

MEETING - AGENDA -

Ngā Take



WAIHI BEACH

Community Board

Poari Hapori

WB1

Monday 18 November 2019

Waihi Beach Community Centre

6:30pm



**Western Bay of Plenty
District Council**

Notice of Meeting No WB1 Te Karere

Waihi Beach Community Board Poari Hapori

Monday, 18 November 2019
Waihi Beach Community Centre
6.30pm

Members:

R Goudie (Chairperson)
M Roberts (Deputy Chairperson)
B Hulme
D Ryan
Councillor J Denyer
Councillor A Henry

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-Wharei ki Otamarakau ki te Uru

www.westernbay.govt.nz



Waihi Beach 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

Notice is hereby given that a Waihi Beach Community Board Meeting will be held in the Waihi Beach Community Centre on:
Monday, 18 November 2019 at 6.30pm

Order Of Business

1	Present	5
2	In Attendance	5
3	Apologies	5
4	Consideration of Late Items	5
5	Declarations of Interest	5
6	Public Excluded Items	5
7	Public Forum.....	5
8	Reports	6
8.1	Minutes of the Inaugural Meeting No. WB-IN of the Waihi Beach Community Board Held on 7 November 2019	6
8.2	Appointment of Waihi Beach Community Board Members on Outside Bodies	10
8.3	Chairperson's Report - November 2019	12
8.4	Councillors Report.....	22
8.5	Local Government New Zealand - Call for Nominations for the Election of the New Zealand Community Boards' Executive Committee (NZCBEC)	23
8.6	Infrastructure Services Report - Waihi Beach - November 2019.....	28
8.7	Financial Report Waihi Beach - September 2019	32
8.8	Draft 2020/21 Annual operating Budget	35
8.9	Council, Standing Committee and Community Board Meetings.....	37

1 PRESENT**2 IN ATTENDANCE****3 APOLOGIES****4 CONSIDERATION OF LATE ITEMS****5 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.

6 PUBLIC EXCLUDED ITEMS**7 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.

8 REPORTS

8.1 MINUTES OF THE INAUGURAL MEETING NO. WB-IN OF THE WAIHI BEACH COMMUNITY BOARD HELD ON 7 NOVEMBER 2019

File Number: A3619403

Author: Aileen Alty, Senior Governance Advisor

Authoriser: Kirstie Elder, Governance Manager

RECOMMENDATION

That the Minutes from meeting no. WB-IN Inaugural Meeting of the Waihi Beach Community Board held on 7 November 2019 as circulated with the agenda, be confirmed as a true and correct record.

ATTACHMENTS

- 1. Minutes from meeting no.WB-IN of the Waihi Beach Community Board Inaugural Meeting on 7 November 2019 [↓](#)**

Western Bay of Plenty District Council

**Minutes of Meeting No. WB-IN Inaugural Meeting of the
Waihi Beach Community Board held on 7 November 2019
in the Council Chamber, Barks Corner, Tauranga
commencing at 3.07pm**

Present

Members R Goudie, B Hulme, M Roberts and D Ryan, and Councillors J Denyer and A Henry

In Attendance

M Taris (Chief Executive Officer), K Elder (Governance Manager), B Clarke (Senior Governance Advisor), and A Alty (Senior Governance Advisor)

Others

126 people including Western Bay of Plenty District Council Mayor and Councillors, invited guests, members of the public and media.

Opening of Meeting

The Chief Executive Officer opened the meeting.

WB-IN.1 **Declarations by Waihi Beach Community Board Members**

Members Goudie, Hulme, Roberts and Ryan, and Councillors Denyer and Henry took their oaths and signed their declarations.

The making and attesting of the Declarations by Maketu Community Board Members was witnessed by the Chief Executive Officer.

WB-IN.2 **Elected Members' Legislative Obligations**

The Board considered a report from the Chief Executive Officer dated 21 October 2019 as circulated.

Minutes of WB-IN Inaugural Meeting of the Waihi Beach Community Board held on 7 November 2019

2

Resolved: Member Goudie / Member Ryan

1. *THAT That the Chief Executive Officer's Report dated 21 October 2019 and titled Elected Members Legislative Obligations be received.*
2. *That the Waihi Beach Community Board notes that the Western Bay of Plenty District Council maintains a register of members interests pursuant to the provisions of the Local Authorities (Members' Interests) Act 1968.*
3. *That the Waihi Beach Community Board Members disclose any actual, potential or perceived interests they or their spouse/partner may have in relation to their dealings with the Western Bay of Plenty District Council and update their disclosures annually or as required.*

WB-IN.3

Election of Chairperson of the Waihi Beach Community Board

The Board considered a report from the Chief Executive Officer dated 21 October 2019 as circulated.

Resolved: Member Ryan / Member Goudie

1. *That the Chief Executive Officer's report dated 21 October 2019 titled Election of Chairperson of the Waihi Beach Community Board be received.*
2. *That in accordance with Clause 25(4), Schedule 7 of the LGA 2002 the Waihi Beach Community Board adopts System B for the election of the Chairperson.*

The Chief Executive Officer then called for nominations for Chairperson. One nomination was received for Ross Goudie. There were no further nominations.

Resolved: Member Hulme / Member Roberts

3. *That the Waihi Beach Community Board elects Ross Goudie as the Chairperson of the Waihi Beach Community Board.*

WB-IN.4

Election of Deputy Chairperson of the Waihi Beach Community Board

The Board considered a report from the Chief Executive Officer dated 21 October 2019 as circulated.

Resolved: Member Goudie / Member Ryan

1. *That the Chief Executive Officer's report dated 21 October 2019 titled Election of Deputy Chairperson of the Waihi Beach Community Board be received.*

A3615178

Minutes of WB-IN Inaugural Meeting of the Waihi Beach Community Board held on 7 November 2019

3

2. *That in accordance with Clause 25(4), Schedule 7 of the LGA 2002 the Waihi Beach Community Board adopts System B for the election of the Deputy Chairperson.*

Nominations were called for Deputy Chairperson. One nomination was received for Marilyn Roberts. There were no further nominations

Resolved: Member Goudie / Member Ryan

2. *THAT the Waihi Beach Community Board elects Marilyn Roberts as the Deputy Chairperson of the Waihi Beach Community Board.*

WB-IN.5

First Business Meeting of the Waihi Beach Community Board

The Board considered a report from the Chief Executive Officer dated 21 October 2019 as circulated.

Resolved: Member Goudie / Member Hulme

That pursuant to Clause 21(5)(d), Schedule 7 of the Local Government Act 2002 the first business meeting of the Waihi Beach Community Board be held on Monday 18 November 2019 at 6.30pm at the Waihi Beach Community Centre.

WB-IN.6

Christmas and New Year Rubbish Collection

The Board considered a report from the Deputy Chief Executive/Group Manager Infrastructure Services dated 21 October 2019 as circulated.

Resolved: Member Hulme / Member Roberts

That the Deputy Chief Executive's Report, dated 30 October 2019 and titled Christmas & New Year Rubbish Collection be received.

[REMITTS]

The meeting concluded at 3.14pm.

Confirmed as a true and correct record.

R Goudie
Chairperson
Waihi Beach Community Board

Date

A3615178

8.2 APPOINTMENT OF WAIHI BEACH COMMUNITY BOARD MEMBERS ON OUTSIDE BODIES

File Number: A3619349

Author: Aileen Alty, Senior Governance Advisor

Authoriser: Kirstie Elder, Governance Manager

EXECUTIVE SUMMARY

With the commencement of the new triennium it is necessary for the Waihi Beach Community Board to appoint members to outside bodies.

Community Groups which have in the past had a Community Board representative include the following:

- Broadlands Block Steering Group
- Waihi Beach Emergency Response Group
- Waihi Beach Events and Promotions Group
- Waihi Beach Maori / Tangata Whenua Forum
- Waihi Beach Search and Rescue Club
- Waihi Beach Surf Club
- Western Bay of Plenty Safer Communities Forum

RECOMMENDATION

1. THAT the Senior Governance Advisors report dated 8 November 2019 and titled "Appointment of Waihi Beach Community Board Members on Outside Bodies" be received.
2. THAT Waihi Beach Community Board members be appointed to outside bodies as follows:

Broadlands Block Steering Group	_____
Waihi Beach Emergency Response Group	_____
Waihi Beach Events and Promotions Group	_____
Waihi Beach Maori / Tangata Whenua Forum	_____
Waihi Beach Search and Rescue Club	_____
Waihi Beach Surf Club	_____
Western BOP Safer Communities Forum	_____

REASONS FOR INCLUSION IN AGENDA

Included in agenda for:

- Information and communication
- Decision making

DELEGATED AUTHORITY OF WAIHI BEACH COMMUNITY BOARD

The Waihi Beach Community Board has the delegated authority to appoint Board Members to outside bodies.

8.3 CHAIRPERSON'S REPORT - NOVEMBER 2019**File Number: A3619643****Author: Aileen Alty, Senior Governance Advisor****Authoriser: Kirstie Elder, Governance Manager**

RECOMMENDATION

That the Chairperson's Report to the Waihi Beach Community Board for November 2019 be received.

POPULATION GROWTH

Data recently released from Statistics New Zealand shows that the Waihi Beach population is now 3,671 notching up the largest annual growth in the past 5 years.

According to latest figures provided by Statistics New Zealand, the resident population Waihi Beach rose from 3,150 in 2013 to 3,671 as of the end of March 2018.

The change in population from 2013 to 2018 was 471 people. By comparison, in the 17 years from 1996 to 2013 the population growth in Waihi Beach was only 165 people. This puts the population growth of Waihi Beach of 15% per cent increase above Auckland for the same period of just 11%.

There were 259 building consents issued for new dwellings in the 2013-2018 period, 63 in the last year alone.

WAIHI BEACH NOTICE BOARD

Our Facebook page suffered a hiccup mid October. Thanks to Kelly and Portia for starting the **Waihi Beach Noticeboard** replacement and as of the 7th Nov has 800 members.

CCTV

The Community Board would like to know what options are available for the installation of CCTV at Anzac Bay and Island View / Waihi entrance/exit.\

Costings for CCTV Installation were presented to the previous Board as follows:

Site 1	Waihi Beach Road / Wilson Road	\$24,051
Site 2	Emerton Road near Hanlen Avenue	\$6,959
Site 3	Citrus Avenue /Seaforth Road	\$5,192
		<u>\$36,202</u>

Staff Comment:

Within the Minute Action Sheet Report presented to the Waihi Beach Community Board meeting held on 29 July 2019, the following information was advised:

"The (immediate past) Chairperson advised that he had nothing further to add in regard to progressing the installation of CCTV at this time. The proposal was in the hands of the Roding Engineer who was to confirm an available power source. The installation of the trial Kiwi Camp

facility may provide some synergies and options to compliment the installation of a CCTV system at the Waihi Beach Community Centre site.

The (immediate past) Chairperson would liaise with the Reserves and Facilities Manager in this regard.

5 July 2019: Council has confirmed that the KiwiCamp facility will be established adjacent to the large carpark off Seaforth Road, towards Bowentown.

On this basis, there is no longer an opportunity to complement the installation of a CCTV system at the Waihi Beach Community Centre.

23 May 2019: Community engagement has been completed. The results of the engagement identify the carpark on Seaforth Road towards Pio Shores as the preferred site for the KiwiCamp facility. Confirmation of the site and funding is being considered through the 2019/20 Annual Plan process.

11 April 2019: Council is currently undertaking community engagement on location options for the KiwiCamp facility.

No further work will be undertaken until the construction has been completed on the location options.

1 March 2019: The Operations & Monitoring Committee have decided to put the KiwiCamp facility on hold, therefore the opportunity to consider options to complement the installation of a CCTV system no longer exists.

23 Jan 2019: Options to compliment the installation of a CCTV system will be considered once the Kiwi Camp facility has been installed and is operational.

2 Nov 2018: Staff will liaise with the Chairperson on shared opportunities for CCTV cameras.

A formal request for the installation of CCTV at Anzac Bay has not yet been received, so no costings are available until a specific location is identified.

Prices have been obtained for a camera at Anzac Bay which exceed budget. Options are being reviewed.

THANKS TO THE WAIHI BEACH COMMUNITY BOARD – WAIHI BEACH WEARABLE ARTS

“On behalf of the Waihi Beach Wearable Arts fundraising committee, we would like to express our sincere gratitude for the very generous grant awarded to this event.

It was a very successful show which raised sufficient funds to completely fund the Can Surf event to be held in November at Waihi Beach.

Not only has this supported an important and worthwhile charity, once again this popular show put Waihi Beach on the map, created additional business for the community during winter and provided another outlet for our very talented artists.

With grateful thanks – Tee Carroll on behalf of Waihi Beach Wearable Arts Event.”

ECHO WALKING FESTIVAL

Attached is correspondence from the ECHO Walking Festival Committee, seeking funding for 2020 Echo Walking Festival events at Waihi Beach. (Attachment 1)

WAIHI BEACH ENVIRONMENT SOCIETY INCORPORATED

Attached is correspondence from the Waihi Beach Environment Society Inc. thanking the Waihi Beach Community Board for a grant of \$500 made in July 2019. The correspondence outlines expenditure costs incurred by the society, following a query by past Board members relating to the overall bank balance of the Waihi Beach Environment Society. (Attachment 2)

WAIHI BEACH, BOWENTOWN AND ATHENREE HISTORICAL SOCIETY

The newly formed society is preparing for a three day event over Labour Weekend 2020. A second book will be launched for this event, based on interviews by local people who remember earlier days. There are more photographs to process and collect. Committee leaders are Jim Cowern, Marilyn Roberts and Gabriella Fraser.

WAIHI BEACH NORTH, ISLAND VIEW AND BOWENTOWN, AND ATHENREE COMMUNITY RESPONSE PLANS

The teams have been active to get up to speed with changes with emergency management procedures these past months. Plans for Island View and Bowentown have been developed by Phil Bowyer and team (thank you team for picking this up) and the Waihi Beach North (formally Waihi Beach) has been updated by Marilyn Roberts.

The Community Guide to Emergencies is being updated and will be printed and distributed to households and businesses prior to Christmas. Thanks are extended to Theo Ursam from the Emergency Management Team for guidance and sponsorship of this project.

Theo is facilitating a desktop exercise for the combined teams on the 12th November at the Waihi Beach RSA.

RESTRICTED INTERSECTION SIGHT LINES - DILLON STREET AND EDINBURGH STREET

The community are concerned about the restricted visibility at the intersection since a building has been erected on this corner.

Staff Comment

The Roding Engineer (West) has advised that he has spoken to the Westlink Safety Manager and received some mitigating options that will be discussed with the Board.

ENTRANCEWAY TO WAIHI BEACH

Vegetation has been removed to enable better landscaping of this area. There has been some concern as to the quality of the contouring.

The Roding Engineer (West) has advised that “the contouring has been complete. By contouring, the contractor has infilled the divots and bumps etc associated with removing the trees and root balls and stumps of the previous vegetation matter. The site was then hydro seeded to maximise the grass strike. When he spoke with the vegetation manager the following day, it was that they are satisfied with the progress and believe these works were undertaken at a time when it was anticipated that the grass will be ready for a mow prior to Christmas. There are no concerns for the vegetation dehydrating.”

Neighbours of both sides have agreed to eliminate the gorse and tidy the fence lines. Further the Waihi Beach Ratepayers have contacted parties on both sides of the road about creating a visual/vegetation barrier inside the fence. The boxed set of trees will be done at a best time.

Staff Comment:

The Roding Engineer (West) has advised that the entranceway landscaping on the Waihi Beach Road is complete.

ROUNABOUT SIGNAGE

The planning of signage will take place early 2020. The board will create a community group to have input into this. The illegal signage at the roundabout has been removed. The Board extend thanks to those who had voluntarily removed their signs.

Entranceway signage will be planned in the New Year.

BROADLANDS BLOCK

The previous Community Board allocated \$50k to landscape and enhance the area.

Staff Comment:

Mr Sole, the previous Board Chairperson was working on the formation of a 'Friends of Broadlands Block' community group. It maybe appropriate to liaise with Mr Sole regarding progress on this item.

At the last Waihi beach Community Board Meeting (of the 2016/19 Triennium) held on 29 July 2019 the Board advised that they would commit \$20,000 of the Broadlands funding allocation (of \$50,000) for the development of shared/hard surface pathways through the reserve but would like to see a detailed plan of the design and materials to be used for the proposed upgrade to the existing walkway/cycleway tracks in the Broadlands Block.

SUNDAY PRODUCE MARKET

The Sunday Produce Market has moved onto the southern area of the Broadlands Block, Other activities may wish to have an event there too.

Staff Comment:

There were issues relating to the new location of the event due to parking on Wilson Road, these matters are being worked through with the event organisers.

The Western Bay of Plenty District Council Event Specialist has advised that the relative permissions for this activity have been obtained. Any other event arrangements would need to be advised to the Events Team in the initial planning stages. Instructions relating to event management requirements are on the Council Website.

CELL PHONE TOWERS

A ratepayer rang me on the 26th Oct about a new cell phone site in Island View, right outside the Dairy at Island View. At no time had any one else been notified of this. According to the Telecommunications practice obligations/guidelines, they have to contact adjacent property owners when planning the location and further more contact the nearest owner/occupier before any work is started. This was not done.

While we all love our devices, and we all want them to be available constantly and to a high standard, siting one right outside a shop with living accommodation above is not on. My view is there are other places that will not have residential development in the future and re location there is a better option. I have had e-mail communication with Spark and we will have a site meeting in the near future.

WAIHI BEACH COMMUNITY PLAN

Thanks to a lot of effort from the previous Community Board we now have a Community Plan Process going on. This is ably led by Portia McKenzie who will give a more detailed report at the meeting. This will be a tremendous help to the Community Board as to projects to be planned in the future in response to the directions the Waihi Beach community are telling us.

BEACH SHACK

One of the suggestions coming out of the community plan process was from the school.

A small caravan/coffee kart could be parked on the various places along the beach above high tide mark to be an extension of info about Waihi Beach plus beach items for sale.[sun hats, sunscreen, ice blocks etc] I have got the basic info re regulations. Perhaps an interested group or individual could take the idea forward?

Staff Comment:

Staff would need to consider an application for the sale of items within a reserve, which includes the beach. The applicant would need to obtain a concession and a licence under the Trading in Public Places Bylaw 2019. Further information about the process is available on the Council website.

WAIHI BEACH EVENTS AND PROMOTIONS

Update about Christmas /New Year events.

ANNUAL PLAN 20/21

The new Community Board is looking forward to have input into the next annual plan.

EMPLOYMENT RESOURCE INFORMATION EVENT

The Community Board would like hold a job opportunity event like Katikati had recently, matching up people looking for work with potential employers that are looking for apprentices and filling skills gaps. This was organised by the Resource Centre in Katikati. With the advent of more digital tech and ultra fast internet, I would like to see Waihi Beach Community helped to advance opportunities into this space as well.

Staff Comment:

The Katikati day was organised by Allan Wainwright from the Katikati Community Centre. Mr Wainwright and his team also have an oversight over Waihi Beach and may be in a position to facilitate a similar event at Waihi Beach.

The Board should make initial contact with the Katikati Community Centre.

MENZSHED

Don Fraser from the Waihi Beach MenzShed Group has reported the following:

"We are held up waiting the Incorporation of the MenzShed Trust. It takes 2 months to appear. Meantime Goldpine have quoted \$32, 000 for shed of 150 m2. The shed has a 5 m stud and a veranda down the sunny side for a work area and coffee/tea area. They have given us a free mezzanine floor as a discount / for the coffins to be stored. They will not give us anymore than a quote until we pay a 10% deposit which I will pay soon so we can get started. The cost to erect it by their contractor is \$15,000 / less with our help. Digger work is all donated except for diesel and cost of metal. Joinery is donated / new. Plumbing, drainlaying and electrical at cost of material estimated at \$5K.

Mark of Lifestyle Architecture is doing detailed plan for Council application free and giving us \$500. We have been given the kitchen out of the Community Centre so we can teach the boys how to cook!

The concrete floor will cost maximum of \$15K less free mesh and concrete at a donated Firth concrete rate and less the boys on the tools.

I have donated a new toilet and washbasin.

We will put in an enclosed fire in the proposed MenzShed \$4K.

Because we do not have the trust document we are unable to open a bank and cannot ask for donations at this point.

We expect to go to the Waihi Beach RSA, Oceana, the public etc.

We already have one job that looks like it would bring in \$4K for the MenzShed as payment.

We have an unasked donation of \$500.

The support for this venture is massive.

Sir John Kirwan is the Patron of the Waihi Beach MenzShed.

It would have been a lot easier if the funding from the Community Board had been given directly to us as requested and we could have got on with it and given \$30K back as funds came in.

In going forward confirmation of the Trust Incorporation is due any day

We are going to pay the deposit - Plans will be submitted - Hope to dig in the dirt early next year.

Our team have already started doing work - Straightened the fence opposite Beach contractors - Got them to agree to plant a screen hedge in the Autumn.

Putting one of our team on the Broadlands Development Committee.

Liaising with the Community Board and the Waihi Beach Community Centre."

Staff Comment:

The proposal to lease an area behind the Waihi Beach Community Hall for a MenzShed has been through the required Reserves Act process and been approved in principle by the previous Council. A lease has been drafted. The MenzShed Group are in the process of obtaining all necessary funds and a building consent and become a illegal entity before Council can enter into a lease.

COMMUNITY BOARD COMMUNICATION

The new Community Board would like to see more communication between the Community Boards to discuss ways to help achieve similar projects across the district.

UPDATES ON THE FOLLOWING ITEMS

Seaforth Road Car Park- KiwiCamp Installation

Refer to the Waihi Beach Infrastructure Service Report – November 2019.

Waihi Beach Rubbish Collection and Monitoring for Xmas and New Year 2019/20

Refer to the Waihi Beach Infrastructure Service Report – November 2019.

Anzac Bay Public Toilets and the possible connection to the sewerage network

This proposal is under review as the existing wastewater system is operating without issue.

Island View Playground

Funding for a concept plan is in place. Staff will be engaging with the Community Board and public to seek feedback as part of the Community Plan engagement process.

Additional Parking at Wilson Road and access across 2 Mile Creek

The bridge across 2 Mile Creek is planned to occur after the 2 Mile Creek bank protection works.

Water Catchment Reserve

Staff advise that the new exceloo has been installed and is operational. Council was successful in receiving a Government Grant towards expanding the carpark. The carpark expansion is currently in the planning stages.

THREE MILE CREEK BRIDGE ALTERATIONS

The Community Board extends thanks to staff and contractors who have undertaken and completed the Three Mile Creek bridge alteration.

Staff Comment:

Refer to the Infrastructure Services Report. Completion is expected prior to the holiday season.

ATTACHMENTS

1. **ECHO Walking Festival Letter Chairs Report** [↓](#)
2. **Waihi Beach Environment Society Correspondence Chairs Report**



ECHO Walking Festival Committee
c/- Teresa Qualtrough
Waihi Beach Events & Promotions
26 Wilson Road
Waihi Beach 3611

30 September 2019

Waihi Beach Community Board
C/- Western Bay of Plenty District Council
Private Bay 12803
Tauranga

Dear Community Board Members

I am writing on behalf of the Echo Walking Festival Committee. Our members include representatives from Sport Waikato, Town Promoters (Go Waihi, Katch Katikati), and Sport'n'action Waihi.

The Festival aims is to get people out and about in our beautiful scenic backyard. Promoting healthy active lifestyles, our guided walks target all age groups and fitness levels. We aim to provide a little something 'extra' in each walk. This year we are aiming to offer some new Waihi Beach walks which will showcase The Trig Walk, Waihi Beach Reservoir and Shelly Bay as well as boost the wellbeing factor by incorporating Tai Chi, Yoga and exploration into several walks.

The walking festival continues to attract more and more people to the Kaimai/Coromandel region including the Waihi Beach area. The walks on offer truly do showcase our beautiful natural environment and wildlife and the fact that the walks are guided means people get to learn about the fascinating history that many of our walks have.

In past years the Waihi Beach Community Board has supported the Festival with a generous donation towards the promotion and running of the event and we truly appreciate it.

We would love to have your support again this year. We respectfully ask for a donation of \$500 to help with the 2019 Festival which is being held 28 March - 19 April 2020.

Please feel free to contact me to find out more on 0277 481 524. The Festival Committee and I look forward to your reply.

Regards

Teresa Qualtrough
teresa@waihibeachinfo.co.nz
Echo Walking Committee
www.echowalkfest.org.nz

Waihi Beach Environment Society Inc

C/- H Meiklejohn

66 Citrus Avenue

Waihi Beach 3611

5 September, 2019

Western Bay of Plenty District Council

Private Bag 12803

Tauranga Mail Centre

Tauranga 3143

Attention Aileen Alty, Senior Governance Advisor for Waihi Beach Community Board

Dear Aileen Alty,

Thank you for your letter of 15 August 2019 regarding the Society's application for funding to the Waihi Beach Community Board – July 2019 and advising that \$500 has been granted for purchase of new traps and mechanisms.

Attached is a copy of the receipt for the expenditure of materials to make 24 trap boxes and to repair other boxes as necessary. Once the boxes are made we will buy trap mechanisms from the remaining grant and from funds we still have *. They will cost up to \$1200 depending on quality.

In the letter it was mentioned that the Society "had a healthy bank account" and "had the ability to pay for the required items from their own funds".

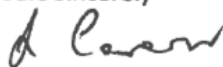
As I pointed out in the application while the bank account is healthy, \$8000 has to be spent in the Athenree Wetlands. Much of the rest of the money is for operations like a first ever trapping morning tea for our 15 trappers, cost \$90.50, bait, gas cannisters for self-setting traps, lure bottles for those traps and spare parts as the rats have started eating the possum traps.

We have our AGM coming up with advertising, hall hire, reviewer donation, etc to fund. At the moment the operating bank balance is * \$2358 including \$207 received this week from former member Zenya Hansens's estate to pay for the sign we have had made to put out at working bees. We still have the \$8000 set aside for the Athenree Wetlands.

Society members could be out fund raising, but working as volunteers on trapping, litter and weed control, planting and administration takes a lot of our time.

Thank you once again for the \$500. It is appreciated.

Yours Sincerely



Jim Cowern, President Waihi Beach Environment Society Inc

*** TAX INVOICE GST INCLUSIVE ***
 REG NO 88-481-968

=====

WAIHI MITRE 10
 SEDDON STREET WAIHI
 PH 07 8638087

03/09/2019 13:48 D#400 Op:NRS Reg:A7

To: \$
 LABON
 CASH SALES
 9/129 EMERTON RD
 WAIHI BEACH
 021402548
 Customer Ref:

250X25 RAD MERCH H3.2 RS LM			
227359	LM		Pieces: 2
9.6 @	\$9.52 - 10.0		\$82.25
2 x 4.8m			
200X25 RAD MERCH H3.2 RS LM			
227358	LM		Pieces: 4
19.2 @	\$7.40 - 12.5		\$124.32
4 x 4.8m			
50X25 RAD MERCH H3.2 RS LM			
620401	LM		Pieces: 1
8.4 @	\$1.79 - 10.0		\$13.53
1 x 8.4m			
PLY 17MM 2400X1200 CD H3			
434143	EACH		
1 @	\$93.70 - 5.0		\$89.02
75X40 RAD FJ CEILING BAT H1.2 KD MG LM			
119827	LM		Pieces: 1
7.2 @	\$4.47 - 7.5		\$29.77
1 x 7.2m			
WIRE NETTING SQ GALV 19MM X 900MM X 5M			
244528	EACH		
1 @	\$38.67 - 7.5		\$35.77
NAIL FLAT PLAIN GALV 50X2.5MM 2KG			
293054	PACK		
1 @	\$22.98 - 7.5		\$21.26
SCREW TIMBER HEX GALV NED 12GX25MM 15PK			
231683	PACK		
3 @	\$5.20 - 7.5		\$14.43
SCREW SELF TAP CSK SQ 10X38 SS302 25PK			
231557	PACK		
1 @	\$14.80 - 12.5		\$12.78
SCREW HEX T17 HIGRIP W/SEAL 12GX50 50PK			
194794	PACK		
1 @	\$24.47 - 7.5		\$22.63
STAPLE PLAIN GALV 19X2.0MM 500G			
293294	PACK		
1 @	\$9.98 - 12.5		\$8.73
LIQUID NAILS ADHESIVE CART 375ML			
370719	EACH		
1 @	\$6.15 *N		\$6.15

=====

(Discount \$46.19) Total \$460.64

E-MCARD [519163....8028] \$460.64

Tendered \$460.64

Balance \$0.00

=====

This sale includes GST of \$60.08

8.4 COUNCILLORS REPORT

File Number: A3619650

Author: Aileen Alty, Senior Governance Advisor

Authoriser: Kirstie Elder, Governance Manager

EXECUTIVE SUMMARY

A verbal report from Councillors Denyer and Henry will be given at the meeting.

RECOMMENDATION

That the Councillor's Report to the Waihi Beach Community Board for November 2019 be received.

8.5 LOCAL GOVERNMENT NEW ZEALAND - CALL FOR NOMINATIONS FOR THE ELECTION OF THE NEW ZEALAND COMMUNITY BOARDS' EXECUTIVE COMMITTEE (NZCBEC)

File Number: A3619426

Author: Aileen Alty, Senior Governance Advisor

Authoriser: Kirstie Elder, Governance Manager

EXECUTIVE SUMMARY

Nominations for representatives and deputies are being sought for the New Zealand Community Boards Executive Committee by Local Government New Zealand. The Executive Committee is made up of six geographic zones. The Western Bay of Plenty District Council is part of Zone 2 which incorporates the following authorities:

Environment Bay of Plenty	Rotorua District Council
Environment Waikato	South Waikato District Council
Gisborne District Council	Taupo District Council
Hamilton City Council	Tauranga City Council
Hauraki District Council	Thames-Coromandel District Council
Kawerau District Council	Waikato District Council
Matamata-Piako District Council	Waipa District Council
Opotiki District Council	Waitomo District Council
Otorohanga District Council	Whakatane District Council

Every person who holds office as a Community Board member is qualified to be appointed to the Executive Committee and nominators and seconders must be from within the Zone in which the election is taking place. Details are provided in the attached memo and nomination form (Attachment 1). A copy of the role of CBEC and Conduct of Elections is also included.

Nominations for the Executive Committee were to be received by the returning officer not later than Friday 6 December 2019 accompanied by a brief curriculum vitae. The Community Board may have nominated a member, and any nominations were to be seconded by another Community Board in the Zone 2 District.

RECOMMENDATION

1. That the report from the Senior Governance Advisor dated 8 November 2019 regarding Local Government NZ – Zone 2 representation be received.
 2. (a) That the information from Local Government New Zealand be received.
OR
(b) That the Waihi Beach Community Board advise their nomination of _____ for the Zone 2 representative and _____ for Deputy Representative to the New Zealand Community Boards Executive Committee.
-

ATTACHMENTS

1. Memorandum: Community Board Executive Elections: call for nominations

MEMORANDUM

**We are.
LGNZ.**

Date: 6 November 2019
To: Community Board Members
CC: Mayors, Chief Executives, Community Board Co-ordinators
From: Malcolm Alexander, Chief Executive, LGNZ
Subject: Community Board Executive Elections: call for nominations

Introduction

Nominations for representatives and deputies on the New Zealand Community Boards' Executive Committee (CBEC) are now due and must be received by LGNZ by **5.00pm Friday 6 December**.

The Executive Committee is made up of six representatives, one from each of the six LGNZ zones which are described in the LGNZ rules (please check the [LGNZ website](#) if you are not sure what Zone your board and council is located in). A description of CBEC and its role is attached.

Following the close of nominations, voting papers, where a contested election is required, will be sent to all community boards by **Friday 13 December 2019**.

Nominations

A nomination form is attached. Please note that your nomination form must be signed by two community board members from within your zone. The form must be **received** by the Returning Officer no later than **5.00pm Friday 6 December**. It is recommended that nominations are accompanied by a brief curriculum vitae (CV) outlining the nominee's relevant experience for the position being sought. CVs will be distributed to members along with the voting papers. Please note that late nominations will not be accepted.

Nominations and CVs can, if you wish, be returned by email to leanne.brockelbank@lgnz.co.nz.

Elections

If more than one nomination for a position is received, voting papers and CVs will be sent out to community boards by **Friday 13 December**. Completed voting forms are due back to the Returning Officer by **5:00pm Friday 7 February 2020**. Please note that late votes will be declared informal.

We recommend that you make provision for voting for the Zone CBEC representative on the agenda of your next community board and, once voting papers are sent out, delegate the authority to exercise the board's vote to the Chairperson or a sub-committee prior to the close of voting on **Friday 7 February 2020**.

Information for Nominees

For more information on what it means to be a member of CBEC, please contact:

- The current CBEC chair, Mick Lester, mickandjanelester@gmail.com or 027 546 0755;
- Your current CBEC Zone representative; or
- Mike Reid, Local Government New Zealand, 04 924 1204.

Please direct any general enquiries regarding the nomination and election process to Leanne Brockelbank, phone 04 924 1212, or email leanne.brockelbank@lgnz.co.nz.



Malcolm Alexander
Chief Executive
Local Government New Zealand

Attachment 1: The role of CBEC

The Executive Committee meets four times a year, usually in Wellington and travel expenses will be reimbursed by Local Government New Zealand. Since mid 2002 the Executive Committee has been working with Local Government New Zealand. A Memorandum of Understanding has been negotiated which gives the Executive Committee the status of an advisory committee to the National Council of Local Government New Zealand. This role involves:

1. Providing advice to the National Council of Local Government New Zealand on all matters involving community boards;
2. Liaising between Local Government New Zealand and community boards to gather information on issues and matters of national interest;
3. Keeping the National Council of Local Government New Zealand informed of current and future issues of concern to community boards that may have implications for local government generally; and
4. Advising on training needs of community boards and their members that might be included in a national capacity building strategy.

Attachment 2: Conduct of elections

The election of the Executive Committee members will be conducted in accordance with these guidelines:

1. The Returning Officer for the elections is Malcolm Alexander, Chief Executive, LGNZ. He will appoint a Deputy Returning Officer.
2. Nominations are being called for by LGNZ.
3. Successful candidates assume office following the completion of the election in each zone and serve in office until their successor assumes office.
4. Nominators and seconders must be from within the Zone in which the election is taking place. Nominations will be accepted only from members of the Zone in which the election is taking place. Every person who holds office as a community board member is qualified to be elected to the Executive Committee.
5. If only one nomination is received, that person will be declared elected and no voting will take place. If no nominations are received by the date nominations close, the Executive Committee shall consider the action required to fill the position at its next meeting.
6. If more than one nomination is received for any position, elections will be held and will be conducted by way of a postal vote. Each community board has a single vote for the purpose of the elections (Rule E6(c)). Your community board may now wish to consider the procedures it will follow to ensure that the matter is given attention and any nomination and your voting papers are completed on time.
7. Candidates may stand for both positions, but if they are elected to both positions they are required to vacate the Deputy's position.
8. Voting papers must be signed by the Community Board Chair or notified alternative. If the voting paper is signed by a person other than the Chair, the notification of approval must be either forwarded to the Returning Officer prior to the election taking place, or attached to the voting paper. Approval may take the form of a signed approval from the Chair or a resolution from the relevant community board.
9. Voting papers will be destroyed by the Returning Officer after the results have been declared.



Nomination for office of
New Zealand Community Boards' Executive Committee
Zone Representative

To: Leanne Brockelbank
Local Government New Zealand
PO Box 1214
Wellington
leanne.brockelbank@lgnz.co.nz

to be received by LGNZ by 5.00pm, Friday 6 December 2019.

We, the undersigned acting on behalf of the Community Boards shown below, hereby nominate

.....[name] of

.....[address/council]

as a candidate for election to the office of Zone.....(please complete) Representative on the New Zealand Community Boards' Executive Committee.

Nominated by:
[Community Board]

Signed by:

Title:

Nomination is seconded by:
[Community Board]

Signed by:

Title:

ACCEPTANCE: I,[name],
being a community board member, hereby accept the above nomination

Signed:

Date:

8.6 INFRASTRUCTURE SERVICES REPORT - WAIHI BEACH - NOVEMBER 2019**File Number: A3619503****Author: Gary Allis, Deputy CEO/Group Manager Infrastructure Services****Authoriser: Gary Allis, Deputy CEO/Group Manager Infrastructure Services****EXECUTIVE SUMMARY**

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

RECOMMENDATION

That the Deputy Chief Executive Officer's Report dated 7 November 2019 and titled Infrastructure Services Report Waihi Beach November 2019 be received.

UTILITIES**Home Worm Composting Workshops & Plastic Free July 2019 – What has happened since 16 July 2019**

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.

With markets for plastics bags 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 that came into effect on 1 July 2019 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.

Council is 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.

What is Next

Staff will provide the outcome of Plastic Free July to Community Board Members.

Kerbside Rubbish & Recycling Services - What has happened since 16 July 2019

Council has considered the 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 by opening on the Monday of the long weekend.

What is Next

The intention is to now secure the contract(s) by July 2020 for services to become operational in July 2021.

Western Solid Waste

Athenree Recycle Centre opened on Labour Monday, 28 October 2019 from 10 am to 4 pm. This is an additional open day for the public holiday. The centre will still be open on its usual open hours on a Thursday from 1 pm to 4 pm; Saturday from 9am to 12pm and Sunday from 1 pm to 4 pm.

Residents and holidaymakers recycled their bottles, plastics #1 & #2, paper and cardboard at the centre for free. Greenwaste drop-off is charged for. No rubbish bags accepted onsite. Pre-paid rubbish bags can be purchased from supermarkets and dairies in the Waihi Beach area and put out for collection by 7:30 am on Mondays.

The next public holiday that falls on a Monday is Auckland Anniversary on Monday, 27 January 2020. The centre will be open from 10am to 4pm.

Holiday Hours for Athenree Recycle Centres

The Athenree Recycle Centre will open on additional days with extended hours. The table below shows the days starting on 24 December 2019 to the end of January 2020. **Attachment A**

The open hours will be communicated through flyers, newspapers, social media and the Council Website. A large sign displaying the hours will also be placed on the gate for customers driving past.

Kerbside Rubbish & Recycling Collections

Kerbside collections in Waihi Beach and surrounding areas are not affected by Christmas and New Year. Normal Monday collections will be available throughout the holiday period. All bags and bins are to be placed on the kerbside by 7.30am on a Monday morning for collections by contractors.

ASSET & CAPITAL

Waihi Beach Pio Shores Stormwater

Council Utilities has engaged Tonkin & Taylor to investigate stormwater improvement options. Three community workshops have been held to date.

The Tonkin & Taylor Stormwater Management Report has been received and provided to the Pio Shores/Bowentown care group for circulation.

A community workshop was held on 9 November 2019, where the findings of the above mentioned report were discussed in addition to the outline on what improvement options and finances are available to implement in the 2020/21 financial year.

Another meeting will be held on 15 February 2020, in the interim a consultant will be engaged to undertake further investigations on some of the options discussed at the 9 November 2019 meeting.

RESERVES

Athenree Foreshore Reserve Landscape

No works to date although the budget may be used for a feasibility study to provide a cycle/walkway connection from Emerton road to Athenree.

What is Next

Staff will consider a feasibility study to provide a cycle/walkway connection from Emerton road to Athenree. Staff are engaging with Tengata Whenua soon to identify possible routes that may be acceptable. A feasibility investigation will follow once possible “satisfactory” routes are known.

KiwiCamp

Onsite works commence on 27 November 2019. The facility building should be operational before Christmas 2019. Currently we are waiting for the Heritage NZ approval appeal to end.

Waihi to Waihi Beach Cycleway

Discussions with landowners are continuing. Alternative connections are being considered.

STRATEGIC PROPERTY

Nothing to report for this month.

PROJECTS

Nothing to report for this month.

ROADING**LED Street Lighting Conversion – What has happened since October 2019**

Western Bay of Plenty District Council (WBOPDC) and WestLink have been in consultation with Tauranga City Council (TCC), PowerCo and Horizons to establish areas where further details will be required and the finished look of converted street lighting.

What is Next

Further consultation is required with Council to explore decorative street lights prior to any decision by staff being made. The standard “like for like” replacements begin early 2019 and works are predicted to go for approximately 12-18 months.

3 Mile Creek Bridge

3-Mile Creek bridge approaches are waiting the final certification. A concrete path connection to Glen Isla Place is being constructed in late November 2019. Connection to the Loop is subject to funding.

ATTACHMENTS

1. **Athenree Recycling Centre Summer Hours - 23 December 2019 - 31 January 2020** [↓](#)

ATTACHMENT A

Summer hours

23 December 2019 - 31 January 2020

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
23 Dec Closed	24 Dec 1pm - 4pm	25 Dec Closed <small>Christmas Day</small>	26 Dec Closed <small>Boxing Day</small>	27 Dec Closed	28 Dec 9am - 4pm	29 Dec 9am - 4pm
30 Dec Closed	31 Dec Closed	1 Jan Closed <small>New Years Day</small>	2 Jan 9am - 4pm	3 Jan Closed	4 Jan 9am - 4pm	5 Jan 9am - 4pm
6 Jan Closed	7 Jan Closed	8 Jan Closed	9 Jan 9am - 4pm	10 Jan Closed	11 Jan 9am - 4pm	12 Jan 9am - 4pm
13 Jan Closed	14 Jan Closed	15 Jan Closed	16 Jan 9am - 4pm	17 Jan Closed	18 Jan 9am - 4pm	19 Jan 9am - 4pm
20 Jan Closed	21 Jan Closed	22 Jan Closed	23 Jan 1pm - 4pm	24 Jan Closed	25 Jan 9pm - 12 noon	26 Jan 1pm - 4pm
27 Jan 10am - 4pm <small>Auckland Anniversary</small>	28 Jan Closed	29 Jan Closed	30 Jan 1pm - 4pm	31 Jan Closed		



Athenree Recycling Centre
64 Steele Road, Athenree.

westernbay.govt.nz | Te Kaunihera a rohe mai i nga Kuri-a-Whare ki Otamarakau ki te Uru



Western Bay of Plenty
District Council

8.7 FINANCIAL REPORT WAIHI BEACH - SEPTEMBER 2019**File Number: A3619460****Author: Ian Butler, Finance Manager****Authoriser: Kumaren Perumal, Group Manager Finance and Technology Services****EXECUTIVE SUMMARY**

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

Attached are the financial statements for the period ended 30 September 2019 (Attachment 1).

Total operating costs are under budget year-to-date, and includes conference expenses, contingency, grants, mileage allowance, miscellaneous expenses, salaries and inter-department charges.

RECOMMENDATION

That the Finance Manager's report dated 18 November 2019 and titled "Financial Report Waihi Beach – September 2019" be received.

GRANT PAYMENTS TO DATE:

	\$
Waihi Beach Environment Society – purchase of traps [WB22.5]	500
2019/20 grants to date	\$500

COMMITMENTS – OPERATIONAL EXPENDITURE:

	\$
No commitments to date	
Total outstanding operational commitments	\$0

2019/20 RESERVE ANALYSIS:

2019/20 Opening balance	\$281,622
No transactions to date	
2019/20 Closing balance	\$281,622

COMMITTED – RESERVE EXPENDITURE:

Funding for projects relating to the Broadlands Block Reserve Concept Plan to be funded from the Waihi Beach Community Board Reserve [C10.4 on 28 July 2011]; of this funding, Council approved up to \$5,000 for an engineering report on the mixed development of Broadlands Block from the \$50,000 already identified for Broadlands Block development [C39.2]	Up to \$(50,000)
Funding for engagement of a student to undertake research to collate an updated community/town centre plan for the Waihi Beach area [WB17.2.3] \$25,000.(Note \$15,222.74 paid as at 30-Oct-19)	\$(20,600)

Further funding for engagement of a student to undertake research to collate an updated community/town centre plan for the Waihi Beach area [WB22.3.8] \$27,000	\$(27,000)
WB22.3.9 Fund \$30,000 to the Waihi Beach Community Development Trust - Waihi Beach MenzShed from the Waihi Beach Community Board Reserve Account.	\$(30,000)
Funding for engagement of local landscaper to provide assessment of Waihi Beach Road entranceway on current conditions and to provide recommendations [WB17.5.3]	\$(2,000)
Funding for the installation of a sprinkler system in the new extension of the Athenree Homestead Trust building [WB20.2.6]	\$(11,400)
2019/20 Closing balance after committed expenditure	\$140,622

ATTACHMENTS

1. Waihi Beach Income Expenditure Statement Period Ended 30 September 2019

**Western Bay of Plenty District Council
Income and Expenditure Statement
For the period ended 30 September 2019**

Waihi Beach Community Board

	Year to Date				Full Year	Last Year
	Actual	Budget	Variance		Budget	Actual
	\$	\$	(Unfav)/Fav \$		\$	\$
Direct Costs						
Additional Levels of Service	0	0	0	<input checked="" type="checkbox"/>	0	0
Conference Expenses	0	501	501	<input checked="" type="checkbox"/>	2,000	541
Contingency - [see breakdown below]	0	501	501	<input checked="" type="checkbox"/>	2,000	4,252
Grants	500	1,251	751	<input checked="" type="checkbox"/>	5,000	5,000
Mileage Allowance	331	1,251	920	<input checked="" type="checkbox"/>	5,000	2,798
Miscellaneous Expenses	0	750	750	<input checked="" type="checkbox"/>	3,000	0
Salaries	4,312	5,973	1,661	<input checked="" type="checkbox"/>	26,198	22,271
Inter Department Charges	8,976	8,976	0	<input checked="" type="checkbox"/>	35,903	35,904
Operating Costs	14,119	19,203	5,084	<input checked="" type="checkbox"/>	79,101	70,765
Total Operating Costs	14,119	19,203	5,084	<input checked="" type="checkbox"/>	79,101	70,765
Interest Expense	0	0	0	<input checked="" type="checkbox"/>	0	0
Depreciation	0	0	0	<input checked="" type="checkbox"/>	0	0
Total Direct Costs	14,119	19,203	5,084	<input checked="" type="checkbox"/>	79,101	70,765
Total Costs	14,119	19,203	5,084	<input checked="" type="checkbox"/>	79,101	70,765
Income						
Rate Income	20,243	19,776	467	<input checked="" type="checkbox"/>	79,101	79,905
Total Direct Income	20,243	19,776	467	<input checked="" type="checkbox"/>	79,101	80,456
Net Cost of Service	6,124	573	5,551	<input checked="" type="checkbox"/>	0	9,691
<u>Contingency - breakdown</u>						
No transactions to date	0					
Year to date contingency costs	0			<input checked="" type="checkbox"/>	<i>Favourable Variance</i>	
<u>Community Board Reserves</u>						
Opening Balance - Surplus (Deficit)	281,622					
No transactions to date	0					
(Decrease) Increase in year	(0)					
Closing Balance - Surplus (Deficit)	281,622					

8.8 DRAFT 2020/21 ANNUAL OPERATING BUDGET**File Number:** A3619648**Author:** Aileen Alty, Senior Governance Advisor**Authoriser:** Kirstie Elder, Governance Manager**EXECUTIVE 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 Senior Governance Advisor dated 8 November 2019 and titled Draft 2020/21 Annual Operating Budget be received.
2. THAT it be recommended to the Annual Plan and Long Term Plan Committee that the Waihi Beach Community Board Draft 2020/2021 Annual Operating Budget be:

Operating Costs	2020/21	
CBD Road Closure	1,000	
Conference/Training	2,000	
Extra Rubbish Collection	2,000	
Contingency	2,000	
Grants	5,000	
Mileage Allowance	5,000	
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.

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 Waihi Beach Community Board set their 2019/20 Budget in October 2018 (Reference WB1618) as outlined below. The actual totals for 2019 are shown below along with the 2020/21 Budget.

	2019/20 Actual	2020/21 Budget
<u>Waihi Beach</u>		
CBD Road Closure	-	1,000
Conference Training	541	2,000
Extra Rubbish Collection	-	2,000
Contingency	4,252	2,000
Grants	5,000	5,000
Mileage allowance	2,798	5,000
Salaries	<i>Determined by Remuneration Authority</i>	
Inter Departmental Charges	<i>Determined by Overhead Costs Allocated</i>	

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 Waihi Beach 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.

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.	

8.9 COUNCIL, STANDING COMMITTEE AND COMMUNITY BOARD MEETINGS

File Number: A3619649

Author: Aileen Alty, Senior Governance Advisor

Authoriser: Kirstie Elder, Governance Manager

RECOMMENDATION

That the schedule of meetings for November and December 2019 be received.

ATTACHMENTS

1. **Formal Meeting Schedule 2019** [↓](#)

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

NOVEMBER 2019			
Meeting	Date	Time	Venue
Inaugural Meeting Council and Community Boards	7 November	1.00pm	Council Chamber
Te Puke Community Board	14 November	7.00pm	Te Puke Library and Service Centre
Waihi Beach Community Board	18 November	6.30pm	Waihi Beach Community Centre
Omokoroa Community Board	19 November	7.00pm	Omokoroa Community Church Hall
Katikati Community Board	20 November	7.00pm	The Centre Pātuki Manawa
DECEMBER 2019			
Meeting	Date	Time	Venue
Council	5 December	9.30am	Council Chamber
Long Term and Annual Plan Committee	17 December	9.30am	Council Chamber