

Western Bay of Plenty District Council

Minutes of Meeting No. K21 of the Katikati Community Board held on 19 June 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

K Perumal (Group Manager Finance and Technology Services), A Hall (Roading Engineer West) and A Alty (Senior Governance Advisor)

Others

Five members of the Public

Allan Sole (Chairperson of the Waihi Beach Community Board) and Paula Gaelic (Manager of the Western Bay Heritage Museum)

Apologies

An apology for absence was received from Councillor Mackay.

Resolved: Councillor Williams / Member Gibbs

THAT the apology for absence from Councillor Mackay be accepted.

Declaration of Interest

Members were 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.

The Chairperson enquired if any members wished to disclose an interest in any items on the agenda.

There were no declarations of interest received for any items on the agenda.

Public Forum

Resolved: Members Hobbs / Mayo

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

Uretara Stream Esplanade Reserve Restoration Plan

Andrew Jenks presented an update on the stream restoration plan that would provide a practical and cost-effective framework for the control of rapidly spreading invasive weeds along the banks of the Uretara Stream and the subsequent restoration of the stream margins between the State Highway 2 Bridge and Henry Road Katikati.

The project would have significant positive impact to the Uretara Stream environment improvements noticeably to the:

- Habitat for native terrestrial and aquatic wildlife greatly enlarged and improved
- Inanga spawning sites
- Stream bank erosion and reduction of sedimentation
- Water quality and clarity
- Reconnection of Ecological corridors
- Reduction of proliferation of invasive weeds
- Transformation of the overall walkway area
- River views for nearby residents
- Easier implementation of long term management and maintenance of environmental and ecological area.

The improvement work for the Uretara Stream would be undertaken as a staged project in liaison with Council Reserves and Facilities staff. Board members thanked Mr Jenks for the report.

Representative Review Decision

Christina Humphries

Ms Humphries stated that she had come to see how the Community Board operated. She questioned the Chairperson and the Deputy Chairperson how they could still be holding a position on the Katikati Community Board when they had voted against community boards in the recent representation review. She stated that in her opinion the Board should be more proactive in the community and nothing would change unless there was action taken to that effect.

Ms Humphries referred to guidelines from the Thames Coromandel District Council that suggested that Community Boards should have:

- Meaningful delegations
- Adequate financial resourcing
- Dedicated support
- Effective communication mechanisms.

Ms Humphries also referred the remuneration of Community Boards and was advised that this was set by the Remuneration Authority not the Board.

The Deputy Chairperson of the Katikati Community Board replied that he had not voted against Community Boards, but wanted to see better representation that would give empowerment to the community for more input and response on community issues. He

noted that the implication that members of the Community Board were not working for their community was offensive.

Te Ruananga O Ngaitamawhariua

As spokesperson for Te Ruananga O Ngaitamawhariua youth fun day to be held on 17 July 2019 Anne Billing invited members of the Community Board and the public to participate and volunteer for the event by assisting with the set-up and take-down process on the 17th July 2019.

New Zealand Community Board Executive Committee (NZCBEC) – Zone Two

As a representative on New Zealand Community Board Executive Committee (NZCBEC) Allan Sole provided an outline of recent Zone Two discussions that were working through the varying degrees of delegations to Community Boards throughout the country.

He noted that there was a definite theme throughout the country to give more delegation and autonomy to Community Boards. There was also a definite push from at a national level for Councils to take on a greater amount of governance issues.

Resolved: Member Hobbs / Warren

THAT the meeting be re-convened in formal session at 7.24 pm

K21.1 Presentation

The Board received the presentation from Paula Gaelic, Manager of the Western Bay Heritage Museum. She outlined the mission statement of the Western Bay Heritage Museum:

“To preserve, conserve, store and display the history, noteworthy items and stories of the Western Bay region while observing the obligations of the Treaty of Waitangi. The Museum had a commitment to nourish commemoration with a hands on approach to our education programmes.”

The entire team were Katikati Museum team was committed, dedicated and focussed on their vision to be the best small 21st century museum in New Zealand.

Ms Gaelic advised that 70 volunteers collectively contributed an average 500 hours of time per month and 25 volunteers were required each week to run the museum.

The volunteers all had varying skills from researchers, conservators, regional historians, administration managers and collection registrars. The educational programmes were growing and the museum was easily accessible to over 250 students to observe and participate in varying exhibitions

Various workshops had been held in liaison with the Te Papa National Services and were open to Museum volunteer staff, Community Archive

staff and staff from other historic venues in the Bay of Plenty along with Katikati College and Toi Ohomai and other interested groups.

In concluding her presentation Ms Gaelic thanked Council for their ongoing support and financial contribution which covered 30% of the annual operating expenses. The annual cost per rate payer across the district was \$3.30. There were local and national sponsorship/contributors and all the financial support enabled the museum to grow and develop. "It is the role and responsibility of us all to safeguard the past to secure our future." All the volunteers had immense pride in their work at the museum.

The Chairperson extended thanks to Ms Gaelic for her presentation and reiterated that all the people involved in the Western Bay Heritage Museum deserved huge accolades for providing a unique and special experience for all who visited the heritage museum in Katikati.

Resolved: Members Hobbs / Gibbs

THAT the presentation from the Manager of Western Bay of Heritage Museum be received.

K21.2

Minutes of Meeting No. K20 of the Katikati Community Board held on 8 May 2019

The Board considered the minutes of K20 of the Katikati Community Board held on 8 May 2019 as circulated with the agenda.

Resolved: Member Gibbs / Councillor Williams

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

The Board considered a report from the Chairperson dated 5 June 2019 as circulated with the agenda.

Declaration of Interest

At this point in the meeting it was noted that the Chairperson had not declared an interest in the following item.

It was clarified that if members had an interest (actual, potential, perceived, pecuniary or non pecuniary interest) in any item on the agenda, then they must declare this interest and refrain from discussing or voting on this item.

As a member of the Katikati Taiao the Chairperson declared an interest in the item relating to the Pioneers Wetland Boardwalk Project.

K21.3.1 **Pioneers Wetland Boardwalk Project**

The Chairperson provided an update on the 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, that was 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 had been involved in the initial clean-up and it was envisaged they would provide a regular maintenance service to the area.

The project team was working with the Utilities Manager to procure the list of plants from the planting plan with the cost of \$1,825.97. Once plants arrive volunteers would plant the area and oversee the ongoing maintenance and Council would own and maintain the boardwalk. The total cost of the project was \$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.

It was suggested that the request to the Community Board for some funding towards the costs of the plants be further discussed at the next Katikati Community Board workshop.

Resolved: Members Gibbs / Mayo

That this item lie on the table pending further discussion at the next Katikati Community Board workshop.

K21.3.2 **Generator for Katikati Community Response Team**

At the last Katikati Community Board meeting Eris Boyack presented 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 had 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 that 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 necessary fuel supply to Pātuki Manawa when required in an emergency event.

Members of the Katikati Community Response Team were to be advised of their responsibilities and the overarching authority of the Bay of Plenty

Regional Council/Western Bay of Plenty Civil Defence Management and the respective interactive responsibilities in an emergency situation. It was suggested that the Deputy Chief Executive Officer or the Strategic Property Manager meet with members of the Community Response Team to clarify this point.

K21.3.3 **Killen Road Bus Shelter**

Staff have advised the bus shelter on Killen Road was not a Council asset and therefore Council was not responsible for its replacement. The Killen Road families were encouraged to get together to make a plan to replace the shelter. The Roading Engineer West indicated he would work with the families on the installation and assist with the possible placement of a future bus shelter.

K21.3.4 **Council Communications to Community Groups managing projects in Katikati**

The Chairperson advised that at her meeting with the Chief Executive Officer she raised the issue that some Community Groups had felt let down by Council staff when communication, reporting and construction deadlines were not met. It was stressed that volunteers managing projects in partnership with Council spent many unpaid hours for the benefit of the community and felt disrespected when deadlines promised by staff, who were paid for their contribution/part in projects, were ignored or considerably extended. It was acknowledged that there had been occasions when deadlines had not been met and it was understood that this created additional burden on community volunteer hours in follow-ups and meetings. Staff would communicate better and provide timely updates to these groups going forward.

It had also been commented that managing community expectations through understanding the planning and budgeting process was vital, to ensure community expectations were based on what was possible through the Annual and Long Term Plan and funding allocation process.

It was suggested that a simple timeline/check list be developed so that all parties involved in Community Projects in liaison with Council would know of the expectations and deadlines involved in their specific project. A timeline/flow chart would assist community volunteer groups to understand the expectations and enable them to undertake other work associated with the notified timelines.

The development of the suggested timeline/check list would be discussed with the Chief Executive Officer.

K21.3.5 **Town Centre Play Ground**

As advised at the last Community Board meeting, members supported Katch Katikati in their investigative work to 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 suggested that if the preferred concept was outside the available budget, Katch Katikati could investigate possible sponsorship from local Avocado Industry organisations. The Community Board Chair had offered her support to Katch Katikati in making those approaches.

K21.3.6 **Long Term and Annual Plan Committee Recommendations**

The Chairperson acknowledged the Annual Plan proposals included in the Long Term and Annual Plan Committee Minutes of 28 May 2019 for recommendations to Council 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.

It was important to ensure that local consultation was undertaken in regard to future planning for the town centre refresh and urban design study. There was a common request from members of the Katikati community to move away from a black asphalt footpath re-dress. The Roading Engineer (West) advised that he was currently sourcing options and pricing for different footpath re-surfacing treatments.

Resolved: Members Hobbs / Mayo

THAT the Katikati Community Board Chairperson's Report dated 5 June 2019 be received.

K21.4 **Councillor's Report**

The Board considered a report from Councillor Williams dated 4 June 2019 as circulated with the agenda.

- 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

Resolved: Councillor Williams / Member Warren

THAT the report from Councillor Williams dated 4 June 2019 be received.

K21.5 Infrastructure Services Report Katikati - June 2019

The Board considered a report from the Deputy Chief Executive dated 28 May 2019 as circulated with the agenda.

K21.5.1 Earle Drive Loading and Parking Restructure

The Board was advised that costing for the option of a truck waiting bay on the northern side of Earle Drive had been received in the order of \$367,000. Westlink had confirmed that they were happy to construct the Kerb, Channel and footpath using the Council Contract lump sum quantity. This would reduce the price by \$37,000 to \$330,000. Progressing the Earle Drive upgrading would fully commit the 2019/20 Community Roding Budget and commit part of the 2020/21 budget.

The Board thanked the Roding Engineer (West) for the work he had done to bring the project to this point.

K21.5.2 Carisbrooke Street - Minute Action Reference K19.19 5.5

The Board asked that the installation of a pedestrian crossing just north of Jocelyn Street on Carisbrooke Street be investigated.

The Board would also like consideration to be given to lowering the speed limit on Carisbrooke Street in the immediate vicinity of the school.

K21.5.3 Historic Cricket Pavilion - Minute Action Reference K19 19 5.7

The Katikati Community Board asked if the Katikati Menz Shed could be approached to ascertain their interest and ability to undertake repairs to the historic Cricket Pavilion.

The Board stressed that it was important that the any repair and renovation work be undertaken in keeping with and preserving and protecting historic aspects of the building.

The Reserves and Facilities Asset Manager would be asked if the scope of Council's current asset management repair and maintenance contract allowed for local contractors to do the renovation work at the Historic Cricket Pavilion as required.

K21.5.4 Removal of Privet Tree

Board member Gibbs advised that there was a large privet tree near his church on Carisbrooke Street, that had been cut back from time to time over a number of years. He commented that if the tree was cut down/pulled out or poisoned in a manner that it would not regrow, it would be a saving on continuous maintenance that would not have resulted had the pest tree been removed in the correct manner in the first place.

Resolved: Member Mayo / Councillor Williams

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*

K21.6 Financial Report Katikati - April 2019

The Board considered a report from the Management Accountant dated 24 May 2019 as circulated with the agenda.

Resolved: Member Hobbs / Warren

THAT the Management Accountant's report dated 24 May 2019 and titled Financial Report Katikati April 2019 be received.

K21.7 Council, Standing Committee and Community Board Meetings

The Board considered a schedule of meetings for the months of June, July and August 2019.

Resolved: Member Mayo/ Councillor Williams

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

The meeting concluded at 8.42 pm

Confirmed as a true and correct record.

J Hobbs
Chairperson
Katikati Community Board

Date

K21