



MEETING — AGENDA —

Ngā Take

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Western Bay of Plenty
District Council

KATIKATI COMMUNITY BOARD

Poari Hapori

K22
Wednesday, 31 July 2019
The Centre Pātuki Manawa
7.00pm

Notice of Meeting No K22 Te Karere

Katikati Community Board Poari Hapori

Wednesday, 31 July 2019
The Centre. Pātuki Manawa
7.00pm

Members:

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

Media
Staff

Miriam Taris
Chief Executive Officer
Western Bay of Plenty District Council



Western Bay of Plenty
District Council

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

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Katikati Community Board

Mangai o Te Kaunihera

Role and Purpose of Community Boards

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

Delegated Functions

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

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

Or

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

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

Agenda for Meeting No. K22

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.

K22.1

Minutes of Meeting No. K21 of the Katikati Community Board held on 19 June 2019

6-15

A copy of the minutes are attached.

Recommendation

THAT the minutes of meeting no. K21 of the Katikati Community Board held on 19 June 2019 as circulated with the agenda, be confirmed as a true and accurate record.

K22.2 **Council Decisions on Recommendation from the Operations and Monitoring Committee – C E Miller Bequest** 16-23

Attached is a report from the Senior Governance Advisor dated 22 July 2019.

K22.3 **Chairperson’s Report** 24-28

Attached is a report from the Chairperson dated 15 July 2019.

K22.4 **Councillor’s Report** 29

Attached is a report from Councillor Mackay dated 18 July 2019.

K22.5 **Infrastructure Services Report Katikati – July 2019** 30-58

Attached is a report from the Deputy Chief Executive dated 8 July 2019.

K22.6 **Draft Financial Report Katikati – June 2019** 59-61

Attached is a report from the Management Accountant dated 11 July 2019.

K22.7 **Council, Standing Committee and Community Board Meetings** 62

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

Recommendation

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

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 Councillor 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 updated 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 Rooding Budget and commit part of the 2020/21 budget.

The Board thanked the Rooding 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

Western Bay of Plenty District Council

Katikati Community Board

Decision Report from Council - C E Miller Bequest

Executive Summary

The following is a decision adopted by Council based on the recommendation from the Operations and Monitoring Committee.

The report is provided for information purposes only.

A copy of the Recommendatory Report from the Operations and Monitoring Committee held on 4 July 2019 to the Council meeting held on 18 July 2019 is attached – **Attachment A**. A copy of the report presented to the Operations and Monitoring Committee on 4 July 2019 is also attached – **Attachment B**.

Remit from the Operations and Monitoring Committee – OP20 4 July 2019

C28.5 **Recommendatory Report from Operations and Monitoring Committee – C.E. Miller Estate Bequest**

Council considered a report from the Senior Governance Advisor dated 4 July 2019 as circulated with the agenda.

Resolved: Thwaites / Murray-Benge

1. *THAT the administration and distribution of the C.E. Miller Estate funds be delegated to the Katikati Community Board, with the proviso that any legal advice from Council is required to be taken into account.*
2. *THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.*

Recommendation

THAT the report of the Senior Governance Advisor dated 22 July 2019 titled Council Decisions on Committee Recommendations in regard to the C E Miller Bequest be received.


Aileen Alty
Senior Governance Advisor

Date 4 July 2019 Open Session
Subject Recommendatory Report from Operations and Monitoring Committee – C.E. Miller Estate Bequest

Western Bay of Plenty District Council

Council

Recommendatory Report from Operations & Monitoring Committee – C.E. Miller Estate Bequest

Summary

Council is required to consider the recommendations and resolve accordingly. The following options are available to Council and where appropriate the preferred option has been recommended.

Please note the following is a recommendation only.

The Council to resolve to:

- a. adopt as recommended
- b. to modify
- c. refer to another Committee
- d. to decline (giving reasons) and refer back to the Operations & Monitoring Committee.

Recommendation from the Operations and Monitoring Committee – 4 July 2019

OP20.5 **C.E. Miller Estate Bequest**

The Operations and Monitoring Committee considered a report from the Reserves and Facilities Manager dated 10 June 2019 as circulated with the agenda. The Reserves and Facilities Manager introduced the report.

Resolved: Mayor Webber / Mackay

1. *THAT the Reserves & Facilities Manager's report dated 10 June 2019 and titled C.E. Miller Estate Bequest be received.*
2. *THAT the report relates to an issue that is considered to be of low in terms of Council's Significance and Engagement Policy.*

3. *THAT the Operations and Monitoring Committee recommends to Council that the administration and distribution of the C.E. Miller Estate funds be delegated to the Katikati Community Board, with the proviso that any legal advice from Council is required to be taken into account.*

Staff Comments – Reserves and Facilities Manager

Staff have arranged for legal advice on the proposal to delegate the administration and distribution of the C.E. Miller Estate funds. It is intended that the delegations, subject to legal advice, would form part of the delegated functions specific to the Katikati Community Board and would come into effect in the new triennium after the 2019 Local Government elections.

1. Significance and Engagement

In terms of the Significance and Engagement Policy this decision is considered to be of low significance because the fund can only be utilised in Katikati for the benefit of Katikati residents, and given the actual dollar amount, there is unlikely to be a high level of community interest.

Recommendation

1. *THAT the administration and distribution of the C.E. Miller Estate funds be delegated to the Katikati Community Board, with the proviso that any legal advice from Council is required to be taken into account.*
2. *THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.*



Barbara Clarke
Senior Governance Advisor

Date: 10 June 2019
Subject: C.E. Miller Estate Bequest

Open Session

Western Bay of Plenty District Council

Operations and Monitoring Committee

C.E. Miller Estate Bequest

Purpose

To consider a recommendation to Council, to delegate the administration and distribution of the C.E. Miller Estate bequest funds to the Katikati Community Board, thereby allowing the local community to invest the funds for the intended purpose within the Katikati Community.

Recommendation

- 1. THAT the Reserves & Facilities Manager's report dated 10 June 2019 and titled C.E. Miller Estate Bequest be received.**
- 2. THAT the report relates to an issue that is considered to be of low in terms of Council's Significance and Engagement Policy.**
- 3. THAT the Operations and Monitoring Committee recommends to Council that the administration and distribution of the C.E. Miller Estate funds be delegated to the Katikati Community Board.**
- 4. That subject to resolution 3 above, the delegation includes either;**
 - a) The principle sum of \$9,763 plus accrued interest to date of \$6,245 (Total \$16,008) or;**
 - b) The accrued interest only (\$6,245) and future interest received.**



Peter Watson
Reserves & Facilities Manager

Approved



Gary Allis
Deputy Chief Executive Officer

1. Background

Miss Catherine Miller who lived in Katikati passed away on 15 June 2005. The Public Trust was the executor of Miss Miller's last Will. After making a number of bequests to her family and friends, she requested that half of the residual funds left over be given to Council to be used for the beautification of the Katikati township and the other half be distributed to the Katikati Open Air Art Incorporated for the same purpose.

6.3 To transfer the residue equally between **KATIKATI OPEN AIR ART INCORPORATED** and **THE WESTERN BAY OF PLENTY DISTRICT COUNCIL**. Without creating a binding trust, I request that the benefit which they receive be used for the beautification of the Katikati township.

Staff have recently received an inquiry as to how the fund can be accessed and used for its intended purpose.

It became evident that there was no set process and/or criteria to draw down from the fund.

On the basis that the fund can only be used in Katikati, staff are of the view that the fund should be administered by the Katikati Community Board, similar to the Board's Discretionary grants process.

Council's share of the residual amount available after all other aspects of the Will had been satisfied equated to **\$9,763** being the principle amount bequeathed.

Interest accrued to date is **\$6,245**, making a total amount available of **\$16,008**.

The 2017/18 Annual report (Chapter 3 - Notes to the Financial Statements, page 162), states that the following for CE Miller Estate;

"The interest on the capital of \$9,763 is available for the beatification of Katikati."

The above mentioned statement refers to spending of the interest, however, it is unclear as to the origins to the reference to only spending the interest.

Council when considering this report will need to determine if the principle amount is to be delegated, or only the interest earned component.

2. Significance and Engagement

In terms of the Significance and Engagement Policy this decision is considered to be of low significance because

3. Engagement, Consultation and Communication

- 3a. The CE Miller Estate is included in Council's Long Term Plan and annual plan, therefore has been subject to consultation through the review of these documents.

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication
Name of interested parties/groups	N/A
Tangata Whenua	N/A
General Public	N/A

4. Issues and Options Assessment

Option A	
<p>3. THAT the Operations and Monitoring Committee recommends to Council that the administration and distribution of the C.E. Miller Estate funds be delegated to the Katikati Community Board.</p> <p>4. THAT subject to resolution 3 above, the delegation includes either;</p> <p>a) The principle sum of \$9,763 plus accrued interest to date of \$6,245 (Total \$16,008) or;</p> <p>b) The accrued interest only (\$6,245) and future interest received.</p>	
Assessment of option for advantages and disadvantages taking a sustainable approach	The delegation of the administration of the fund would include both principle and accrued interest.
Costs (including present and future costs, direct, indirect and contingent costs) and cost effectiveness for households and businesses	Over time, the draw down of both the principle and accrued interest would diminish, however, there would be a corresponding benefit to the community with the funds having been spent on beautification of the Katikati township
Other implications	N/A

Option B	
<p>3. THAT the Operations and Monitoring Committee recommends to Council that the administration and distribution of the C.E. Miller Estate funds be delegated to the Katikati Community Board.</p> <p>4. THAT subject to resolution 3 above, the delegation includes either;</p> <p style="padding-left: 40px;"><i>a) The principle sum of \$9,763 plus accrued interest to date of \$6,245 (Total \$16,008) or;</i></p> <p style="padding-left: 40px;"><i>b) The accrued interest only (\$6,245) and future interest received.</i></p>	
Assessment of option for advantages and disadvantages taking a sustainable approach	The delegation of the administration of the fund would include accrued interest and future interest only. The lesser amount of funds may result in only smaller projects being completed.
Costs (including present and future costs, direct, indirect and contingent costs) and cost effectiveness for households and businesses	The principle would remain and the interest accrued would be spent. Option B, would mean that ongoing interest would be available for future beautification projects
Other implications	N/A

5. Statutory Compliance

Council has statutory powers under the Local Government Act 2002 to administer the CE Miller Estate.

6. Funding/Budget Implications

Budget Funding Information	Relevant Detail
CE Miller Estate	<p>Council's share of the residual amount available after all other aspects of the Will had been satisfied equated to \$9,763 being the principle amount bequeathed.</p> <p>Interest accrued to date is \$6,245, making a total amount available of \$16,008.</p> <p>If the fund is delegated to the Katikati Community Board, the annual interest accrued would sit in the Community Board's account, therefore the benefit would not be lost to the Katikati community.</p> <p>The funds are restricted in use to the purpose of beautification projects within the Katikati township. There is no specific criteria identifying what a 'Beautification project' is. It is recommend that the Community Board due diligence and discretion when determining and allocating the use of the fund.</p>

Western Bay of Plenty District Council

Katikati Community Board

Chairperson's Report – July 2019

1. **Pioneers Wetland Boardwalk Project**

Declaration of Interest

As a member of the Katikati Taiao I declare an interest in this item and will take no part in any discussion or voting thereon.

At the last Katikati Community Board meeting it was resolved that this item lie on the table pending further discussion at the next Katikati Community Board Workshop.

I have again included a summary of 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 is 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 will plant the area and oversee the ongoing maintenance and 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, Katikati Lions Club and a Community Give-a-little page totalling \$60,927.50 leaving a funding gap of almost \$7000.

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.

2. Bird Walk Erosion

It is advised under the Minute Action Report (Attachment A to the Infrastructure Services Report) that Resource Consent is being finalised for submission to Bay of Plenty Regional Council.

It is important that work to alleviate the continuing erosion be undertaken as soon as possible to achieve the long term vision for the area and to enhance present bird life and future habitat environs.

3. Historic Cricket Pavilion

The Katikati MenzShed have expressed an interest in undertaking some of the renovation/repair work.

It is advised under the Minute Action Report (Attachment A to the Infrastructure Services Report) that staff would make enquiries with the Katikati MenzShed as to their capability to undertake the pavilion building repairs and painting.

The Strategic Property Manager will liaise with the Reserves and Facilities Asset Manager regarding this item.

The Community Board emphasises that any repairs and maintenance must be in keeping with the era of the building and its historic significance to the township.

4. Freedom Camping Option

It has been suggested that Council liaise with the New Zealand Motor Caravan Association (NZMCA) to facilitate setting up a camping site (similar to the very successful site at Waihi Beach) at Tuapiro Point as a partner venture between Council and the NZMCA.

5. Improvements to the Lindemann Lookout and immediate surround area

Over recent years I have submitted a number of Service Requests to have the area surrounding the Lindemann Lookout mown and generally tidied.

A rubbish bin that was thrown down the bank in 2017 and this and other accumulated rubbish is still laying about. The area is never maintained on a regular basis and it is very disappointing that the lookout that provides such a magnificent vista of the Western Bay is immediately surrounded by such a rough and untidy section of land.

Could the adjoining landowners be approached to see if they would lease the ground area around the lookout for grazing stock at a nominal \$1 per year lease?

6. C E Miller Estate

Council have passed the administration of this bequest to the Katikati Community Board to be specifically used for the beautification of the Katikati township. The locally-led Uretara Stream Esplanade Reserve Restoration Plan supported by Council Parks and Reserves staff and Uretara Estuary Managers will be undertaken in stages and will have a transformational impact on the natural beauty of the town centre therefore

7. Outgoing Chairs Comments

It has been my absolute privilege to serve Katikati community as an elected member of Western Bay of Plenty District Council for the last 6 years, and particularly as Chair of the Community Board for the last 3 years, however I won't be standing for the Community Board in the coming election.

There are many initiatives and projects I am very proud to have been part of, and a few little disappointments throughout the 6 years, most notably the way some people are only too happy to be an armchair critic without ever having spoken to those at the coal face to get the accurate story.

I feel strongly that the Western Bay of Plenty District Council would be enhanced with a Maori Ward seat and, given decisions are made by majority vote, one Maori voice at the table will only add richness to the debate, as it has for the Bay of Plenty Regional Council. I am also convinced that a different form of representation at the community level would serve residents well, and that a less formal Community Committee made up of elected Councillors plus individuals from the community with an interest in the planned topic or initiative would result in more people engaged with Council in a more productive way and the right people around the table more often, resulting in better community outcomes, so maybe in 6 years time when the Western Bay of Plenty District Council Representation Review occurs next these changes will be supported.

This Board has improved Katikati roading with three important projects in Fairview, Stewart and Henry Roads and the commitment to upgrade Earl Drive later this year. I have been involved in the Town Centre upgrade since 2013 including Memorial Square, the Fire Station conversion to Western Bay Museum, Cherry Court upgrade and the biggest and most exciting infrastructure project on my watch, the new library and community hub - Pātuki Manawa - which was planned for 20 years and will serve the community well for the next 50 years plus - good infrastructure

is so important in a growing community and one of the most important enablers for a resilient and connected community.

I also congratulate the Memorial Hall committee, Katch Katikati, Western Bay Museum and Katikati Community Centre on their work to provide exceptional facilities and experiences for locals and visitors alike.

The Community Board along with Katch Katikati has advocated long and hard for funds to review the 2010 Town Centre Plan and upgrade the footpaths in the absence of a bypass, and recently Council showed they have listened by allocating \$200K for a footpath upgrade and \$40K for a review of the Town Centre Plan, along with \$200K brought forward for a comprehensive study on the feasibility of Council building a Katikati bypass as a local road, all very good news indeed.

The Community Board supported Katikati Taiao (EnviroKatikati Charitable Trust) in their negotiations with the Department of Internal Affairs (DIA) for a 5 year support and funding partnership in the Community-led Development Programme (CLDP) and as a Katikati Taiao Trustee I am delighted that the Katikati community will now have this opportunity for local people to lead aspirational local initiatives that benefit the wider community. Five themes, identified by locals, came out of the community research project "Katikati Hearts and Minds" conducted by Katikati Taiao over the last year (in Katikati and involving hundreds of residents)- Service to Community, Youth Well-being, Mana Whenua, Intercultural Connection and Relationship with Taiao (natural environment). In partnership with central government the Katikati community can use the action plan from the research, which will be available to the public soon, as a springboard for locally-led projects particularly involving youth, education and work and career pathways, but any project supported by and benefitting many can be considered.

I announce it is my intention to stand in the upcoming election for the Bay of Plenty Regional Council. I am passionate about localism and how locals can inform the very best community-led initiatives, for the people and the environment. I have served a good apprenticeship with Western Bay District Council and EnviroKatikati Charitable Trust and know local government processes and community development practice so feel I can 'hit the ground running' in a Councillor role. There is important work to do for our communities, as with the climate emergency and fresh water concerns we need to make courageous decisions if we are to be proud of our efforts as Kaitiakitanga (guardians) for our rangatahi, tamariki and mokopuna (future generations) – after all, there is No Planet B if we get it wrong.

The Katikati community is amazing and I wish the incoming Board every success in their roles and work as elected members of WBOPDC in service to our people.

Recommendation

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

Jenny Hobbs
Chairperson
Katikati Community Board

Western Bay of Plenty District Council

Katikati Community Board

Councillors Report

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

1. Renewal of Vesey Stewart Reserve Lease to Sea Scouts
2. Allocation of bequest funds from the CE Miller Estate
3. The Poppy Places Trust
4. Solid Waste Kerbside Services progress.

Peter Mackay
Councillor
Katikati Community Board

Western Bay of Plenty District Council

Katikati Community Board

Infrastructure Services Report Katikati July 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 9 July 2019 and titled Infrastructure Services Report Katikati July 2019 be received.***



Approved

Gary Allis
Deputy Chief Executive

1.0 Utilities

1.1 Ongare Point Wastewater Scheme Preliminary Investigations

There is no further update to this since the previous report. 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 Kerbside Rubbish & Recycling Collection

Council has, on 26 June 2019 made a final decision for the following:

- To continue with the procurement of contracted kerbside services for the district for:
 - pay-per-pick-up scheme for rubbish;
 - targeted-rate funded glass collection;
 - targeted-rate funded recycling collection;
 - targeted-rate funded food scraps collection (urban areas only).
- To work through kerbside service design elements, raised by submitters, with industry as part of the procurement process
- To not investigate a Council contracted kerbside garden waste service.
- To trial a rural recycling drop-off point over the next two years, in the Eastern area of the District.
- To explore the establishment of a community-led reuse facility with interested parties.
- To increase the opening hours of Athenree Community Recycle centre to cover long-weekends. The intention is to secure contract(s) by July 2020 for services to become operational in July 2021.

1.4 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. The meeting for July was re-scheduled due to a tangi.

1.5 Highfields Pond

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

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

1.6 Plastic Free July

Plastic Free July is a global challenge to give up single use plastic for the month of July. The challenge has been running in New Zealand for several years with different councils and community groups supporting it locally but this year for the first time WasteMINZ will be coordinating councils and community groups to run a national Plastic Free July campaign.

Why?

With markets for plastics 3-7's disappearing it is more important than ever before to be promoting the message of reduction not just recycling. In addition, with the government's plastic bag ban coming to effect on 01 July but only covering shopping bags and the collapse of the soft plastics recycling scheme it is a key opportunity to promote the #choosetorefuse message for other types of bags such as produce bags; and encourage buying items not packaged in soft plastic.

What is Council doing - We are promoting the challenge through Council's social media channels and staff have been encouraged to join the challenge to have plastic free lunches for the month of July 2019. Activities of making beeswax wraps form part of the challenge.

1.7 Western Supply Zone Water Main Improvements

The upgrade to the water mains along Beach Road, Waihi Beach and replacement of the water mains attached to Tuapiro Stream Bridge and Waitekohe Bridge on State Highway 2 work is nearly complete with the final finishing works to be undertaken.

2.0 Reserves

2.1 Kauri Point Jetty – Walkway Re-Decking

There has been little change since the 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

Resource Consent applications have been received and are under consideration. Some additional information has been requested by BOPRC. Final design and tender documentation is under way with a target contract advertising date in early August.

2.3 Katikati Cemetery

Work on a draft scheme for the proposed new Hot Springs Road cemetery near Sapphire Springs is progressing. A scheme plan and geotechnical report is due later in July.

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 Waihi Beach

Community Response Team attended a meeting on 23 May 2019.

The Community Response Team has been liaising with Bowentown on their Community Response Plan.

The Team is looking for more members and will then start reviewing need for a response plan.

5.2 Athenree

Community Response Team has finalised their Community Response Plan.

5.3 Tanner's Point

Progress continues with the Community Response Team on the draft Community Response Plan.

5.4 Bowentown

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

5.5 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 to fund a review of the bypass to a local road standard. This will occur over the next year.

6.2 Henry Road

The Henry Road footpath with kerb and channel project is nearing completion with the final areas of berm reinstatement currently being undertaken.

6.3 Middlebrook Drive Bus Shelter

The Community Board have requested a bus shelter be constructed on Middlebrook Drive to encourage people to use the park n ride bus service. The concrete slab has now been poured. Staff are awaiting feedback from the bus shelter manufacturer for completion and installation date.

6.4 Earl Drive Loading and Parking Restructure

The Earl Drive parking restructure design is now complete and accepted and Community Board. Westlink are currently notifying the local businesses. Physical works are starting in the forthcoming weeks.

6.5 Priority Roding 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

6.6 Community Road Budget

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

Katikati Community Board Roding Current Account		Project Cost \$	NZTA Funding MIP LC/LR \$	Katikati Community Board \$	Status
Current Account Opening Balance 1 July 2018				328,919	
Allocation for 2018/19				158,945	
Allocation for 2019/20				162,442	
Subtotal				650,306	
Completed Projects (for 2018/19)					
Library Footpath and Plaza - Resolutions K18.9				150,000	Complete July 2018
Fairview Road – Kerb and Channel		96,000	48,960	47,040	Complete Sept 2018
Stewart Street Widening K617.7		153,465	78,267	75,198	Complete Nov 2018
Mulgan Street - Kerb and Channel		51,155	10,789	40,3666	Complete (excludes external funding)
Subtotal				312,604	
Less Developer Invoiced for Mulgan Street Works				30,000	
Subtotal				282,604	
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		367,000	Parking footpath, kerb & channel
Total Committed Projects		527,000		527,000	
Forecasted Current Account Closing Balance 30 June 2020 (Deficit)				(159,298)	

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

9 July 2019: The Resource Consent is being lodged.

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>5 July 2019: Staff obtained a legal opinion on the options available to prevent 4 Wheel Drive vehicles accessing the track and causing damage to the track and surrounding environment. The opinion identified three options:</p> <ol style="list-style-type: none"> 1. Undertake a road stopping process 2. Create a pedestrian mall 3. Create a Bylaw banning vehicles <p>All options are problematic, particularly from an enforcement perspective.</p> <p>Staff and a DoC representative recently held a workshop with Councillors to go over the issues associate with managing the impact of 4 Wheel Drive vehicles along Thompson’s Track. The outcome of the workshop was Council would monitor the situation and gather more evidence relating to the issues. It was agreed there is no quick fix of the issue.</p> <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>

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 **5 July 2019: The equipment has arrived and is being installed by the Pakeke Lions Club.**

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 **5 July 2019: Tenders have been received and evaluated. Staff are going through due diligence before the tender is awarded.**

Staff had a productive meeting with the Sports Groups on 14 June 2019. Staff are working with the Sports Group on an initiative to help the group to raise funds towards their future clubrooms.

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 winder 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 survey in order to calculate cut and fill requirements. The old green houses have been removed and an investigation into potential site contamination has been commissioned.

The relevant Resource Consents are being prepared for the earthworks.

KATIKATI COMMUNITY BOARD 21/11/2018

Remit Title	Results of Bore Monitoring at Highfields Stormwater Pond
Remit Number	K1718 3.2
Owner	AC1
Status	COMPLETE
Complete Date	18 July 2019
Confidential	
Resolution	The Assets and Capital Manager (Utilities) provided an update report on the Highfields Stormwater Pond noting that:

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

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

Actions **18 July 2019: Please see 27 May 2019 update below. This MAS has been closed and will be reported in the Infrastructure Report from hereon.**

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 COMPLETE

Complete Date 18 July 2019

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

5 July 2019: Council has approved the funding in the 2019/20 Annual Plan. The project is in the planning phase to construct a retaining structure at the narrow section.

This MAS has been closed as it will be reported in the Infrastructure Report from hereon.

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 COMPLETE

Complete Date 5 July 2019

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

5 July 2019: The Rugby Ball has been repaired and the new signage installed.

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 **Earle Drive Rehabilitation Options**

Remit Number K1819 6.1

Owner RE2

Status COMPLETE

Complete Date 5 July 2019

Confidential

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

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

Actions

5 July 2019: The final design and cost has been accepted.

Business owners will be notified and works are proposed to commence in the near future.

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 **Historic Cricket Pavilion**

Remit Number K1919 5.7

Owner RFAM

Status COMPLETE

Complete Date 3 July 2019

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

3 July 2019: There has been little change since the update provided in May. A contractor has not yet been procured for this work at this stage but it is hoped to have this resolved in time for summer.

This MAS has been closed as it will be reported in MAS k2119 5.3 from hereon.

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 **Replacement of Public Bench Seat**

Remit Number K2019 3.5

Owner RE2

Status COMPLETE

Complete Date 5 July 2019

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 **5 July 2019: The seat has been repaired.**

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 COMPLETE

Complete Date 3 July 2019

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 **3 July 2019: The Customer Services Manager will be meeting with the Board to discuss the workshop. The date is yet to be agreed.**

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 19/06/2019

Remit Title **Generator for Katikati Community Response Team**

Remit Number K2119 3.2

Owner GM1

Status COMPLETE

Complete Date 2 July 2019

Confidential

Resolution At the last Katikati Community Board meeting Eris Boyack presented her concerns regarding the purchase and siting of a generator at Te Patuki 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 Patuki 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 Patuki 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.

Actions

2 July 2019: It has been arranged for Emergency Bay of Plenty Staff to meet with the Community Response Team representatives to outline roles and responsibilities.

KATIKATI COMMUNITY BOARD 19/06/2019

Remit Title	Killen Road Bus Shelter
Remit Number	K2119 3.3
Owner	RE2
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	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.
Actions	5 July 2019: The Roading Engineer (West) is waiting on the contact details of the families (mentioned above) in order to organise a meeting to further discuss and assist with the possible placement of a future bus shelter.

KATIKATI COMMUNITY BOARD 19/06/2019

Remit Title	Council Communications to Community Groups managing projects in Katikati
Remit Number	K2119 3.4
Owner	GM1
Status	COMPLETE
Complete Date	2 July 2019
Confidential	
Resolution	

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.

Actions

2 July 2019: A simple timeline / check sheet may assist. It often depends on the stage the project is at e.g. – concept, good idea, fund raising, commitment to construct and whether it is community or Council led.

Projects or ideas arise during the year, which are not on current work programmes and these can divert staff resources.

A simple timeline / check sheet and protocols will be developed.

KATIKATI COMMUNITY BOARD 19/06/2019

Remit Title **Earle Drive Loading and Parking Restructure**

Remit Number K2119 5.1

Owner RE2

Status COMPLETE

Complete Date 5 July 2019

Confidential

Resolution 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 Roading Budget and commit part of the 2020/21 budget.

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

Actions **5 July 2019: Local business owners are to be notified and works are scheduled to commence in the very near future.**

KATIKATI COMMUNITY BOARD 19/06/2019

Remit Title **Historic Cricket Pavilion - Minute Action Reference K19 19 5.7**

Remit Number K2119 5.3

Owner RFAM

Status UNDER ACTION

Complete Date

Confidential

Resolution 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.

Actions

3 July 2019: This MAS supersedes MAS k1919 5.7.

Staff will make enquiries with the MenzShed as to their capability to undertake the pavilion building repairs and painting. Staff will report back to the Board when a contractor resource has been identified.

KATIKATI COMMUNITY BOARD 19/06/2019

Remit Title	Removal of Privet Tree
Remit Number	K2119 5.4
Owner	RFM
Status	COMPLETE
Complete Date	9 July 2019
Confidential	
Resolution	Board member Gibbs advised that there was a large privet trees 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.
Actions	9 July 2019: Arrangements have been made with WestLink to have the privet trees felled and the remnants painted/treated to prevent regrowth.

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

Purpose and Summary

This report provides the Community Board with a six-weekly monitoring of its operational budget.

Attached are the draft financial statements for the period up to 30 June 2019 (**Attachment A**). The financials are currently in a draft state until Audit NZ sign off the accounts. However, there is an expectation that operating costs will not change.

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

Salaries are over budget for the year.

Grant payments made to date:

	\$
Katikati Memorial Hall – New Sound System	4,500
Katikati La Leche League	790
Te Runanga O Ngaitamawhariua	2,000
Total grants to date	\$7,290

Committed – Operational expenditure

	\$
Total outstanding operational commitments	\$0

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)

Date 11 July 2019
 Subject Draft Financial Report Katikati – June 2019

Open Session

Fund installation of NZTA Tourism Signage [K17.3.9]	\$(3,963)
Fund storage cupboards for Katikati Community Response Team [K18.3.4]	\$(1,000)
Fund one storyboard renovation at Moore Park by the rugby ball [K19.5.9]	\$(560)
2018/19 Closing balance	\$47,335

Committed - Reserve expenditure

2018/19 Closing balance after committed	\$47,335
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Recommendation

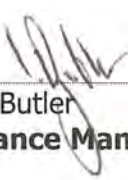
THAT the Management Accountant's report dated 11 July 2019 and titled "Draft Financial Report Katikati – June 2019" be received.


 Christie Tromans
Management Accountant

Approved


 David Jensen
Senior Financial Planner

Approved


 Ian Butler
Finance Manager

Minute Action Sheet	Position Code
For Action	MA1
For Info	FM

**Western Bay of Plenty District Council
Income and Expenditure Statement
For the period ended 30 June 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	2,000	2,000	<input checked="" type="checkbox"/>	2,000	0
Contingency - [see breakdown below]	1,368	2,000	632	<input checked="" type="checkbox"/>	2,000	513
Grants	7,290	8,000	710	<input checked="" type="checkbox"/>	8,000	7,904
Mileage Allowance	522	2,000	1,478	<input checked="" type="checkbox"/>	2,000	1,067
Salaries	27,139	26,198	(941)	<input checked="" type="checkbox"/>	26,198	26,922
Security	3,444	6,500	3,056	<input checked="" type="checkbox"/>	6,500	755
Street Decoration	0	4,500	4,500	<input checked="" type="checkbox"/>	4,500	4,181
Inter Department Charges	39,168	39,169	1	<input checked="" type="checkbox"/>	39,169	39,168
Total Operating Costs	78,776	90,367	11,591	<input checked="" type="checkbox"/>	90,367	80,508
Interest Expense	0	0	0	<input checked="" type="checkbox"/>	0	(7,040)
Total Direct Costs	78,776	90,367	11,591	<input checked="" type="checkbox"/>	90,367	73,469
Total Costs	78,776	90,367	11,591	<input checked="" type="checkbox"/>	90,367	73,469
Income						
Rate Income	92,603	90,367	2,236	<input checked="" type="checkbox"/>	90,367	88,808
Total Direct Income	92,603	90,367	2,236	<input checked="" type="checkbox"/>	90,367	88,808
Net Cost of Service	13,827	0	13,827	<input checked="" type="checkbox"/>	0	15,339
Contingency - breakdown						
Advertisement for grant applications	243					
Volunteer afternoon tea	985					
ANZAC Day wreaths	140					
Year to date contingency costs	1,368					
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)					
Fund storage cupboard for Katikati Community Response Team [K18.3.4]	(1,000)					
Fund one storyboard renovation at Moore Park by the rugby ball [K19.5.9]	(560)					
(Decrease) Increase in year	(78,872)					
Closing Balance - Surplus (Deficit)	47,335					
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**

JULY 2019			
Meeting	Date	Time	Venue
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 2019			
Meeting	Date	Time	Venue
Community Committee	1 August	9.30am / 10.00am	The Centre Patuki Manawa Katikati
Maketu Community Board	6 August	7.00pm	Maketu Community Centre
Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee	7 August	3.30pm	Chambers
Policy Committee	8 August	9.30am	Chambers
Te Puke Community Board	8 August	7.00pm	Te Puke Library and Service Centre
Operations and Monitoring Committee	15 August	9.30am	Chambers
Joint Road Safety Committee	20 August	9.30am	Chambers
Council	29 August	9.30am	Chambers
SEPTEMBER 2019			
Meeting	Date	Time	Venue
Regulatory Hearings Committee (if required)	3 September	9.30am	Chambers
Regulatory Hearings Committee (If required)	4 September	9.30am	Chambers
Council - Adopt Annual Report	19 September	9.30am	Chambers
OCTOBER 2019			
Local Body Elections - 12 October			
Labour Day - 28 October			