life experience to share and skills to pass on.

The Chairperson and Board members acknowledged the work and dedication of the Katikati SuperGrans who had a very positive influence in Katikati.

Bay of Plenty Regional Council E.coli Investigation – Uretara Stream Health

The Board received a presentation from Braden Rowson, Land Management Officer (Tauranga Catchments) Bay of Plenty Regional Council Toi Moana, regarding the water quality of Uretara Stream. The Board was advised:

- Water Quality Monitoring that had been undertaken over the period 2012 to 2017.

- High average levels of E.coli measures over a period of time indicated the failure of specific areas of the stream.
- The swim ability of the Henry Road swimming hole had been failing over the last few summers.
- Bay of Plenty Regional Council Land Management staff had visited landowners with property adjoining the Uretara Stream router to highlight what was happening to the stream. Staff would continue to work with pastoral/agricultural/horticultural farmers to check what was coming off the land into the stream.
- Checks for bacteria and sediment were ongoing.
- Orchards using chicken manure were being checked to ensure any manure used met the required guidelines for manure production.
- Bird populations were also being monitored.

Board members questioned if the deterioration of the health of the stream had been known for a number of years why only now were action seen to be taken to monitor and rectify the situation.

The Land Management Officer advised that the 15 year data showed a clear pattern that the bacteria levels of the stream in the winter months was relatively low and increased over the summer period. The data was required to establish measurable patterns and these were monitored. He stressed that E.coli was not a bacteria that made a person sick but was an indicator of pathogens being present.

Board members stressed that the water quality of the stream was a community concern. There was particular concern around the increasing pest bird population in the district. The Canadian Geese population had markedly increased and there were reports of significant loss of grass due to their grazing and fouling of agriculture land.

Resolved: Member Hobbs / Councillor Williams

THAT the presentations from SuperGrans and Bay of Plenty Regional Council representatives be received.

K20.2

Minutes of Meeting No. K19 of the Katikati Community Board held on 27 March 2019

The Board considered the minutes of K19 of the Katikati Community Board held on 27 March 2019 as circulated with the agenda.

Resolved: Member Gibbs / Councillor Mackay

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.

K20.3 **Chairperson's Report**

The Board considered a report from the Chairperson dated 29 April 2019 as circulated with the agenda.

K20.3.1 **Submission to the 2019 Annual Plan**

The Board received a copy of their 2019 Annual Plan submission that had been presented by the Chairperson at the 'Have Your Say' meeting at Barkes Corner on 16 April 2019. The presentation stressed the lack of any kind of potential to build a bypass road around Katikati. This had a huge impact on the community and there had not been any opportunity for a conversation about the future of the town centre and there had been no real visionary planning for Katikati's future for the last 20 years. The Katikati Community Board had 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.

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 until roading infrastructure was in place.

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.

K20.3.2 **Presentation from New Zealand Transport Agency- NZTA Safe Roads - SH2 Waihi to Omokoroa Project Briefing**

Representatives from New Zealand Transport Agency (NZTA) Safe Roads were in attendance and supported a presentation on the SH2 – Waihi to Omokoroa Safety Improvements. Project Manager Alister McCaw spoke to the presentation and advised the following:

- The safety improvement work had been divided into ten sections with two separate contractor groups working on the safety improvements. One group would undertake work north of Katikati and the other would do the work south of Katikati.
- Road safety measures would include:
 - widening the road
 - installing wide centre line
 - installing safety barriers
 - making 26 intersections along the highway safer
- Contractors would try to maintain two open traffic lanes at all times during the safety improvement work.
- There would be an NZTA site office in Katikati township to enable residents to look at and ask questions about the safety improvement projects.

- In answering a question about the speed limit on the highway, the Board was advised that the overall speed limit on the highway would be reduced for the duration of the safety works.
- Overall national state highway speed limits were yet to be advised.

In the overall management of the safety improvement measures the project team was looking at more effective ways to:

- Determine "acceptable" delay times and manage these.
- Coordinate all activities within the corridor with all stakeholders (power, phone, utility services etc)
- Capture and disseminate customizable journey information.

The Board was advised that no funding had been approved for any bridge widening along the SH2 corridor route. The Chairperson reiterated that the volume of traffic travelling through the township continued to have a negative impact on the health, social, economic and overall wellbeing of everyday day life of the people who worked and lived in Katikati and the surrounding district.

The Chairperson thanked the NZTA Safe Roads project team members for the presentation. Their attendance was very much appreciated and the Board looked forward to seeing the safety improvements started and receiving future communications and updates from the Safe Roads team.

It was important to maintain focus on options for a future bypass, which was separate to the state highway safety improvements to be undertaken.

K20.3.3

Planting of Trees in New Subdivisions

The Board was aware that there were no trees planted in Maniaroa Drive by the subdivision 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 needed to understand 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.

The Group Manager Policy Planning and Regulatory Services advised that there were two main tools that governed the way subdivision design/development merged. One was by way of the District Plan that governed the rules and methods for urban design and the other was by the Infrastructure Code which was the engineering bible. There was a fine balance between good urban design to include amenity value and hard infrastructure.

Council was currently undertaking a significant project review of its entire policy of residential zoning, and this was where street trees sat. This was

a huge project and involved statutory process. The Community Board would be included as part of consultation to the overall strategy.

In the event where a developer had planted trees without consent –a blanket response could not be given at this time as it would depend on the specific subdivision consent given at the time of development.

K20.3.4 **Replacement of Bus Shelter - Killen Road**

The bus shelter on Killen Road Katikati became derelict and was removed months ago. It had not been replaced and with winter approaching the Community Board would like to see this done immediately. There were 10 kids catching the bus at this point daily and they needed shelter while they waited for the bus.

The Roding Engineer (West) will check with the Westlink contractors about the status of the bus shelter and report back to the Board.

K20.3.5 **Replacement of Public Bench Seat**

The Board advised that the public bench seat past the Uretara Bridge across the road from the Highfields subdivision by Twickenham House on the corner of Mulgan Street was damaged and needed to be replaced.

The Roding Engineer (West) advised that he would check with Westlink contractors and report back to the Board.

K20.3.6 **Community Facilities - Structure of Bookings and Future Events**

The Chairperson advised that there were concerns in the community about bookings for and the duplication of use of community spaces in Katikati. She would facilitate a workshop for those involved in the 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.

It was noted that the Katikati Action Centre was a community facility and representatives from this facility should be invited to the workshop.

The Chairperson offered to liaise with the Strategic Property Manager and the Customer Experience Manager, to set up a workshop time and venue.

K20.3.7 **Significant Council Processes - Community Engagement**

(a) Community Matching Fund - 2019

The Board was advised that the Community Matching Fund was available to Western Bay Community Groups. The 2019 Community Matching Fund applications opened on 29 April and closed on 29 May 2019.

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

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

Resolved: Members Hobbs / Warren

THAT the Katikati Community Board Chairperson's Report dated 29 April 2019 be received.

K20.4 **Councillor's Report**

The Board considered a report from Councillor Mackay dated 23 April 2019 as circulated with the agenda.

2019/20 Annual Plan 'Have Your Say' events

Councillor Mackay advised that the 'Have Your Say' events and overall public consultation process had been very successful and it was a credit to staff who had been involved in the overall process.

Katikati Bypass – Possible future options

Given recent publicity it was unlikely that a Katikati bypass route would be constructed soon. Councillor Mackay reiterated that \$200,000.00 had been allocated for a feasibility study to investigate an alternative road around Katikati and if the community wished to see the construction of a bypass in the foreseeable future, then the community needed to work with Council and consider options and initiatives for a viable plan.

Ward and District Development Trends

The Board was advised that statistics highlighted strong levels of subdivision activity with 568 new lots created in the nine months to 31 March 2019.

The number of residential and rural dwelling consents issued at 31 March 2019 was 289.

Future Changes to the Katikati-Waihi Beach Ward Boundary

In regard to the recent Local Government Commission decision, the Council's proposal for the retention of the existing three wards subject to the boundary alteration between the Katikati-Waihi Beach and Kaimai wards electing a total of 11 councillors had been approved.

Resolved: Councillors Mackay / Williams

THAT the report from Councillor Mackay dated 23 April 2019 be received.

K20.5

Community Board Grant Applications - May 2019

The Board considered a report from the Senior Governance Advisor dated 26 April 2019 as circulated with the agenda. The Board considered two Grant Applications from:

Te Runanga O Ngaitamawhariua

The Chairperson invited the attending organisers of the Te Runanga O Ngaitamawhariua Fun Day to be held on 17 July 2019 with a focus on rangatahi/youth. Over sixty exhibitors were to attend the event which would cover a wide range of activities and information items to advise what was available to the youth in the community.

The Board extended congratulations to the organisers of the event and acknowledged the background work that had been undertaken to bring this event to the community. The Board wished Te Runanga O Ngaitamawhariua every success for their event.

Christina Productions

The Board considered an application for funding from Christina Production for costs associated with the production of a publication of memoirs from the Sunday Scribblers Group.

Resolved: Members Warren / Mayo

1. *THAT the report from the Senior Governance Advisor dated 26 April 2019 titled Community Board Grant Applications – May 2019 be received.*
2. *THAT the Katikati Community Board approve the following grant to be funded from the Katikati Community Grants 2018/2019 account subject to all accountabilities being met:*

Te Runanga O Ngaitamawhariua Inc \$2,000

THAT the Katikati Community Board not approve the grant application from Christina Productions Incorporated.

K20.6 Infrastructure Services Report Katikati - May 2019

The Board considered a report from the Deputy Chief Executive dated 24 April 2019 as circulated with the agenda.

K20.6.1 Kauri Point Slip Repairs

The Board was advised of various aspects of the Kauri Point Slip Repair status. The Board was aware that local Kauri Point residents needed to be informed on what was happening in regard to the remediation of various slip sites at Kauri Point. While some information was available on the Council Website not all residents had access to this media.

The Board asked that representatives of the Kauri Point Residents and Ratepayers Association be given regular updates and they would in turn inform their fellow residents about the on going repairs remediation work at Kauri Point.

The Board thanked Councillor Marshall for the liaison work he had undertaken for the affected residents.

K20.6.2 Katikati Bypass Update

The Board noted that within the current Annual Plan process Council would deliberate future funding options for the review of a bypass to be undertaken as a local road.

The Board looked forward to updates on this item.

K20.6.3 Kotahi Lane

The Roding Engineer (West) advised that work on Kotahi Lane had been programmed.

K20.6.4 Middlebrook Drive Bus Shelter

Discussions with the bus shelter manufacturer and associated suppliers were underway for the bus shelter to be installed in the near future.

K20.6.5 Earl Drive Loading and Parking Restructure

The Roding Engineer (West) advised that design options for the proposed Earl Drive loading and parking restructure had commenced.

K20.6.6 Uretara Steam Water Quality

The Board requested that the Bay of Plenty Regional Council monitoring and management of the Uretara Stream be reported back to the Board on a regular basis.

K20.6.7 Historic Cricket Pavilion - Minute Action Reference K19 15 5.7

The Board noted that a contractor would be engaged to undertake maintenance on this building.

The Board stressed that it was crucially important that the historical aspects of the building be preserved and protected when the maintenance on the Historic Cricket pavilion work was undertaken. The Reserves and Facilities Asset Manager would be advised of this request.

Resolved: Member Gibbs / Councillor Mackay

THAT the Deputy Chief Executive Officer's Report dated 24 April 2019 and titled Infrastructure Services Report Katikati May 2019 be received.

K20.7 Financial Report Katikati - March 2019

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

Resolved: Member Hobbs / Councillor Williams

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

K20.8 Council, Standing Committee and Community Board Meetings

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

Resolved: Member Hobbs / Councillor Mackay

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

The meeting concluded at 9.33 pm.

Confirmed as a true and correct record.

J Hobbs
Chairperson
Katikati Community Board

Date

K20

Western Bay of Plenty District Council

Katikati Community Board

Chairperson's Report – June 2019

1. **Pioneers Wetland Boardwalk Project**

This collaborative community project, between Katikati Taiao as the fund holder, Katikati Open Air Art, Uretara Estuary Managers and Western Bay of Plenty District Council Utilities Department, is well underway with the infrastructure construction completed by Fotheringhames and a community weeding bee by 15 local residents clearing the site of weeds ready for planting. The Corrections Department was involved in the initial clean-up and it is envisaged they will provide a regular maintenance service to the area ongoing.

The project team is working with the Utilities Manager to procure the list of plants from the planting plan with the cost coming in at \$1825.97. Once plants arrive volunteers will plant the area and oversee the ongoing maintenance whilst Council will own and maintain the boardwalk. The total cost of the project is \$67901 with grants, donations and contributions from TECT, Western Bay of Plenty District Council Matching Fund, Lion Foundation, Katikati Open Air Art and a Community Give-a-little page totalling \$59,927.50 leaving a funding gap of almost \$8000. Would the Community Board consider making some funding available to assist with the cost of the plants?

2. **Generator for Katikati Community Response Team**

At the last meeting Eris Boyack presented to the Board on her concerns regarding the purchase and siting of a generator at Te Pātuki Manawa for use by the Community Response Team during a Civil Defence Emergency. Deputy CE Gary Allis has advised that in an emergency during the hours of darkness it would not be best practice for the Community Response Team to be moving around the town and attempting to setup at the Te Pātuki Manawa Hub and that a centralised response and assessment would take place from the Civil Defence Headquarters. Deputy Chief Executive Officer suggested the Katikati Fire Station may be interested in working with the Community Response Team to store a generator and commit to delivering it with the fuel supply to Pātuki Manawa in the event it is required.

3. **Killen Road Bus Shelter**

I have made enquiries at TotalSpan Sheds however I think they no longer have the Undercover Bus Shelter programme running.

Staff have advised the bus shelter was not a Council asset and therefore is not responsible for replacement costs. The Killen Road families are encouraged to get together to make a plan to replace the shelter and Council Roding Engineer West indicated he would work with the families on the installation and assist with the concrete slab base.

4. Council Communications to Community Groups managing projects in Katikati

I raised the issue with the Chief Executive Officer of Community Groups feeling let down by Council staff when communication, reporting and construction deadlines were not met. I personally feel that volunteers managing projects in partnership with Council spend many unpaid hours for the benefit of the community and feel disrespected when deadlines promised by staff, who are paid for their contribution/part in projects, are ignored or considerably extended. It was acknowledged that there have been occasions when deadlines have not been met and that it is understood that this creates additional burden on community volunteer hours in follow-ups and meetings, and that staff will try to provide better and more timely communications to these groups going forward.

Staff also comment that managing community expectations through understanding the planning and budgeting process is vital, so community expectations are based on what is possible through the Annual and Long Term Plan and funding allocation process.

5. Town Centre Play Ground

Board members support Katch Katikati in their work to investigate, procure and install a new themed playground (possibly Avocado Capital of NZ theme) as per the funding available in the Katikati Waihi Beach Reserves Management Plan. The Board suggests that if the preferred concept is outside the available budget, Katch Katikati could investigate possible sponsorship from local Avocado Industry organisations. As Community Board Chair I have offered my support to Katch Katikati in making these approaches.

6. Long Term and Annual Plan Committee Recommendations

I would like to acknowledge the Annual Plan proposals included in the Long Term and Annual Plan Committee Minutes of 28 May 2019 for recommendations that particularly relate to Katikati being \$200,000 for Bypass Local Road investigation, \$200,000 for Town Centre Refresh and \$40,000 for Urban Design Study.

The Long Term and Annual Plan recommendations will be put forward to Council for adoption on 26 June 2019.

Recommendation

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

Jenny Hobbs
Chairperson
Katikati Community Board

Western Bay of Plenty District Council

Katikati Community Board

Councillors Report – June 2019

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

- **Council risk profiles reviewed every 3 months**
- **Waiari water supply**
- **TECT Park awards and upgrades**
- **Permanent closure of right turn from SH2 into Te Puna Station Road**
- **Waihi to Omokoroa SH2 upgrades**
 - 19/20 Trig Road to Mathers Road
 - Wharawhara to Sharp Road
 - 20/21 Wainui South Road to Esdale Road
 - Kauri Point Road to Lindemann Road

Mike Williams
Councillor
Katikati Community Board

Western Bay of Plenty District Council

Katikati Community Board

Infrastructure Services Report Katikati June 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 28 May 2019 and titled Infrastructure Services Report Katikati June 2019 be received.***
2. ***THAT the Earl Drive Upgrading project at an estimated cost of \$367,000 proceed funded from:***
 - ***Katikati Community Roading \$330,000***
 - ***WestLink Contract Allocation \$ 37,000***



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.aspx>

All bookings are now made through www.eventfinda.co.nz

1.3 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 early June.

1.4 Highfields Pond

There is no update on Highfields Pond for this month as the project will commence in the new Financial Year.

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

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

There has been no significant change since previous report: Minor repairs are being undertaken 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. 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 for April

- Preparation of Assessment of Environmental Effects (AEE) 95% complete - Awaiting feedback from Iwi to complete cultural affects assessment
- Liaison with Brigid Gallagher for archaeology assessment (MishMish). Draft report received 6.05.19
- Variation for stormwater design approved
- Completed consent level stormwater design

Planned works for May

- Finalise AEE and lodge for consent - Planning for 8 May 2019 pending feedback from Iwi.
- Commence detailed design works

Programme

- Approximately a week behind programme as additional time has been spent investigating stormwater disposal options and waiting for feedback from Iwi groups. (TC met with Tiki on-site today and he has given his approval of the works)
- Detailed design work can commence following consent lodgement (8 weeks). Could potentially start designing some aspects during the consent processing time to bring programme forward.
- Depending on tender period, post tender negotiations and approval for winter earthworks, physical works could commence in September.

Risks / Opportunities

- Risk of delays to consenting due to Iwi Consultation. BOPRC may request additional Iwi groups are consulted with.
- 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

Work on a draft scheme for the proposed new Hot Springs Road cemetery near Sapphire Springs is progressing with further geotechnical works and analysis progressing.

3.0 Strategic Property

There is no update for this month.

4.0 Projects

There is no update for this month.

5.0 Emergency Management

5.1 Katikati

The Community Response Plan was completed in Quarter 2.

EMBOP is awaiting confirmation from the Community Response Team on how they want to promote the team and their plan.

The Community Response Team meeting to be conducted in August.

5.2 Omokoroa

The Community Response Team is finalising the update of their plan. EMBOP is awaiting confirmation that their plan is finalised.

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.

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.

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 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. The owners of Cherry Lane have been notified and approved this felling as have the adjacent retailers. Works are scheduled to be undertaken prior to 8 June.

6.3 Henry Road

The Henry Road footpath with kerb and channel project is currently underway and expected to be completed by mid to late June.

6.4 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. A supplier has now been instructed to manufacture the shelter and Westlink have been instructed to form the concrete floor slab.

6.5 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 option of the truck waiting bay on the northern side of Earl Drive being agreed and approved by the Community Board. Costings were received from WestLink in the order of \$367,000. However, WestLink have confirmed they happy to offer to construct the Kerb & Channel and footpath using the Council Contract lump sum quantity. This will reduce the price by \$37,000 to \$330k. Currently awaiting resolution by the Katikati Community Board for funding.

Processing with the Earl Drive upgrading will fully commit the 2019/20 Community Roading Budget and commit part of the 2020/21 budget.

6.6 Priority Roading List

Priority	Project	Comments	Costings
1	Henry Road Footpath	2.5m wide footpath with kerb and channel from SH2 Main Road to cycle link – under construction.	Estimated cost: \$135,000
2	Middlebrook Drive Bus Shelter	Park and Ride Bus shelter, to be located in the boundary of Moore Park - construction arranged.	Estimated cost: \$25,000
3	Earl Drive Loading and Parking review	Review of Vehicle parking, truck standing, Footpath and kerb & channel along Earl Drive, subject to Community Board approval.	Received costings: \$367,000

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 Roading Account		Project Cost \$	Other Funding NZTA Funding MIP LC/LR \$ External	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	
Forecasted Current Account Closing Balance 30 June 2019				232,561	
Committed Projects (for 2018/19/20)					
	Priority				
Henry Road Footpath with Kerb & Channel 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	367,000	37,000	330,000	Parking footpath, kerb & channel
Total Project Cost		527,000			
Closing Balance				(257,439)	
Plus 2019/20 Allocation				162,442	
2019/20 Estimated Closing Balance				(94,997)	

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

28 May 2019: The Resource Consent is being finalised ready for submission to Bay of Plenty Regional Council.

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	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>27 May 2019: Staff are considering legal advice on the statutory options.</p> <p>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.</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"> • 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>

The outcome of Council's decision will be reported back to the Board, with updates as reported in the Council Minute Action Sheet.

Staff have supported the Board's recommendation on the basis that initial discussions be held with Matamata – Piako District Council, Department of Conservation and Tangata whenua to ascertain their respective views prior to engaging with the adjoining land owners and the general public.

There are implications to the process and the detailed investigation is expected to take some months.

16 April 2018: A report on the change of designation process has been completed.

28 Feb 2018: Staff have prioritised the report to go to the next Community Board meeting.

17 January 2018: No change.

7 Nov 2017: The report has been delayed due to the current staff workload.

13 Sept 2017: The report is in the process of being prepared.

15 August 2017: A report will be provided to the Community Board once the background information has been gathered on the process to change Thompson's Track unformed road to reserve. Note that this process will require consultation.

KATIKATI COMMUNITY BOARD 6/06/2018

Remit Title **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 **27 May 2019: The equipment will be installed by the Pakeke Lions Club as soon as it arrives.**

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.

The yellow dot on the aerial map overleaf identifies the location as does the picture overleaf.

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.

An article will be placed in the Katikati Advertiser to promote the new equipment.

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.

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.

24 Sept 2018: Council are still considering the proposal through the Reserve Management Plan review process.

16 August 2018: Council will consider the proposal through the Reserve Management Plan review process.

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. 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.



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 **27 May 2019: A compulsory site meeting was held with potential contractors on 10 May 2019.**

As a result of questions raised, revised specifications and drawings have been produced. This has caused a time extension to the tender process, which now closes on 12 June 2019.

In the meantime, vegetation spraying and removal of another shelter belt has been undertaken in readiness for earthworks.

The commencement of the earthworks is dependent on approval of a winter earthworks consent from BOPRC.

A meeting between staff and the KKSRC representatives is being arranged regarding the final field plans and the proposed building.

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 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.

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 surveyed 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 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

27 May 2019: As 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 and therefore this MAS won't be updated until then.

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	Yeoman Walkway to Park Road Reserve - Walkway/Cycleway Status Update
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 **27 May 2019: During the 2019/20 Annual Plan process, Council has agreed to fund the \$50k from the existing cycleway budgets. This funding will be available on 1 July 2019 onwards. In the meantime, planning is underway for the design of the retaining wall.**

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

23 May 2019: A purchase order has been issued for Council's portion of the signage.

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 **Improvements to the Footpath in Katikati Town Centre SH2**

Remit Number K1819 3.5

Owner GM1

Status COMPLETE

Complete Date 27 May 2019

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 **27 May 2019: NZTA attended the May Community Board Meeting and gave a briefing on the safety Works.**

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.

4 March 2019: Alister McCaw of SafeRoads has been invited to attend the Katikati Community Board meeting on 27 March 2019.

Unfortunately Mr McCaw is not able to attend the Board meeting.

NZTA currently has no funding allocated for the Katikati interim works.

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 Roding 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 Roding Engineer (West) for the work he had undertaken on this item.

Actions

24 May 2019: Staff are currently waiting on the final design from WestLink.

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 **Carisbrooke Street**

Remit Number K1919 5.5

Owner RE2

Status COMPLETE

Complete Date 24 May 2019

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 Roading Engineer (West) would provide advice on this item.

Actions

24 May 2019: Speeding is a Police issue. Should the speed limit be considered too high in this location it could be added to the Speed Limit Review Policy.

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

24 May 2019: Staff have determined that Downer do not currently have sufficient resources to undertake repairs, therefore staff are seeking an alternative contractor to fix the timber components. There is no completion date set at this stage but it is hoped that it will be completed by this coming summer.

Once any required timber repairs have been completed, staff will discuss input from a student helper with Katikati College to undertake the painting.

MAS K2019 6.7:

Comments from the Board about preserving and protecting the Cricket Pavilion building is noted.

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.

KATIKATI COMMUNITY BOARD 8/05/2019

Remit Title **Presentation from New Zealand Transport Agency- NZTA Safe Roads - SH2 Waihi to Omokoroa Project Briefing**

Remit Number K2019 3.2

Owner GM1

Status COMPLETE

Complete Date 27 May 2019

Confidential

Resolution Representatives from New Zealand Transport Agency (NZTA) Safe Roads were in attendance and supported a presentation on the SH2 - Waihi to Omokoroa Safety Improvements. Project Manager Alister McCaw spoke to the presentation and advised the following:

The safety improvement work had been divided into ten sections with two separate contractor groups working on the safety improvements. One group would undertake work north of Katikati and the other would do the work south of Katikati.

- Road safety measures would include:
 - widening the road
 - installing wide centre line
 - installing safety barriers
 - making 26 intersections along the highway safer
- Contractors would try to maintain two open traffic lanes at all times during the safety improvement work.
- There would be an NZTA site office in Katikati township to enable residents to look at and ask questions about the safety improvement projects.
- In answering a question about the speed limit on the highway, the Board was advised that the overall speed limit on the highway would be reduced for the duration of the safety works.
- Overall national state highway speed limits were yet to be advised.

In the overall management of the safety improvement measures the project team was looking at more effective ways to:

- Determine "acceptable" delay times and manage these.
- Co-ordinate all activities within the corridor with all stakeholders(power, phone, utility services etc)
- Capture and disseminate customizable journey information.

The Board was advised that no funding had been approved for any bridge widening along the SH2 corridor route. The Chairperson reiterated that the volume of traffic travelling through the township continued to have a negative impact on the health, social, economic and overall wellbeing of everyday day life of the people who worked and lived in Katikati and the surrounding district.

The Chairperson thanked the NZTA Safe Roads project team members for the presentation. Their attendance was very much appreciated and the Board looked forward to seeing the safety improvements started and receiving future communications and updates from the Safe Roads team.

It was important to maintain focus on options for a future bypass, which was separate to the state highway safety improvements to be undertaken.

Actions

27 May 2019: The Board's comments are noted. Council staff are part of the Project Control Group.

KATIKATI COMMUNITY BOARD 8/05/2019

Remit Title **Replacement of Bus Shelter - Killen Road**

Remit Number K2019 3.4

Owner RE2

Status COMPLETE

Complete Date 24 May 2019

Confidential

Resolution The bus shelter on Killen Road Katikati became derelict and was removed months ago. It had not been replaced and with winter approaching the Community Board would like to see this done immediately. There were 10 kids catching the bus at this point daily and they needed shelter while they waited for the bus.

The Roding Engineer (West) will check with the Westlink contractors about the status of the bus shelter and report back to the Board.

Actions **24 May 2019: WestLink have advised that this bus shelter is not a Council asset, nor is it maintained by Council contractors.**

As a lump sum item, WestLink monitor only for graffiti and damage.

School bus shelters are not funded by Council.

The Community Board and the school may wish to find funding to from sources other than Council.

KATIKATI COMMUNITY BOARD 8/05/2019

Remit Title **Replacement of Public Bench Seat**

Remit Number K2019 3.5

Owner RE2

Status UNDER ACTION

Complete Date

Confidential

Resolution The Board advised that the public bench seat past the Uretara Bridge across the road from the Highfields subdivision by Twickenham House on the corner of Mulgan Street was damaged and needed to be replaced.

The Roading Engineer (West) advised that he would check with Westlink contractors and report back to the Board.

Actions **24 May 2019: WestLink are aware of the damaged bench seat and the repair has been programmed.**

KATIKATI COMMUNITY BOARD 8/05/2019

Remit Title **Community Facilities - Structure of Bookings and Future Events**

Remit Number K2019 3.6

Owner CSM – Customer Services Manager

Status UNDER ACTION

Complete Date

Confidential

Resolution The Chairperson advised that there were concerns in the community about bookings for and the duplication of use of community spaces in Katikati. She would facilitate a workshop for those involved in the 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.

It was noted that the Katikati Action Centre was a community facility and representatives from this facility should be invited to the workshop.

The Chairperson offered to liaise with the Customer Services Manager, to set up a workshop time and venue.

Actions

28 May 2019: Staff have recently provided an update to Councillors on the volume and type of use being made on Pataki Manana hub. The Customer Services Manager welcomes the opportunity to participate in a workshop.

KATIKATI COMMUNITY BOARD 8/05/2019

Remit Title **Kauri Point Slip Repairs**

Remit Number K2019 6.1

Owner GM1

Status COMPLETE

Complete Date 27 May 2019

Confidential

Resolution The Board was advised of various aspects of the Kauri Point Slip Repair status. The Board was aware that local Kauri Point residents needed to be informed on what was happening in regard to the remediation of various slip sites at Kauri Point. While some information was available on the Council Website not all residents had access to this media.

The Board asked that representatives of the Kauri Point Residents and Ratepayers Association be given regular updates and they would in turn inform their fellow residents about the on going repairs remediation work at Kauri Point.

The Board thanked Councillor Marshall for the liaison work he had undertaken for the affected residents.

Actions **27 May 2019: The updates to the Kauri Point Residents and Ratepayers' Association has been arranged.**

KATIKATI COMMUNITY BOARD 8/05/2019

Remit Title **Historic Cricket Pavilion - Minute Action Reference K19 15 5.7**

Remit Number K2019 6.7

Owner RFAM

Status COMPLETE

Complete Date 24 May 2019

Confidential

Resolution The Board noted that a contractor would be engaged to undertake maintenance on this building.

The Board stressed that it was crucially important that the historical aspects of the building be preserved and protected when the maintenance on the Historic Cricket pavilion work was undertaken. The Reserves and Facilities Asset Manager would be advised of this request.

Actions **24 May 2019: Comments from the Board about preserving and protecting the Cricket Pavilion building are noted.**

This MAS has been closed as it is reported in MAS K19 15 5.7.

Western Bay of Plenty District Council

Katikati Community Board

Financial Report Katikati – April 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 30 April 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
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

Western Bay of Plenty District Council Income and Expenditure Statement For the period ended 30 April 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	1,600	1,600	<input checked="" type="checkbox"/>	2,000	0
Contingency - [see breakdown below]	127	1,600	1,473	<input checked="" type="checkbox"/>	2,000	513
Grants	5,290	6,400	1,110	<input checked="" type="checkbox"/>	8,000	7,904
Mileage Allowance	522	1,600	1,078	<input checked="" type="checkbox"/>	2,000	1,067
Salaries	21,950	22,215	265	<input checked="" type="checkbox"/>	26,198	26,922
Security	2,437	5,148	2,711	<input checked="" type="checkbox"/>	6,500	755
Street Decoration	0	3,600	3,600	<input checked="" type="checkbox"/>	4,500	4,181
Inter Department Charges	29,376	29,376	0	<input checked="" type="checkbox"/>	39,169	39,168
Total Operating Costs	59,548	71,539	11,991	<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	59,548	71,539	11,991	<input checked="" type="checkbox"/>	90,367	73,469
Total Costs	59,548	71,539	11,991	<input checked="" type="checkbox"/>	90,367	73,469
Income						
Rate Income	77,167	75,310	1,857	<input checked="" type="checkbox"/>	90,367	88,808
Total Direct Income	77,167	75,310	1,857	<input checked="" type="checkbox"/>	90,367	88,808
Net Cost of Service	17,620	3,771	13,849	<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**

JUNE 2019			
Meeting	Date	Time	Venue
Queen's Birthday - 3 June			
Council	6 June	9.30am	Chambers
District Plan Committee (Reconvening DP3 from 1 August 2018)	12 June	9.30am	Chambers
Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee	12 June	3.15pm	Chambers
Waihi Beach Community Board	17 June	6.30pm	Waihi Beach Community Board
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	Chambers
Regulatory Hearings Committee (Independent Commissioner Hearing)	1 July	9.30am	Chambers
Tauranga Moana/Te Arawa Ki Takutai Partnership Forum	25 June	10.00am	Chamber
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
JULY 2019			
Meeting	Date	Time	Venue
Regulatory Hearings Committee (Independent Commissioner Hearing)	1 & 2 July	9.30am	Chambers
Tauranga City Council Transport Committee	2 July	TBC	Tauranga City Council Chambers
Operations and Monitoring Committee	4 July	9.30am	Chambers
SmartGrowth Leadership Group	17 July	9.00am	Bay of Plenty Regional Council
Council	18 July	9.30am	Chambers
Rural Committee	23 July	9.30am	Chambers
District Plan Committee	24 July	9.30am	Chambers

District Plan Committee	25 July	9.30am	Chambers
Waihi Beach Community Board	29 July	6.30pm	Waihi Beach Community Board
Omokoroa Community Board	30 July	7.00pm	Omokoroa Community Church
Katikati Community Board	31 July	7.00pm	The Centre. Pātuki Manawa
AUGUST 2018			
Meeting	Date	Time	Venue
Community Committee	1 August	9.30am / 10.00am	TBC
Maketu Community Board	6 August	7.00pm	Maketu Community Centre
Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee	7 August	TBC	Chambers
Policy Committee	8 August	9.30am	Chambers
Te Puke Community Board	8 August	7.00pm	Te Puke Library and Service Centre
Public Transport Committee	9 August	TBC	TBC
Tauranga City Council Transport Committee	13 August	TBC	Tauranga City Council Chambers
Operations and Monitoring Committee	15 August	9.30am	Chambers
Joint Road Safety Committee	20 August	10.00am	Chambers
Tauranga Moana/Te Arawa Ki Takutai Partnership Forum	27 August	10.00am	Chamber
Council	29 August	9.30am	Chambers