



MEETING — AGENDA —

Ngā Take

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Western Bay of Plenty
District Council

OMOKOROA

COMMUNITY BOARD

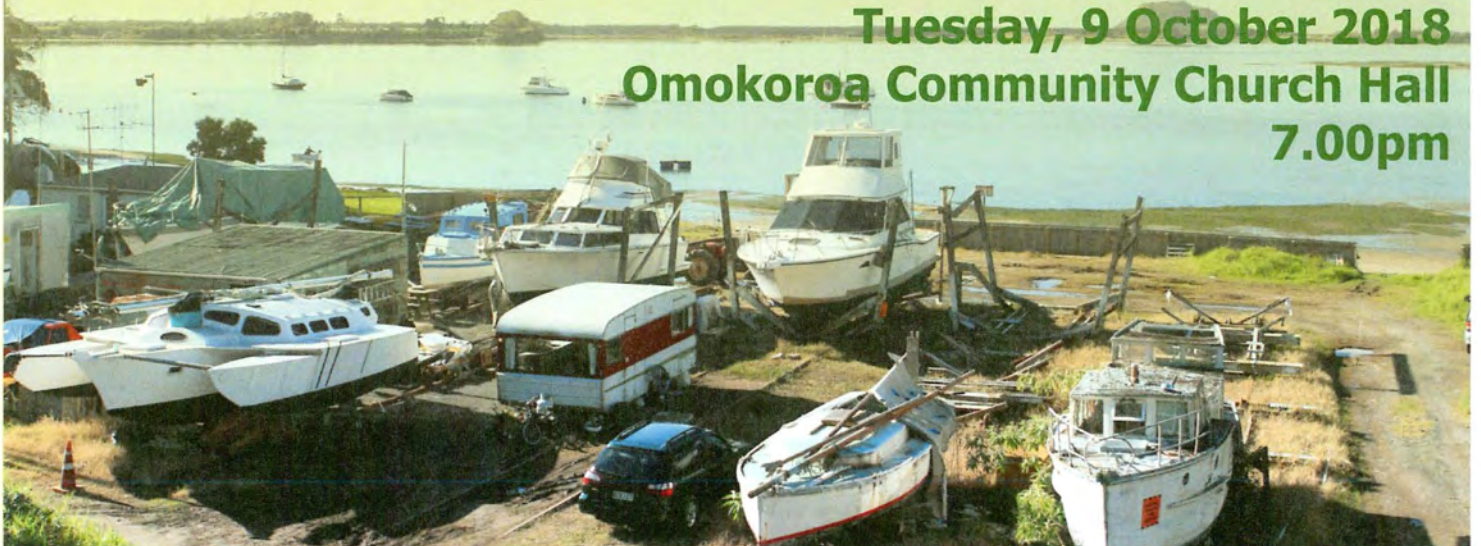
Poari Hapori

OM16

Tuesday, 9 October 2018

Omokoroa Community Church Hall

7.00pm



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

Notice of Meeting No OM16 Te Karere

Omokoroa Community Board Paori Hapori

Tuesday, 9 October 2018
Omokoroa Community Church Hall
7.00pm

Members:

M Grainger (Chairperson)
T Sage (Deputy Chairperson)
P Presland
D Sage
Councillor M Murray-Benge
Councillor J Palmer

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-Whareki ki Otamarakau ki te Uru

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Omokoroa 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. OM16

Pages

**Present
In Attendance
Apologies**

Public Forum

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.

OM16.1 **Minutes of Meeting No. OM15 of the Omokoroa Community Board Held on 28 August 2018** 6-14

A copy of the minutes are attached.

Recommendation

THAT the minutes of meeting no. OM15 of the Omokoroa Community Board held on 28 August 2018 as circulated with the agenda, be confirmed as a true and accurate record.

OM16.2 **Chairperson's Report** 15-17

Attached is a report from the Chairperson dated 21 September 2018.

| | | |
|--------|---|-------|
| OM16.3 | <p>Councillor's Report</p> <p>Attached is a report from Councillor Palmer dated 24 September 2018.</p> | 18 |
| OM16.4 | <p>Council Community Matching Fund - 2018/2019 Successful Applications</p> <p>Attached is an information report from the Community Relationship Advisor dated 19 September 2018.</p> | 19-21 |
| OM16.5 | <p>Update to Community Boards on upcoming Speed Limits Bylaw and Traffic and Parking Enforcement Bylaw Reviews</p> <p>Attached is a memorandum from the Roading Engineer (East/West) and the Policy and Planning Manager dated 25 September 2018.</p> | 22 |
| OM16.6 | <p>Infrastructure Services Report Omokoroa - October 2018</p> <p>Attached is a report from the Deputy Chief Executive dated 24 September 2018.</p> | 23-36 |
| OM16.7 | <p>Financial Report Omokoroa - August 2018</p> <p>Attached is a report from the Management Accountant dated 18 September 2018.</p> | 37-39 |
| OM16.8 | <p>Draft 2019/2020 Annual Operating Budget - October 2018</p> <p>Attached is a report from the Democracy Advisor dated 19 September 2018.</p> | 40-41 |
| OM16.9 | <p>Council, Standing Committee and Community Board Meetings</p> <p>Attached is a schedule of meetings for the months of October, November and December 2018.</p> <p>Recommendation</p> <p><i>THAT the schedule of meetings for October, November and December 2018 be received.</i></p> | 42-43 |

Western Bay of Plenty District Council

**Minutes of Meeting No. OM15 of the
Omokoroa Community Board held on 28 August 2018
at the Omokoroa Community Church Hall
commencing at 7.00pm**

Present

Members M Grainger (Chairperson), T Sage (Deputy Chairperson), D Sage and Councillors M Murray-Benge and J Palmer

In Attendance

R Davie (Group Manager Policy, Planning and Regulatory Services), A Cloete (Senior Policy Analyst Built Environment and Urban Design) and A Alty (Democracy Advisor)

Apologies

An apology for absence was received from Member P Presland

Others

Seven members of the public.

Resolved: Councillor Murray-Benge / Member D Sage

THAT the apology for absence from Member Presland be accepted.

Public Forum

Resolved: Member Grainger / Councillor Palmer

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

Proposed Footpath in Anderley Avenue

The Chairperson of the Omokoroa Country Estate Residents Committee introduced herself and attending residents. She presented a petition signed by 149 residents of the Omokoroa

Country Estate requesting that a footpath be installed on Anderley Avenue. The residents wished to see a footpath on Anderley Avenue constructed as soon as possible.

Anton Coetzee spoke to the Board outlining the need for the footpath, especially for the safety of residents in the immediate vicinity of the country estate. Mr Coetzee noted the following:

- The Omokoroa Country Estate contained 154 houses or units and had approximately 250 residents.
- The average people living in the Omokoroa Country Estate complex was near 80 years of age.
- Many of the elderly residents who want to walk to the commercial area had difficulty negotiating rough and muddy ground, and had age related mobility impairment such as limited sight and hearing which contributed to an unsafe situation when they were walking on the road.
- Many used walkers or mobility scooters which mean they had to be on the road. The road was getting busier with many trucks and vans now using the area due to construction in the immediate area.
- Residents did not want the installation of the footpath delayed for another winter.
- It was the view of the residents that the placement of the footpath should be decided by the Council engineering staff.

It was stated that members of the Board had been elected to represent residents of Omokoroa, and residents of the Omokoroa Country Estate would like a decision about the construction of a footpath in Anderley Avenue from the Board.

The Chairperson advised that he had spoken the Transportation Manager who had advised that the proposal was on hold pending the completion of design work on Omokoroa Road. The required design work would dictate the road levels and once these were confirmed then progress on Anderley Avenue footpath could be made to ensure that the levels matched up.

The footpath construction was part of the Omokoroa Road urbanisation project.

The Chairperson said that there were three separate parts to the Anderley Ave footpath. Omokoroa Road to Heidi Crescent, Omokoroa Road to Olivia Lane and the rest of Anderley to the bottom.

He advised that he had spoken the Transportation Manager who had advised that the proposal for the first two sections was on hold pending the completion of design work on Omokoroa Road. The required design work would dictate the road levels and once these were confirmed then progress on Anderley Avenue footpath could be made to ensure that the levels matched up.

The footpath construction for the two shorter sections was part of the Omokoroa Road urbanisation project. Funding had already been allocated for the Omokoroa Road to Heidi Crescent footpath.

Council had no preference as to which side of the roadway the footpath was installed but it made sense to use the western side of the roadway.

The Board was advised that a report on this item would be provided to the next Omokoroa Community Board meeting, along with costing and a proposed timeline for the footpath works.

Cooney Reserve Car Park

Mr Boyes asked if it was proposed to seal the Cooney Reserves car park. There was currently some soil/fill being put onto the reserve which had become extremely muddy as a result of the continuing wet weather.

Resolved: Members Grainger / T Sage

THAT the meeting be re-convened in formal session at 7.20pm.

OM15.1 Minutes of Meeting No. OM14 of the Omokoroa Community Board Held on 17 July 2018

The Board considered the minutes of OM14 of the Omokoroa Community Board held on 17 July 2018 as circulated with the agenda.

Resolved: Members Grainger / T Sage

THAT the minutes of meeting no. OM14 of the Omokoroa Community Board held on 17 July 2018 as circulated with the agenda, be confirmed as a true and accurate record.

OM15.2 Chairperson's Report

The Board considered a report from the Chairperson dated 15 August 2018 as circulated with the agenda.

OM15.2.1 Possible Construction of New Service Centre on Western Avenue

The Board received information relating to the proposed new service centre attached to the proposed pavilion on the Western Avenue Sports Ground.

It was noted that options relating to the future of current library and service centre would be considered and it was the view of the Board that losing any community space was a retrograde step as replacing such spaces later was often difficult and always more expensive.

A workshop with Community Board members and staff to discuss options would be held on Monday 3 September 2018 at Barkes Corner at 4.30pm.

OM15.2.2 Omokoroa Sport and Recreation Society

The Board was advised that the following accounts had been received with a request that payment be made under prior approval; to draw on the allocated funding of \$100,000 (Reference OM9.4.2 25 November 2014)

committed towards the cost of architectural plans for the new sports pavilion on the Western Sports Ground.

| | |
|---|-------------------|
| • Lysaght Consultants (Invoice 4943)..... | \$1,840.00 |
| • Fluid Hydraulic Design (Invoice 0091)..... | \$4,427.50 |
| • Vulcan Fire Engineering (Invoice 0484)..... | \$2,530.00 |
| • Total..... | <u>\$8,797.50</u> |

OM15.2.3

Community Groups

Settlers Hall

Member T Sage reported that the Settlers Hall continued to be very busy and they were currently undertaking an exercise to ascertain who used the hall and how often it was used.

- Bookings were already being taken for 2019
- New Zealand Police representatives had booked the hall to undertake firearms licencing training
- Repairs to the bifold doors needed to be done
- The Annual General Meeting would be held in October and a call had gone out to the community asking for people to join the Settlers Hall Committee.

The Chairperson noted that the pressure on the use of the Settlers Hall was testament in support of not losing any available community space in Omokoroa as he reported in Item 2.1.

Omokoroa Policing Group

The Chairperson reported that the Omokoroa Community Policing Group had recently received some grant funding and were currently looking at securing a replacement vehicle.

Omokoroa Environmental Managers Group

The Chairperson advised that members of this group continued to undertake pest control on the peninsula and the success of this ongoing programme was evident in the ever increasing bird life thriving throughout Omokoroa.

OM15.2.4

Omokoroa Community School - Planting of Cooney Reserve

A recent planting day involving pupils from the Omokoroa Point School and members of the local community had been very successful with an excess of 400 native flax, shrubs and trees planted.

Resolved: Member Grainger / Councillor Murray-Benge

THAT the Chairperson's Report to the Omokoroa Community Board for August 2018 be received.

OM15.3

Councillor's Report

The Board considered a report from the Councillor Murray-Benge dated 20 August 2018 as circulated with the agenda.

Omokoroa Domain / Esplanade Planning

Councillor Murray-Benge reported that planning for the redevelopment of the Omokoroa harbour/Esplanade and Domain was progressing very well. There had been a lot of input to work through and staff had listened to residents and members of the wider public and interpreted the wants and needs for the future of the area.

Review of Reserves and Facilities Bylaw - Horse Riders on Tuapiro Point

The proposed Tuapiro Point Horse Riding Ban had instigated a vast number of submissions, many of which were heard during the recent bylaw hearing held at Katikati. Many of the attendees were very passionate in the presentation of their submissions. While there was some work still to be undertaken on the outcome of the review, the willingness to make concessions by all parties had been very positive.

Representation Review

Submissions to the review process closed on 24 August 2018, with hearings to take place on Monday 3 September. Council would then undertake deliberations on the issue on 20 September. The final proposal would be publicly notified on 2 October and any appeals or objections up to 2 November would be referred to the Local Government Commission. A decision by the Commission on the representation proposals would be announced by 10 April 2019.

Resolved: Councillor Murray-Benge / Member Grainger

THAT the report from Councillor Murray-Benge dated 20 August 2018 be received.

OM15.4

Infrastructure Services Report Omokoroa - August 2018

The Board considered a report from Deputy Chief Executive dated 13 August 2018 as circulated with the agenda.

The Board was reminded of the workshop to be held at Barkes Corner on Monday 3 September at 4.30pm to address any questions relating to the proposed Library and Service Centre development on the Western Avenue Recreational Reserve.

OM15.4.1 **Removal of Street Tree - 95a Harbourview Road Omokoroa**

The Roading Engineer (East/West) had advised the Board that he had received a request by the property owner at 95a Harbourview Road Omokoroa to have the tree growing on the road reserve outside his property removed. The tree was very tall and touching power lines and encroached into his private property. There were a number of large mature trees in the immediate vicinity and the tree removal would not impact on scenery in any way. The property owner intended to landscape the property after the tree had been removed.

The Board had no objection to the tree being removed with all costs for the removal being met by the property owner

OM15.4.2 **Omokoroa Signage - Proposed Map for Refurbish Noticeboard at McDonnell Street Library Omokoroa - Minute Action Reference OM11 18 2.4**

The Board noted that this Minute Action Sheet should be closed as plans for the new Omokoroa Library and Service Centre to be located at the Western Avenue Reserve had superseded the need for a new noticeboard at the McDonnell Street site.

OM15.4.3 **Omokoroa Sportsground Playground - Amenity Planting - Minute Action Reference OM14 18 6.3**

Board members sought further clarification relating to the statement that no amenity planting along the boundary with the Abron Development which was consistent with the concept plan adopted in 2014, and reaffirmed in the Kaimai Ward Management Plan adopted in August 2016.

Councillor Palmer advised that there was a budget set aside for the amenity planting, and the Board did not agree with the Reserves and Facilities comment.

The Board would seek clarification to this item at their workshop.

OM15.4.4 **Omokoroa Sportsground Playground - Minute Action Reference OM14 18 6.2**

The Board sought clarification relating to the re-sizing of the football field(s) (to accommodate the new playground area) and an assurance that football field size still met the official FIFA measurements.

Resolved: Member D Sage / Councillor Murray-Benge

THAT the Omokoroa Community Board be given an assurance that the size of the football field(s) were not compromised by the proposed installation of the playground area.

Resolved: Member Grainger / Councillor Murray-Benge

THAT the Deputy Chief Executive Officer's Report dated 13 August 2018 and titled Infrastructure Services Report Omokoroa - August 2018 be received.

OM15.5 **Street Trees and Landscaping Along Omokoroa Road**

The Board considered a report from the Senior Policy Analyst Built Environment and Urban design dated 26 July 2018 as circulated with the agenda.

The Board was in agreement that the amenity and natural beauty of Omokoroa be retained or improved as the town grew. The community had expressed a strong view for enhancing amenity planting through the inclusion of street trees. Omokoroa Road had been identified to create a boulevard effect.

As per the memorandum from Bryan Norton (12 June 2018), advising that the Titoki trees were struggling and were probably not suitable in a street environment. The request from the Community Board that the Titoki trees be replaced was supported.

Concerns were also expressed about the health of some of the Gingko trees. It was noted in the memorandum that three Gingko trees were bending towards the south-east as a result of the prevailing wind. It was therefore resolved that the Gingko trees be replaced by a more suitable tree species.

Resolved: Member Grainger / Councillor Murray-Benge

1. *THAT the Senior Policy Analyst Built Environment and Urban Design's report dated 26 July 2018 and titled Street Trees and Landscaping Along Omokoroa Road be received.*
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.

3. *THAT after considering numerous tree species, it was decided that all the Ginkgo and Titoki street trees along Omokoroa Road be replaced by Maples - Acer Palmatum 'Osakazuki' (see Photo 1). The Maple was selected because they:*
- *Were more hardy and used by a number of councils as street trees. A number of good examples can be found within the Bay of Plenty.*
 - *Deciduous and would therefore not block the sun during winter.*
 - *Have beautiful colours during autumn.*

The section of Omokoroa Road between Western Avenue and Tralee Street is to be urbanised over the next three years. It will therefore be better to replace these tree after the completion of the urbanisation works. This will also include the replacement of the existing street trees between Western Avenue and the railway line.



The Maple theme was to be continued on the southern side of the railway line. These trees were to be planted during the next planting season (2019) after the completion of the current upgrade works to Omokoroa Road.

Landscaping and Screening Along Omokoroa Road

Landscaping / screening was to be undertaken in certain areas after urbanisation upgrades between Western Avenue and Tralee Street as per Diagram 1. This would include areas that are lower than the road alignment, e.g. along the Abron subdivision adjoining Western Avenue reserve. The consultants were still working on the detail designs for

the urbanisation, which would be subject to the location of existing services and proposed walkway/cycleway.

The bank on the western side of Omokoroa Road, between the railway line and Kayelene Place, would also be planted during the next planting season (2019).

Landscape /screen planting as per the sketch above would also be done on the southern side of the railway. The developer of Harbour Ridge had completed the planting along their subdivision.

Council was also looking into various options to improve landscaping the on roundabouts.

OM15.6 **Financial Report Omokoroa - July 2018**

The Board considered a report from the Management Accountant dated 7 August 2018 as circulated with the agenda.

Resolved: Councillor Murray-Benge / Member Grainger

THAT the Management Accountant's report dated 7 August 2018 and titled "Financial Report Omokoroa - July 2018" be received.

OM15.7 **Council, Standing Committee and Community Board Meetings**

The Board considered a schedule of meetings for the months of September and October 2018 as circulated with the agenda.

Resolved: Members T Sage / Grainger

THAT the schedule of meetings for September and October 2018 be received.

The meeting concluded at 8.15pm.

Confirmed as a true and correct record.

M Grainger
Chairperson
Omokoroa Community Board

Date

OM15

Western Bay of Plenty District Council

Omokoroa Community Board

Chairperson's Report – October 2018

1. New Library – Old Library

Since the announcement that the Council intend to move the Omokoroa Library and service centre to a purpose-built space attached to the proposed pavilion on the Western Ave Sports Ground there have been approaches from various community groups about the fate of the McDonnell Street property and the existing pavilion building in Western Avenue.

So far there have been suggestions of:

- Art space / Gallery for demonstrations and exhibitions.
- Small rooms for meetings
- Police Constable visits
- Justice of the Peace Service Centre
- Meeting room for mobile businesses and their clients
- Meeting room established for Community Board/OEMI/etc
- Family court meetings
- Citizens Advice Bureau
- Exhibition space for community
- After school and holiday programmes for small groups ie chess club etc
- Drop off point for library books for those not so mobile
- Menzshed
- Toy Library

It is possible that some of these requirements may be provided for in the new Service Centre but until there are detailed interior floor plans available we will not know.

2. Representation Review

The future of this Community Board was discussed at the Council meeting of 20 September.

As part of the required Representation Review the Western Bay of Plenty District Council proposed that the current five Community Boards disestablished and replaced with three Ward based Community Committees.

After considering the feedback received from the extensive public consultation the Council suggested five 5 different options for consideration at that meeting.

Option 1: (The original proposal, no Community Boards, three Community Committees)

That the five current Community Boards are disestablished and replaced with three appointed Community Committees aligned to the three ward boundaries.

Option 2: (Four Community Boards and three Councillor Committees)

That the Waihi Beach, Maketu and Te Puke Community Boards be retained in their current boundaries, the Katikati Community Board be retained in the adjusted boundary and the Omokoroa Community Board be disestablished.

A Ward Councillor Committee consisting of all Ward Councillors be established for each of the following areas:

- Whole of Kaimai Ward
- Eastern end of the Maketu-Te Puke Ward i.e. all the areas not included in the Te Puke and Maketu Community Boards
- Matakana Island and Rangiwaea Island of the Katikati-Waihi Beach Ward i.e. all the areas not included in the Waihi Beach and Katikati Community Boards.

Option 3: (Three ward-based Community Boards) That the five current Community Boards are disestablished and replaced with three ward-based Community Boards, subdivided by communities of interest or with members elected at large across the three wards.

Option 4: (No Community Boards, no Community Committees - Councillors only)

That Community Boards are disestablished and elected representation for constituents of the Western Bay of Plenty District be provided by the 11 elected Councillors and the Mayor only.

Option 5: (Status quo)

That the five elected Community Boards using the current Community Board boundaries as directed by the Local Government Commission following the 2013 Representation Review be retained.

The second option was unanimously agreed by Council which means, pending the outcome of any appeals, that the Omokoroa Community Board will cease to exist in October 2019.

3. Long Term Plan Priorities

At a workshop held on 3 September, Community Board members discussed and confirmed the following expenditure priorities in relation to the Long Term Plan Project 294701 (\$200k budget) were given:

- Precious reserve - \$50k – for landscaping/filling the northern section of the reserve
- Playground additional \$100k – to complete the Stage Two Playground project
- Playground path connection to the new pavilion building - \$50k

- Western Avenue Playground

The ceremonial turning of the first sod for the Stage Two of the new playground at the Skatepath in Western Avenue was held on 25 September 2018.

4. Signboard – Corner of Hamurana Road

The cost of the new Omokoroa aluminium sign that is to be installed on the corner of Hamurana Road has been confirmed.

Recommendation:

THAT the Omokoroa Community Board approve the cost of the development and installation of the aluminium sign of \$764.75 to be installed on the corner of Hamurana Road funded from the Omokoroa Community Board Contingency Account.

5. Community Groups

- Omokoroa Community Policing Group (M Grainger) Nothing to report
- Omokoroa District Sports and Recreation (P Presland)
- Omokoroa Environmental Managers (M Grainger) Nothing to report
- Omokoroa Settlers' Hall Committee Society (T Sage)
- Western BOP Safer Communities Forum (M Grainger) – Nothing to report from meeting on 29 August.

Recommendation

THAT the Chairperson's Report to the Omokoroa Community Board for October 2018 be received.

Murray Grainger
Chairperson
Omokoroa Community Board

Western Bay of Plenty District Council

Omokoroa Community Board

Councillors Report – October 2018

Councillor John Palmer will provide a verbal update to the items in this report.

Representation Review Final Proposal

Council received 460 submissions and on 20 September adopted a final proposal.

The key decisions are:

- Number of councillors elected from the 3 wards remain unchanged at 11
- A minor boundary adjustment to shift the Pahoia area from the Kaimai Ward to the Katikati/Waihi Beach Ward
- Disestablishment of the Omokoroa Community Board
- The retention of the Katikati, Waihi Beach, Te Puke and Maketu Community Boards
- Establishment of 3 ward committees
 - Kaimai Ward (including Omokoroa)
 - Eastern end of Maketu/Te Puke ward
 - Matakana and Rangiwae Islands

The proposal was publicly notified on 2 October and appeals can be lodged up until 2 November. The final determination will be made by the Local Government Commission by the end of April and will take effect for the 2019 elections.

John Palmer
Councillor
Omokoroa Community Board

Council Community Matching Fund 2018/2019 Successful Applications

1. Executive Summary

The purpose of this information report is to identify groups who have successfully applied to Council's Community Matching Fund for the 2018/2019 year.

This is relevant because of Council policy CPM 04.09.00 which states that a group cannot receive a grant from Council and also from a Community Board in the same financial year.

2. Background

This is the fourth year that Council has made available the Community Matching Fund, which is an annual contestable fund of \$100,000. The criteria are such that applicant groups will "match" any cash grant from Council, with an equivalent amount, which can be made of volunteer hours, cash in hand and other similar matching.

The guiding principle of the fund is that of providing public benefit.

The Community Matching Fund was open to receive applications from the 12th of June to the 12th of July 2018 inclusive. A total of 45 applications were received.

Eight applications were suitable for consideration in the "Environmental" portion of the fund (\$40,000). The remaining 37 were directed for consideration to the "General" fund (\$60,000).

The delegated Community Matching Fund Working Party met on 14 August 2018 to consider all applications.

Working Party members are;

1. Councillor Mackay - Chair (Katikati/Waihi Beach)
2. Councillor Murray-Benge (Kaimai)
3. Councillor Scrimgeour (Maketu/Te Puke)
4. Community Relationship Advisor Ben Wilson (staff)
5. Community Relationship Advisor Glenn Ayo (staff).

3. Methodology

The delegated Community Matching Fund Working Party used a scoring guide to assess all applications received. This aligned applications against Council's Long Term Plan, grants policy (A72276), and other community orientated strategies.

The scoring guide criteria are outlined, in brief, below:

- a) Building strong resilient communities (Degree of benefit)
- b) Developing the skills of individuals (Capacity building; training and education)
- c) Build the planning capacity of communities (Community plans)
- d) Demonstrate partnering with other groups/agencies
- e) Outcomes consistent with the Welcoming Communities strategy
- f) Outcomes consistent with the Safer Communities strategy
- g) Criteria as per Community section of the Long Term Plan (ethnic diversity; aging population; young people; disadvantaged groups)

The Working Party recommendations, were submitted to Council's Community Committee whom met on the 30th of August (2018) in Katikati at the Patuki Manawa community hub. The Committee provided delegated approval to the listed applicants as follows:

| | |
|---|-------------|
| Environmental | |
| Aongatete Forest Project | \$4,000.00 |
| Aongatete Outdoor Education Centre | \$8,000.00 |
| Friends of Puketoki Reserve Whakamarama | \$2,000.00 |
| Kotukutuku Gully Maketu | \$6,000.00 |
| Rotehu Ecological Trust | \$10,000.00 |
| Te Whakakaha Conservation Trust | \$10,000.00 |
| General | |
| Kaimai | |
| BOP Garden and Art Fest Trust | \$2,000.00 |
| Loved 4 Life (Omokoroa Community Chapter 15) | \$1,800.00 |
| The Oropi Settlers Incorporated | \$ 4,200.00 |
| Katikati/Waihi Beach | |
| Citizens Advice Bureau | \$ 500.00 |
| Katikati Community Centre | \$1,000.00 |
| Katikati Long Journey Band Group | \$5,000.00 |
| Katikati Mpowa Youth | \$4,100.00 |
| Katikati Sport and Recreation Centre | \$1,000.00 |
| Katikati Welcoming Communities | \$5,000.00 |
| Pakeke Lions Club | \$4,000.00 |
| St Peter's Anglican Church | \$2,000.00 |
| Maketu/Te Puke | |
| Maketu Community Led Development and Projects | \$5,000.00 |
| Maketu Rotary | \$4,000.00 |
| Te Ara Kahikatea Incorporated | \$2,000.00 |
| Te Puke Centre Steering Committee | \$5,000.00 |
| Te Puke Community Events | \$3,150.00 |
| Te Puke Community Garden | \$1,000.00 |
| Te Puke Community Menz Shed | \$1,750.00 |
| Te Puke Toy Library | \$1,000.00 |
| The Search Party Charitable Trust | \$3,500.00 |
| Vector Group Charitable Trust | \$3,000.00 |

Date 19 September 2018

Open Session

Subject Information Report to Omokoroa Community Board Meeting OM16 October 2018



Glenn Ayo
**Community Relationship
Advisor**

Memorandum

| | |
|----------------|---|
| To: | Community Board Chairs and Members |
| Copy: | Elected Members, Management Team, Aileen Alty |
| From: | Stuart Harvey and Emily Watton |
| Date: | 25/09/2018 |
| Subject | Update to Community Boards on upcoming Speed Limits Bylaw and Traffic and Parking Enforcement Bylaw reviews |

Council has previously undertaken regular reviews of the schedules to both the Speed Limits Bylaw 2012 and Traffic and Parking Enforcement Bylaw 2008, which outline the specific speed, parking and traffic restrictions at locations across the District. As part of these processes, Council has ordinarily received feedback from Community Boards to inform the proposed amendments to these bylaws. The purpose of this memorandum is to provide an update on these review processes and the next steps.

Speed Limits Bylaw 2012 review

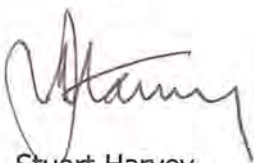
The Land Transport (Speed Limits Validation) Act in 2015 set expectations that in amending speed limits, Council must use the bylaw review process prescribed by the Local Government Act 2002. This means the review process used will be more consistent with the way that Council reviews its other bylaws.

Council has given direction that it intends to start a district-wide bylaw review process in early 2019. A scoping workshop with the Policy Committee will be held on 18 October to seek direction on the timeframes, process and agreed community engagement approach. An update on these matters will be provided to the next round of Community Board meetings in late November, as well as the opportunity for each Community Board to make recommendations for any speed limits changes it considers appropriate for its area. These recommendations will be considered for inclusion in the district wide review process early next year.

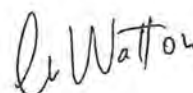
Traffic and Parking Bylaw 2008 review

This bylaw is due for substantive review in 2018, as it has reached the 10 year review period required by the Local Government Act 2002. It will lapse if not reviewed by 2020. Like the Speed Limits Bylaw review, a Policy Committee workshop will be held on 18 October, with an update on the review process and opportunity for Community Board recommendations at the November meetings round. It is intended that consultation on this bylaw review (at a district-wide level) will be undertaken in early 2019.

Kind regards



Stuart Harvey
Roading Engineer (East/West)



Emily Watton
Policy and Planning Manager

Western Bay of Plenty District Council

Omokoroa Community Board

Infrastructure Services Report Omokoroa October 2018

Purpose and Summary

This report provides specific information on infrastructure activities of interest to the Board

Minute Action Sheets

The current Board Minute Action Sheets are attached to this report. The resolution to receive this report includes receipt of the Minute Action Sheets. **Attachment A**

Recommendation

- 1. THAT the Deputy Chief Executive Officer's Report dated 24 September 2018 and titled Infrastructure Services Report Omokoroa October 2018 be received.***

Approved



Gary Allis
Deputy Chief Executive

1. Utilities

1.1 Home Worm Composting Workshops

Dates for the next workshops will be available on the website from 1 October once venues and dates have been secured 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

1.2 Te Puke Recycling Centre Extended Opening Hour Trial

Te Puke Recycling Centre is extending opening hours in September for a three-month trial. Initial survey results show an overwhelming support for earlier opening and later closing times on a Tuesday and Thursday.

The centre will open from 8am to 5pm on Tuesdays and Thursdays with Saturday hours remaining the same from 8am until 4pm. Western Bay of Plenty District Council has been granted resource consent to extend the hours in response to community demand.

The extended hours on Tuesdays and Thursdays will enable people to drop off their recyclables on their way to or from work. The three-month trial started on Tuesday, 4 September 2018 and ends on 29 November 2018.

1.3 Minden Road

A new trunk water main is being installed between Minden Reservoir and Florence Lane. Work commenced in late July with completion expected mid October 2018.

1.4 Christmas & New Year Rubbish Collection Information

Christmas and New Year fall on a Tuesday this year. There will be no rubbish or recycling collected from the kerbside on Tuesday, 25 December 2018 or Tuesday, 1 January 2019. Waste Management has advised that the collection for the affected areas will be on the Saturdays prior to Christmas Day and New Year's Day. Collection will be on Saturday, 22 December (for Christmas Day) and Saturday 29 December (for New Year's day). The areas affected are: Upper Papamoa, Maketu, Paengaroa, and rural Welcome Bay. All other areas in the district's rubbish will be collected on the usual collection day.

1.5 Christmas & New Year Opening Day - Changes Omokoroa Greenwaste Drop-off

The Omokoroa green waste drop-off will be closed on Christmas Day and Boxing Day this year (Tuesday, 25 Wednesday, 26 December 2018) but will be open on Thursday, 27 December 2018 from 2 pm to 4 pm. The centre will also be closed on the public holiday on Tuesday, 1 January and Wednesday, 2 January 2019 but will reopen on Thursday, 3 January 2019. Saturdays remain unchanged with normal operating hours.

2. Reserves

2.1 Omokoroa to Tauranga Cycleway

Section 1: This section has now been completed (new boardwalk).

Omokoroa User Statistics as follows:

| | Total Traffic for the Analysed Period | Daily Average | Busiest Day of the Week | Busiest Month of the Year | Distribution | |
|-------------|---------------------------------------|---------------|-------------------------|---------------------------|--------------|-----|
| | | | | | IN | OUT |
| Pedestrians | 47,779 | 106 | Sunday | December 17: 5,748 | 57 | 43 |
| Cyclists | 16,142 | 36 | Sunday | January 18: 1,691 | 48 | 52 |

IN: Towards Omokoroa Beach

OUT: Towards Tauranga

Section 3: Lynley Park to railway - The archaeological authority application is on hold pending further information required by Heritage New Zealand. This will be resubmitted soon.

Section 4: Tamihana Park to Kiwirail Bridge – No change - Recent activity has included Powerco and Ultra Fast Fibre installing buried ducting along this section to provide services for future Omokoroa growth. The completion of this section will be coordinated with the Plummers Point section to Huharua Park so that a route destination is enabled. Completion expected before Christmas 2018.

Section 5: Bridge across Mangawhai inlet – completed but the track will remain closed until the cycleway connection with Huharua Park is in place.

Section 6: Plummers Point trail from bridge to Huharua Park. Detailed design has been completed. Archaeological Authority has been obtained and we are now waiting for resource consent approval before earthworks can begin (also subject to weather). A bridge to cross the gap between the esplanade and Huharua Park has been procured – installation will be installed within the next 2 months subject to weather and contractor resource timing. Completion expected before Christmas 2018.

NOTE: The commuter route section proposed to connect between Bridge1 and Plummers Point Road is not being constructed until funding is confirmed and public access enabled (legalisation process also required).

2.2 Omokoroa Sportsground Playground

Installation of play equipment begins 25 September. The Omokoroa Community Board has allocated additional \$100,000 funding to achieve the majority of the concept design. A sod turning ceremony is being arranged prior to work starting.

2.3 Omokoroa Ferry to Opureora/Matakana Island – Facilities Upgrade
Community feedback has confirmed the need for a bulletin board to be installed at the Opureora Boat Ramp. This will be implemented by the end of October 2018.

2.4 Omokoroa Slips
There has been no change in the situation of those affected by slip in 2017.

2.5 Omokoroa Reserves Development Project Funding: \$350,000
The funding in 2018/19 is for reserve development. A recent Omokoroa Community Board workshop supports the following allocations (three items):

- Precious Reserve \$50k of earthworks / site filling / landscaping development
- Sports Ground reserve - \$50k new path between playground and linking to new facility building
- Sports Ground reserve - \$100k added to playground project

2.6 Damaged walkway reserve land - Ruamoana Place to Bramley Drive
As at 19 September 2018:
Nine drains (chimney and directional drilling) have now been completed and proven. While most drains are dribbling, one drain continues to flow at 8 litres per minute. Drains are located under or along boundaries of properties at No 23 to 25 Ruamoana Place.

No further drains are planned due to reaching the limit of the technology available. Drilling contractors have now disestablished.

The slope has now been revegetated, although planting of vetiver grass will not be completed until plants become available in January 2019.

Clean up and restoration works are underway and expected to be nearing completion by the end of September. Opening of the walkway is expected toward the end of October.

The final cost outcome of these works is expected to be within budget.

2.7 Opuereora Marae Public Toilet
A recent site visit by staff is informing the scope of repairs and upgrading required, which will be undertaken prior to Christmas 2018.

2.8 Precious Reserve
A joint consulting Contract has been let with the Omokoroa Golf Club to progress the consenting for the filling in Precious Reserve and the bunding of the esplanade around the golf course.

3. Strategic Property

3.1 Kaimai Views - Sales Update
Access off Omokoroa Road now available.

Houses are nearing completion in some cases and it is anticipated new owners will be taking up residence shortly.

3.2 Omokoroa Library & Service Centre

The architect is adding the proposed floor area for the Library & Service Centre to the concept design of the sports pavilion. A draft will be circulated to the Community Board for any comment. Given that the exterior design will match that of the sports pavilion the draft will be an opportunity for comment at a high level.

Resource consent application is currently sitting with Council staff.

4. Development Engineering and Projects

4.1 Omokoroa Industrial Road – Stormwater Detention Pond – Investigation, Design & Construction

Harrison Grierson have completed the investigation work for the Industrial Road and stormwater pond and are currently preparing design scheme plans for consultation with the various stakeholders

It is expected that the construction of the industrial road will commence in March 2019 and be completed late December 2019. The timing of the construction of the stormwater pond will be dependent on resource consent and land acquisition.

5. Emergency Management

5.1 Training

Psychological First Aid. In August 2018, two WBOPDC staff received psychological first aid training. Psychological first aid is the mental and emotional equivalent of medical first aid. It can be provided by both members of the public and professional helpers. Psychological first aid builds organisational and community resilience, and people's capacity to respond well to traumatic events.

CDEM Inductions. In the period between August and September 2018, nine WBOPDC staff received CDEM Induction training. Two of those staff are the Emergency Operations Centre's new Iwi Liaison representatives, Chris Nepia and Petera Tapsell.

ITF Intermediate training. Training took place in Tauranga on 21-22 August 2018. Four staff from the Western Zone EOC participated. The next ITF Intermediate course is scheduled for 23-24 October 2018 in Tauranga.

Exercise Ranginu - 19 November 2018. This will be a Tier 1 exercise facilitated by EMBOP, centred on the scenario of severe weather, flooding, and landslides. The exercise will take place in the Western Zone Emergency Operations Centre (EOC) Chambers, and will involve all EOC staff. The aims of the exercise are for EOC staff to use EMBOP's recent developed Checklist Compendium to become familiar, practiced, and confident with their roles,

and with the key EOC processes involved in the development of their function team's outputs.

5.2 Community Champions initiative

Emergency Management Bay of Plenty has commenced a 'community champions' initiative across the Western Bay of Plenty to increase the involvement of community individuals within emergency management. The initiative is seeking individuals who are prepared to take the lead and help pull volunteers together so that community response teams are ready to help others in times of need. Community champions are also essential for ensuring that community response plans are owned and developed by the community.

5.3 Emergency Response Seminar

Emergency Management Bay of Plenty hosted the Bay of Plenty Civil Defence Emergency Management Response Seminar in Tauranga on 5 September 2018. This free seminar was aimed at officials in the Emergency Management sector in the BOP region and included elected officials of Civil Defence Emergency Management Group Joint Committee, Coordinating Executive Group, Councils, Emergency Services, Emergency Management Professionals and partner agencies. The seminar's theme was about understanding the roles of Support Agencies in Emergency Management. Great presentations were received from the New Zealand Defence Force, Department of Corrections, St John Ambulance, New Zealand Red Cross and Bay of Plenty Regional Council Flood Management. There was great attendance from across the Bay of Plenty emergency management sector, along with colleagues from Waikato Civil Defence and Emergency Management and Emergency Management Auckland. This seminar was a key catalyst to enhancing relationships and raising collective awareness of support agency response capabilities.

5.4 Te Puna, Ōmokoroa, Matakana Island, Tanners Point, Kauri Point, Bowentown, Katikati, Wright Road, Pukehina Beach and Paengaroa Communities

Emergency Management Bay of Plenty has been engaging with this Community Response Team over August - September to continue progressing the review of their Response Plans.

6. Roding

6.1 Anderley Avenue Footpath

Following discussion at the last Omokoroa Community Board meeting, in relation to the installation of a footpath on Anderley Avenue, a design and cost estimate will now be undertaken for the construction of a footpath on the left hand side of Anderley Avenue.

6.2 Omokoroa Road Construction - State Highway to Railway

The Omokoroa Road upgrade has been an exceptionally complex project due to weather delays, shortage of construction crews, roundabout and intersection builds, adjoining developer requests and the construction of multiple underground services with different utility authority ownership.

Most of the new road pavement has now been completed. The \$12.9 million project, with the physical works beginning early in 2017, also hit setbacks with the discovery of multiple archaeological sites and removal of redundant asbestos water main pipes requiring specialist handling and disposal.

Underground services installed during the construction have included new water mains, a new gravity sewer main, a new storm water main, new road culverts, communications and power cables, Ultrafast broadband fibre optic cabling and the relocation of sections of the Omokoroa sewer transfer main.

Development of the park-n-ride near the Prole Road intersection is progressing; construction of a cycleway from SH2 to the fire station will be delivered once the roading works have been completed.

The installation of an additional sewer main to the wastewater transfer station is planned for October/November period

6.3 Community Roading Account

| Current Account: | \$ | Status |
|---|------------------|---------------|
| Current Account Opening Balance 1 July 2018 | | |
| Balance as at 30 June 2018 | \$216,726 | |
| Allocation for 2018/19 | \$94,770 | |
| Funds Available for 2018/19 Year | \$311,496 | |
| Approved Projects: | | |
| Anderley Avenue Footpath OM617.6.4 | \$5,000 | Ongoing |
| Subtotal: | \$5,000 | |
| Projected Current Account Balance 30 June 2019 | \$306,496 | |

Community Board Report

OMOKOROA COMMUNITY BOARD 13/03/2018

| | |
|---------------|--|
| Remit Title | Omokoroa Signage - Proposed Map for Refurbish Noticeboard at McDonnell Street Omokoroa |
| Remit Number | OM1118 2.4 |
| Owner | TM1 |
| Status | COMPLETE |
| Complete Date | 20 September 2018 |
| Confidential | |

Resolution The Board was advised that the notice board at McDonnell Street Omokoroa needed refurbishing. When the noticeboard had been renovated a new map of Omokoroa would be produced for placement in the noticeboard. Board Members agreed with the concept design and were advised that some editorial changes to the map would be undertaken before the final version was produced.

A question was asked if it would be possible to have the same type of map installed on a noticeboard in the vicinity of The Esplanade and Omokoroa Domain. This was a high visitor and pedestrian area and the map showing points of interest throughout Omokoroa would be a valuable reference point.

The Transportation Manager advised that some thought needed to be given as to where such an information sign would be best placed in the Esplanade/Domain vicinity. It was important that people looking at the sign would not be in the way of or hindering any vehicular traffic. There may be other points throughout the peninsula where a map could also be placed.

Actions **20 September 2018: The Board noted that this Minute Action Sheet should be closed as plans for the new Omokoroa Library and Service Centre to be located at the Western Avenue Reserve had superseded the need for a new noticeboard at the McDonnell Street site. (Refer OM1518 4.2)**

23 July 2018: Still awaiting Community Board feedback.

26 June 2018: No feedback received as yet from the Community Board.

15 May 2018: Still awaiting Community Board feedback.

4 April 2018: Awaiting Community Board feedback.

OMOKOROA COMMUNITY BOARD 5/06/2018

Remit Title **Community Installed Access**

Remit Number OM1318 3.3

Owner RFM

Status COMPLETE

Complete Date 25 September 2018

Confidential

Resolution The Chairperson advised that there was a privately constructed access way adjacent 34 Harbour View Road crossing road reserve and private land. The access way had steep steps and a rope handhold, was not safe and was not maintained by Council.

The Reserves and Facilities Manager had advised that Council should not consider upgrading the steps and if the Board wished see a safe access to the Domain from the Harbour View Road vicinity, a site-specific design would need to be prepared.

The Board requested that the Reserves and Facilities Manager prepare an options report outlining costs for the construction of new access way steps for the next Board meeting in July 2018.

Actions **25 Sept 2018: Staff have compiled the report as requested by the Board. The report will be provided prior the October Board meeting.**

14 August 2018: As part of the investigations, it was noted that the roadside embankment is in an area of instability with a preloaded property on the upper side of Harbour View Drive.

The existing steps are considered dangerous and are programmed to be removed.

To construct new steps further along towards the entrance to Omokoroa Domain has various constraints. The report due to the next meeting is likely to recommend that there are no new steps and pedestrians are encouraged to use the existing entrance to Omokoroa Domain.

26 June 2018: Due to the existing steps going onto private property, staff are considering options before providing a report back to the Board.

OMOKOROA COMMUNITY BOARD 28/08/2018

Remit Title **Possible Construction of New Service Centre on Western Avenue**

Remit Number OM1518 2.1

Owner GM1

Status COMPLETE

Complete Date 25 September 2018

Confidential

Resolution The Board received information relating to the proposed new service centre attached to the proposed pavilion on the Western Avenue Sports Ground.

It was noted that options relating to the future of current library and service centre would be considered and it was the view of the Board that losing any community space was a retrograde step as replacing such spaces later was often difficult and always more expensive.

A workshop with Community Board members and staff to discuss options would be held on Monday 3 September 2018 at Barkes Corner at 4.30pm.

Actions

25 Sept 2018: Council has approved the new facility. The detailed design is underway. Construction timing to align with the Sports Association programme.

OMOKOROA COMMUNITY BOARD 28/08/2018

| | |
|---------------|--|
| Remit Title | Removal of Street Tree - 95a Harbourview Road Omokoroa |
| Remit Number | OM1518 4.1 |
| Owner | TM1 |
| Status | COMPLETE |
| Complete Date | 20 September 2018 |
| Confidential | |
| Resolution | <p>The Roding Engineer (East/West) had advised the Board that he had received a request by the property owner at 95a Harbourview Road Omokoroa to have the tree growing on the road reserve outside his property removed. The tree was very tall and touching power lines and encroached into his private property. There were a number of large mature trees in the immediate vicinity and the tree removal would not impact on scenery in any way. The property owner intended to landscape the property after the tree had been removed.</p> <p>The Board had no objection to the tree being removed with all costs for the removal being met by the property owner</p> |
| Actions | 20 Sept 2018: Tree removed at owner's expense. |

OMOKOROA COMMUNITY BOARD 28/08/2018

| | |
|---------------|---|
| Remit Title | Omokoroa Signage - Proposed Map for Refurbish Noticeboard at McDonnell Street Library Omokoroa - Minute Action Reference OM11 18 2.4 |
| Remit Number | OM1518 4.2 |
| Owner | TM1 |
| Status | COMPLETE |
| Complete Date | 20 September 2018 |
| Confidential | |
| Resolution | The Board noted that this Minute Action Sheet should be closed as plans for the new Omokoroa Library and Service Centre to be located at the Western Avenue Reserve had superseded the need for a new noticeboard at the McDonnell Street site. |
| Actions | 20 Sept 2018: MAS OM1118 2 4 completed. |

OMOKOROA COMMUNITY BOARD 28/08/2018

| | |
|---------------|---|
| Remit Title | Omokoroa Sportsground Playground - Amenity Planting - Minute Action Reference OM14 18 6.3 |
| Remit Number | OM1518 4.3 |
| Owner | RFM |
| Status | UNDER ACTION |
| Complete Date | |
| Confidential | |
| Resolution | <p>Board members sought further clarification relating to the statement that no amenity planting along the boundary with the Abron Development which was consistent with the concept plan adopted in 2014, and reaffirmed in the Kaimai Ward Management Plan adopted in August 2016.</p> <p>Councillor Palmer advised that there was a budget set aside for the amenity planting, and the Board did not agree with the Reserves and Facilities comment.</p> <p>The Board would seek clarification to this item at their workshop.</p> |
| Actions | <p>24 Sept 2018: Staff met with the Board on 3 September 2018. It was agreed that planting options would be considered along the boundary and following consultation with the adjoining neighbours, planting could be undertaken in Autumn 2019.</p> |

OMOKOROA COMMUNITY BOARD 28/08/2018

| | |
|---------------|--|
| Remit Title | Omokoroa Sportsground Playground - Minute Action Reference OM14 18 6.2 |
| Remit Number | OM1518 4.4 |
| Owner | RFM |
| Status | COMPLETE |
| Complete Date | 24 September 2018 |
| Confidential | |
| Resolution | THAT the Omokoroa Community Board be given an assurance that the size of the football field(s) were not compromised by the proposed installation of the playground area. |
| Actions | 24 Sept 2018: Staff have undertaken consultation with the Omokoroa Sports and Recreation Society who have confirmed that they are satisfied with the location of the playground in relation to the sportsfield. |

Western Bay of Plenty District Council

Omokoroa Community Board

Financial Report Omokoroa – August 2018

Purpose and Summary

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

Attached are the financial statements for the period up to 31 August 2018 (**Attachment A**).

Total operational costs are lower than budget and include conference expenses, contingency expenses, grants, mileage allowance, salaries and inter-department charges.

Grant payments made to date:

| | |
|-----------------------------|------------|
| | \$ |
| Total grants to date | \$0 |

Committed - Operational expenditure

| | |
|--|------------|
| | \$ |
| Total outstanding operational commitments | \$0 |

2018/19 reserve analysis:

| | |
|--|------------------|
| 2018/19 Opening Balance | \$246,441 |
| Contribution towards the cost of the new sports pavilion on the Western Avenue sports ground [OM9.4.2]. \$29,780 funded in 2016-18 | \$(7,650) |
| 2018/19 Closing Balance | \$238,791 |

Committed - Reserve expenditure

| | |
|--|------------------|
| Contribution towards the cost of the new sports pavilion on the Western Avenue sports ground [OM9.4.2]. \$29,780 funded in 2016-18 | \$(62,570) |
| Contribution towards the cost of a placement of an Anchor Stone sculpture next to Omokoroa Fisherman's Club on the Esplanade [OM9.4.5] | \$(3,000) |
| 2018/19 Closing Balance after committed expenditure | \$173,221 |

Recommendation

THAT the Management Accountant's report dated 18 September 2018 and titled "Financial Report Omokoroa – August 2018" be received.


 Christie Tromans
Management Accountant

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 31 August 2018**

Omokoroa Community Board

| | Year to Date | | | | Full Year | Last Year |
|--|----------------|---------------|-------------------------------|-------------------------------------|---------------|---------------|
| | Actual \$ | Budget \$ | Variance (Unfav)/Fav \$ | | Budget \$ | Actual \$ |
| Direct Costs | | | | | | |
| Additional Levels of Service | 0 | 0 | 0 | <input checked="" type="checkbox"/> | 0 | 0 |
| Bylaw Enforcements | 0 | 0 | 0 | <input checked="" type="checkbox"/> | 0 | 0 |
| Conference Expenses | 55 | 416 | 361 | <input checked="" type="checkbox"/> | 2,500 | 87 |
| Contingency - [see breakdown below] | 48 | 666 | 618 | <input checked="" type="checkbox"/> | 4,000 | 484 |
| Grants | 0 | 1,084 | 1,084 | <input checked="" type="checkbox"/> | 6,500 | 666 |
| Mileage Allowance | 0 | 250 | 250 | <input checked="" type="checkbox"/> | 1,500 | 1,622 |
| Salaries | 3,023 | 3,982 | 959 | <input checked="" type="checkbox"/> | 26,198 | 19,285 |
| Inter Department Charges | 0 | 5,414 | 5,414 | <input checked="" type="checkbox"/> | 32,480 | 32,484 |
| Total Operating Costs | 3,126 | 11,812 | 8,686 | <input checked="" type="checkbox"/> | 73,178 | 54,628 |
| Interest Expense | 0 | 0 | 0 | <input checked="" type="checkbox"/> | 0 | (17,878) |
| Total Direct Costs | 3,126 | 11,812 | 8,686 | <input checked="" type="checkbox"/> | 73,178 | 36,751 |
| Costs Allocated | 0 | 0 | 0 | <input checked="" type="checkbox"/> | 0 | 0 |
| Total Costs | 3,126 | 11,812 | 8,686 | <input checked="" type="checkbox"/> | 73,178 | 36,751 |
| Income | | | | | | |
| Rate Income | 12,587 | 12,198 | 389 | <input checked="" type="checkbox"/> | 73,178 | 77,085 |
| Total Direct Income | 12,587 | 12,198 | 389 | <input checked="" type="checkbox"/> | 73,178 | 77,085 |
| Net Cost of Service | 9,462 | 386 | 9,076 | <input checked="" type="checkbox"/> | 0 | 40,334 |
| Contingency - breakdown | | | | | | |
| Hall hire | 48 | | | | | |
| Year to date contingency costs | 48 | | | | | |
| Community Board Reserves | | | | | | |
| Opening Balance - Surplus (Deficit) | 246,441 | | | | | |
| Sports Pavilion contribution [OM9.4.2] | (7,650) | | | | | |
| (Decrease) Increase in year | (7,650) | | | | | |
| Closing Balance - Surplus (Deficit) | 238,791 | | | | | |

Western Bay of Plenty District Council**Omokoroa Community Board****Draft 2019/2020 Annual Operating Budget
– October 2018****Purpose and Summary**

The Community Board is required to review its Annual Plan and make a recommendation on what the Board considers its operational budget should be for the upcoming financial year.

The Board is aware that the Annual Plan will be subject to Council review and consultation.

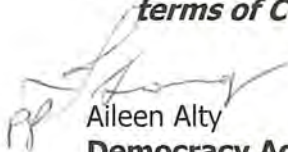
The Board should give consideration to their work programmes going forward and commitment of any Reserve funding for future projects.

Recommendation

- 1. THAT the report from the Democracy Advisor dated 19 September 2018 titled Draft 2019/2020 Annual Operating Budget be received.**
- 2. THAT it be recommended to the Long Term and Annual Plan Committee that the Omokoroa Community Board Draft 2019/2020 Annual Operating Budget be:**

| Operating Costs | 2020 | |
|---------------------------------|---|--|
| Conference/Training | 500 | |
| Contingency | 4,000 | |
| Grants | 7,000 | |
| Mileage Allowance | 1,500 | |
| Salaries | <i>Determined by Remuneration Authority</i> | |
| Inter Department Charges | <i>Determined by Overhead Cost Allocation</i> | |
| TOTAL OPERATING COST | | |

- 3. THAT this report relates to issues which are not considered significant in terms of Council's Policy on Significance.**



Aileen Alty
Democracy Advisor

1. Background

Under the role and purpose of Community Boards, subject to compliance with Council strategies, policies, plans and legislation, the Community Board has the delegated function to:

- Control, expend and monitor funds as allocated by Council.

The salary component of all Community Boards has been determined by the Remuneration Authority and the Board has no control over this figure. Under the new process used by the Remuneration Authority the increment will be assessed annually.

The Omokoroa Community Board set their 2018/19 Budget in October 2017 (Reference OM817) as outlined below. The actual totals for 2018 are shown below along with the 2018/19 Budget.

| | 2017/18 Actual | 2018/19 Budget |
|----------------------------|---|----------------|
| Omokoroa | | |
| Conference Training | 87 | 2500.00 |
| Contingency | 484 | 4,000 |
| Grants | 666 | 6,500 |
| Mileage allowance | 1822 | 1,500 |
| Salaries | <i>Determined by Remuneration Authority</i> | |
| Inter Departmental Charges | <i>Determined by Overhead Costs Allocated</i> | |

2. Statutory Compliance

The Local Government Act 2002 required that Community Board prepare an annual submission to Council for expenditure within their community.

Funding/Budget Implications

| Budget Funding Information | Relevant Detail |
|----------------------------|--|
| Council | The Omokoroa Community Board does not have the delegated authority to make funding allocations outside of the adopted budget. The Community Board may make recommendations to Council. |

3. Consultation and Communication

| Interested/Affected Parties | Completed/Planned Consultation/Communication | Notes |
|-----------------------------|--|-------|
| General Public | The public may comment on Board's budget during the Annual Plan/Long Term Plan consultation process. | |

**Western Bay of Plenty District Council
Formal Meeting Schedule 2018**

| OCTOBER 2018 | | | |
|---|-------------|------------------|--|
| Meeting | Date | Time | Venue |
| Waihi Beach Community Board | 8 October | 6.30pm | Waihi Beach Community Centre |
| Omokoroa Community Board | 9 October | 7.00pm | Omokoroa Community Church |
| Katikati Community Board | 10 October | 7.00pm | Katikati Library and Service Centre- Meeting Room |
| Community Committee | 11 October | 9.30am / 10.00am | Paengaroa Community Centre |
| Maketu Community Board | 16 October | 7.00pm | Maketu Community Centre |
| Policy Committee | 18 October | 9.30am | Chambers |
| Te Puke Community Board | 18 October | 7.00pm | Te Puke Library and Service Centre – Board Room |
| Labour Day - 22 October | | | |
| Operations and Monitoring Committee | 23 October | 9.30am | Chambers |
| Regulatory Hearings Committee (if required) | 30 October | 9.30am | Chambers |
| Regulatory Hearings Committee (if required) | 31 October | 9.30am | Chambers |
| NOVEMBER 2018 | | | |
| Meeting | Date | Time | Venue |
| Council | 1 November | 9.30am | Chambers |
| Joint Road Safety Committee | 6 November | 10.00am | Chamber |
| Waihi Beach Community Board | 19 November | 6.30pm | Waihi Beach Community Centre |
| Omokoroa Community Board | 20 November | 7.00pm | Omokoroa Community Church |
| Katikati Community Board | 21 November | 7.00pm | Katikati Library and Service Centre – Meeting Room |
| Community Committee | 22 November | 9.30am / 10.00am | Chamber |
| Rural Committee | 27 November | 9.30am | Chamber |
| Maketu Community Board | 27 November | 7.00pm | Maketu Community Centre |
| Policy Committee | 29 November | 9.30am | Chambers |
| Te Puke Community Board | 29 November | 7.00pm | Te Puke Library and Service Centre – Board Room |

| DECEMBER 2018 | | | |
|-------------------------------------|-------------|-------------|--------------|
| Meeting | Date | Time | Venue |
| | | | |
| Operations and Monitoring Committee | 6 December | 9.30am | Chambers |
| Council | 13 December | 9.30am | Chambers |