



# MEETING — AGENDA —

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Western Bay of Plenty  
District Council

# WAIHI BEACH

## COMMUNITY BOARD

*Poari Hapori*

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**WB12**

**Monday, 23 April 2018**

**Waihi Beach Community Centre**

**6.30pm**

# Notice of Meeting No WB12 Te Karere

## Waihi Beach Community Board Poari Hapori

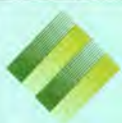
**Monday, 23 April 2018**  
**Waihi Beach Community Centre**  
**6.30pm**

Members:

A Sole (Chairperson)  
M Roberts (Deputy Chairperson)  
B Hepenstall  
R Parsons  
Councillor D Marshall  
Councillor M Williams

Media  
Staff

Miriam Taris  
**Chief Executive Officer**  
**Western Bay of Plenty District Council**



*Western Bay of Plenty  
District Council*

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

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# **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

# Agenda for Meeting No. WB12

Pages

**Present  
In Attendance  
Apologies**

## **Public Forum (if Required)**

A period of up to 30 minutes is set aside for a public forum. Members of the public may attend to address the Board for up to three minutes on items that fall within the delegations of the Board provided the matters are not subject to legal proceedings, or to a process providing for the hearing of submissions. Speakers may be questioned through the Chairperson by members, but questions must be confined to obtaining information or clarification on matters raised by the speaker. The Chairperson has discretion in regard to time extensions.

Such presentations do not form part of the formal business of the meeting, a brief record will be kept of matters raised during any public forum section of the meeting with matters for action to be referred through the customer contact centre request system, while those requiring further investigation will be referred to the Chief Executive.

## **Recommendation**

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

WB12.1      **Minutes of Meeting No. WB11 of the Waihi Beach Community Board Held on 12 March 2018**      6-14

## **Recommendation**

*THAT the minutes of meeting no. WB11 of the Waihi Beach Community Board held on 12 March 2018 as circulated with the agenda be confirmed as a true and accurate record.*

WB12.2      **Council Decisions on Board Recommendations - April 2018**      15-16

Attached is a report from the Democracy Advisor dated 3 April 2018.

WB12.3      **Chairperson's Report**      17-23

Attached is a report from the Chairperson dated 9 April 2018.

WB12.4	<b>Councillor's Report</b>	24
	Attached is a report from Councillor Williams dated 9 April 2018.	
WB12.5	<b>Infrastructure Services Report Waihi Beach - April 2018</b>	25-39
	Attached is a report from the Deputy Chief Executive dated 6 April 2018.	
WB12.6	<b>Financial Report Waihi Beach - February 2018</b>	40-42
	Attached is a report from the Management Accountant dated 3 April 2018.	
WB12.7	<b>Council, Standing Committee and Community Board Meetings</b>	43
	Attached is a schedule of meetings for the months of May and June 2018	
	<b>Recommendation</b>	
	<i>THAT the schedule of meetings for May and June 2018 be received.</i>	

## Western Bay of Plenty District Council

**Minutes of Meeting No. WB11 of the  
Waihi Beach Community Board held on 12 March 2018  
at the Waihi Beach Community Centre  
commencing at 6.30pm**

### **Present**

Members A Sole (Chairperson), M Roberts (Deputy Chairperson), B Hepenstall, R Parsons and Councillors D Marshall and M Williams

### **In Attendance**

K Perumal (Chief Financial Officer), His Worship the Mayor Garry Webber and A Alty (Democracy Advisor)

### **Others**

11 members of the public and one member of the press.

### **Apologies**

An apology for absence was received from the Utilities Manager Kelvin Hill.

**Resolved:** Councillor Marshall / Member Parsons

*THAT the apology for absence from the Utilities Manager be accepted.*

### **Public Forum**

**Resolved:** Members Parsons / Hepenstall

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

The Chairperson clarified the protocols relating to the Public Forum section of the meeting as set out in the Standing Orders for the Waihi Beach Community Board. He then invited the advised speakers and any other attending members of the public to take part in the Public Forum.

### **Waihi Beach Cycleway**

Anthony Thompson asked about the current status regarding the proposed cycleway throughout Waihi Beach.

Mr Thompson was advised that the maps and information relating to the proposed cycleways had been posted on the Council website.

### **Disturbance to the Rock Revetment**

Kevin Wright advised the Board that prior to Christmas a swimming pool was installed at a beach front home and the rock revetment wall was altered (moved) to accommodate the installation of the pool and the wall has never been put back to its original setting. Mr Wright asked what was the current situation to ensure the rock revetment was returned to its original placement and fixed properly.

The staff member dealing with this item would be asked to provide an update.

### **Cycleways throughout Waihi Beach**

Mr Hickey questioned if it was necessary to have defined cycleways around the town when cyclists had the ability to come and ride areas as they wished so let them explore without the expense of developing defined tracks which were lot of expense and unnecessary.

### **Dangerous Bridge Embankment**

At the last meeting Mr Hickey advised that the embankment of the bridge by the Waihi Beach Surf Club had been undermined by heavy tides/rain. He again stated that this was a 'tragedy waiting to happen'. Mr Hickey was advised that a service request had been initiated for this item.

### **Acknowledgement of work of Trudy Van Stee**

The work of Trudy Van Stee in organising and running the community group 'A Friends Place' at the Waihi Beach Community Centre was acknowledged. The Board recognised that there was a real need in the community for the services that were provided by Ms Van Stee.

### **Draining of Reservoir Dam at Waihi Beach**

Jo Donaldson, supported by other residents who lived close to the dam spoke of concerns relating to the draining of the reservoir dam being:

- The eco system was being damaged by the complete draining of the dam. There used to be an abundance of aquatic, frog, duck and bird life in the immediate area and the whole eco system was disturbed when the dam was totally drained.
- If the eco system was totally destroyed it would be hard to get back over time.
- The area smelt when the dam was completely drained.

- A lot of people now used the Trig Walkway and when the reservoir was empty it was a smelly desolate scene.
- Huge volumes of water traversed the creek when released from the dam and this was of great concern as children often played in the creek water, eeling and fossicking in the immediate vicinity.
- The drainage of the dam seemed to happen on a random basis without warning.
- What were the Health and Safety requirements relating to the release of water from the reservoir?
- Should a warning system be put in place?

Ms Donaldson advised that residents would like a report on the policy and management of draining the reservoir, asking who had the authority to undertake the draining, when and why. They had been advised that the draining was a computer generated operation and if this was the case why was it not done on a gradual controlled basis and did the reservoir actually need to be completely drained. Advice had been given that in the past a tap could not be turned off during draining. Residents advised that they had expressed their concerns for over two years now and felt that they were not been listened to or getting any answers or explanations to their questions that had previously been raised.

The residents reiterated that they were not against any flood control measures but asked if the reservoir could be drained in a more controlled manner and measures put in place to protect and preserve the eco systems and wildlife in the immediate vicinity.

**Resolved:** Members Sole / Roberts

*THAT the Waihi Beach Community Board request a report on the items raised relating to the draining of reservoir dam at Waihi Beach.*

### **Freedom Campers Water Use**

A resident stated that he had seen freedom campers filling large containers with water that they did not have to pay for and he had to pay for his water and in his opinion, this was unfair to ratepayers.

### **Armistice Day Commemoration**

A resident asked what the Council and the Community Board would be doing to commemorate the 100 year anniversary of Armistice Day on 11 November 2018.

The Chairperson advised that as far as he was aware this was not an event that the Council or Community Board would be organising.

**Resolved:** Member Roberts / Councillor Williams

*THAT the meeting be re-convened in formal session at 6.50pm.*

The Chairperson advised that the meeting was now under formal process and members of the public were most welcome to stay but may not interject or speak to Board members during the course of the formal meeting.



WB11.1 **Minutes of Meeting No. WB10 of the Waihi Beach Community Board Held on 5 February 2018**

The Board considered the minutes no. WB10 of the Waihi Beach Community Board Meeting held on 5 February 2018 as circulated with the agenda.

**Resolved:** Member Parsons / Councillor Marshall

*THAT the minutes of meeting no. WB10 of the Waihi Beach Community Board held on 5 February 2018 as circulated with the agenda be confirmed as a true and accurate record.*

WB11.2 **Chairperson's Report**

The Board considered a report from the Chairperson dated 22 February 2018 as circulated with the agenda.

WB11.2.1 **Waihi Beach Cycleways**

The Board were unanimous in their agreement that any of the proposed cycleways throughout Waihi Beach should not traverse across any sand dunes and requested that any consent processes be modified to accommodate this requirement and that the proposed cycleways be progressed as soon as possible.

**Resolved:** Councillors Williams / Marshall

*THAT the Waihi Beach Community Board advise the Operations and Monitoring Committee that the Board were unanimous in their agreement that any walkway/cycleway developments throughout Waihi Beach should run along-side the immediate landward side (inland side) of the sand dunes.*

WB11.2.2 **CCTV Cameras**

The Chairperson advised that he had discussed options relating to the placement of CCTV cameras in specific areas at Waihi Beach with Council's Community Development Officer and the local police. He had also been in contact with the Hauraki District Council as the police service for Waihi Beach was within the Waikato district and police call-outs to Waihi Beach were dealt with from Waihi and Paeroa stations.

The Board would further discuss this topic at a future workshop.

**WB11.2.3 Bay of Plenty Regional Council - Long Term Plan**

The Chairperson advised that submissions to the Bay of Plenty Regional Council Long Term Plan were open until Monday 19 March 2018. Bay of Plenty Regional Council staff held a community forum at the Katikati Memorial Hall on Wednesday 7 March 2018. The Board would be making a submission to the Bay of Plenty Regional Council Long Term Plan.

**WB11.2.4 Draft Regional Land Transport Plan**

The Draft Regional Land Transport Plan was available for public consultation and submission until 23 March 2018. The Bay of Plenty Regional Council will submit the final Regional Land Transport Plan to New Zealand Transport Agency on 30 June, with the agency releasing its National Land Transport programme at the end of August 2018.

**WB11.2.5 Town Centre Plan**

The Board would be giving consideration to a review of the Waihi Beach Town Centre Plan (2008) at a future workshop. This would be a first step in the process of developing a new and updated Town Centre Plan.

The Chief Financial Officer advised that the finance team were currently consolidating funding reports relating to the Waihi Beach Town Centre Development Fund. This information would be made available to the Board in the near future.

**WB11.2.6 Waihi Beach Historical Event**

The Board was advised that organising the forthcoming Waihi Beach Historical event to be held during a five-day period from 13-17 October 2018 at the Waihi Beach Community Hall was progressing well.

**WB11.2.7 Community Board Strategies - Future Directions**

The Long Term Plan Committee will adopt the Consultation Document on 15 March and this would be followed by a six-week consultation period from 23 March to 3 May 2018. A 'have your say' event will be held at the Waihi Beach RSA on Saturday 28 April from 10.00am to 12.00pm. The event would include a registration area, informal information area and a separate area for a roundtable discussion between the community and Councillors/Community Board Chairs.

It was important that members of the public were encouraged to attend the 'have your say' events.

**WB11.2.8 Representative Review**

An opportunity for the public to learn more about the forthcoming representation review had been held immediately before this Community Board meeting in the Waihi Beach Community Centre from 4.30pm to 6.30pm.

**Resolved:** Members Sole / Parsons

*THAT the Waihi Beach Community Board Chairperson's Report dated 22 February 2018 be received.*

**WB11.3 Councillor's Report**

The Board considered a report from Councillor Marshall dated 28 February 2018. as circulated with the agenda.

**State Highway Two Update**

Councillor Marshall stressed the importance of members of the public being aware of the Draft Regional Land Transport Plan that was open for consultation and submission until 23 March 2018.

A recent bus tour to the northern corridor highlighted the dangers of the highway particularly in peak traffic periods.

The Board was advised that His Worship the Mayor, Western Bay Councillors and staff continued to lobby strongly for improvements to the highway to be undertaken as soon as possible

**Resolved:** Councillors Marshall / Williams

*THAT the report from Councillor Marshall dated 28 February 2018 be received.*

**WB11.4 Infrastructure Services Report Waihi Beach - March 2018**

The Board considered a report from the Deputy Chief Executive dated 21 February 2018 as circulated with the agenda.

**WB11.4.1 Broadlands Block**

The Board noted that at this point in time the Broadlands Block golf proposal had not proceeded as expected. The Board would like the earlier approved funding of \$50,000 for projects relating to the Broadlands Block Reserve Concept Plan from the Waihi Beach Community Board Reserves

Account (Reference C10.4 28 July 2011) be specifically allocated for the enhancement of the Broadlands Block and a planting and maintenance plan presented to the Board as soon as possible.

**Resolved:** Members Parsons / Hepenstall

*THAT the Waihi Beach Community Board terminate any agreement relating to the proposed golf proposal on the Broadlands Block as it stands at this time, and request that an enhancement planting and maintenance programme be initiated and presented to the Board for approval.*

#### WB11.4.2 **Broadlands Block Pathways**

The Board was frustrated to read the advice that 'staff were sourcing suitable material as a final surface for the Broadlands Block pathways and that a trial example would be put in place and assessed.'

The Board was aware that a lime and fines surface mix had been successfully used for the Haiku pathway at Katikati and this was the type of surface that the Board sought to be used for the Broadlands Block pathways so the source should already be available and a trial example and assessment of the right mix of lime and fines should be unnecessary.

#### WB11.4.3 **Emergency Management**

Board Member Roberts noted that the reporting under this topic in the Infrastructure Report was still incorrect and she would speak directly to the Emergency Manager. The Community Response Plans for Waihi Beach, Athenree and Bowentown were all separate and specific to their respective areas and should be referred to in this manner.

#### WB11.4.4 **Waihi Beach Stormwater Model**

The Board was advised that the Waihi Beach Stormwater Modelling had been completed and the information applied to new building consent and resource consents processes to ensure future dwellings were not affected by flooding in specific identified areas.

#### WB11.4.5 **Edinburgh Street Inquiry - Formerly Referred to as Dillon Street Item**

It was ascertained that an earlier inquiry referred to a Dillon Street property whereas it actually related to a private property in Edinburgh Street. The Strategic Property Manager would be asked to advise if all necessary consents had been obtained for ground works undertaken on the property.

WB11.4.6      **Community Roading Budget - Budget Funding Information**

The Board would like a breakdown of the funding of \$100,000 (showing as expended to date - Page 27 of the agenda) for the Waihi to Waihi Beach Cycleway. The same item was referred as item 9 (page 28 of the agenda) with the following status "The Trig Walkway, Dam Trail and the Track construction in the forest are partly funded by this budget. The balance of expenditure to-date is funded by the District Cycleway Budget and the Lion Foundation Grant. Positive discussions were occurring with Ngati Tara Tokanui over a route for the balance of the loop from the forest track to the dam loop. Land negotiations were currently on hold."

The Board needed to have clarification showing what monies from the \$100,000 had been spent on what specific projects, i.e. the Trig Walkway Dam, the trail and the track construction.

WB11.4.7      **Walking Track Signage - Minute Action Reference WB517 3.2**

The Board expressed frustration as to why the earlier vandalised signage was taking so long to be put in place and requested that the replacement walking track signage be installed as soon as possible.

WB11.4.8      **Seaforth Road Footpath Cross Fall - Minute Action Reference WB917 6.1**

The Chairperson advised that the Board had discussed this issue at an earlier workshop and recognised that while aware of the problem the implications for land-owners, and subsequent cost to them to realign their own driveways, it was felt that it was unlikely that work would proceed to rectify the cross fall issue at this time.

The Board asked what was Council's liability and responsibility knowing that the footpath was difficult to negotiate. The question would be forwarded to the Chief Executive Officer for comment.

WB11.4.9      **Infrastructure Service Report - Updating Items**

Board members suggested that where an item regularly appeared in the Infrastructure Service Report that had no change to the summary information from the previous report, the latest input should say - **No Change** (in bold). This would identify to members that the item was ongoing with no change between the last report and the current report included in the agenda.

**Resolved:**      Member Sole / Councillor Marshall

*THAT the Deputy Chief Executive report dated 21 February 2018 and titled Infrastructure Services Report Waihi Beach March 2018 be received.*

WB11.5            **Financial Report Waihi Beach - January 2018**

The Board considered a report from the Management Accountant dated 21 February 2018 as circulated with the agenda.

**Resolved:**        Members Sole / Parsons

*THAT the Management Accountant's report dated 21 February 2018 and titled Financial Report Waihi Beach January 2018 be received.*

WB11.6            **Council, Standing Committee and Community Board Meetings**

The Board considered a schedule of meetings for the months of March, April and May 2018 as circulated with the agenda.

**Resolved:**        Member Parsons / Councillor Williams

*THAT the schedule of meetings for March, April and May 2018 be received.*

The meeting concluded at 7.55pm.

Confirmed as a true and correct record.

\_\_\_\_\_  
A Sole  
Chairperson  
Waihi Beach Community Board

\_\_\_\_\_  
Date

WB11

Date: 3 April 2018

Open Session

Subject Committee Decision on Board Recommendation – March 2018  
– Waihi Beach Cycle Ways

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## Western Bay of Plenty District Council

### Waihi Beach Community Board

#### Decision Report from Operations and Monitoring Committee Meeting OP10 28 March 2018 - Waihi Beach Cycleways

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#### Executive Summary

The following is a decision adopted by the Operations and Monitoring Committee based on the recommendation from the Waihi Beach Community Board

**The report is provided for information purposes only.**

#### Remit from the Operations and Monitoring Committee - 28 March 2018

#### OP10.4 **Recommendatory Report from Waihi Beach Community Board - March 2018 - Waihi Beach Cycleways**

The Operations and Monitoring Committee considered a report from the Democracy Advisor dated 15 March 2018 as circulated with the agenda. The Deputy Chief Executive Officer introduced the report and he and the Reserves and Facilities Manager spoke to a powerpoint presentation. The Reserves and Facilities Manager noted that staff had provided the proposal to the Waihi Beach Community Board for their information as part of Council's process.

The Chairperson of the Waihi Beach Community Board expressed the views of the community.

In discussion of the report, it was noted that the community had expressed the desire to have the route altered to avoid the cost of consents and for the wellbeing of the dune area.

**Resolved:** Mackay / Dean

1. *THAT the Operations and Monitoring Committee notes the Waihi Beach Community Board resolution.*

Date: 3 April 2018  
 Subject: Committee Decision on Board Recommendation – March 2018  
 – Waihi Beach Cycle Ways

**Open Session**

2. *THAT the Operations and Monitoring Committee agrees that the Brighton Reserve Cycleway not be constructed on zone 2 (rear dune), and that the cycleway be relocated to the grassed area behind the dune, but that the cycleway proceeds in zone 1 linking Brighton Reserve to Hinemoa Road, subject to any required consents. (Noting that zones 1 and 2 as referred to above are shown in the map below):*



3. *THAT the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.*

## Recommendation

***THAT the report of the Democracy Advisor dated 3 April 2018 titled Committee Decisions on Board Recommendations March 2018 in regard to Waihi Beach Cycleways be received.***

Aileen Alty  
 Democracy Advisor



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# Western Bay of Plenty District Council

## Waihi Beach Community Board

### Chairperson's Report – April 2018

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#### **1. Operational Matters – Significant Service Requests/Other**

##### **1.1 Storm Water Holding Pond**

It has been some time since we asked that the storm water holding pond at the bottom of the Maranui subdivision be dredged to remove the silt

The Community Board had requested an update on when this work will be done.

Staff Advise:

The Utilities Manager has advised that the Maranui Stormwater Pond (Browns Drive Pond) is scheduled for maintenance this month (April 2018) and is being undertaken by local contractor (Beach Contractors). The works will include removing the vegetation from around the bottom pond and the scruffy dome outlet. The pond is still functioning well and while we will inspect the rest of the system, we do not anticipate removing any other vegetation from the upper pond. The reason for the delay has been due to our local contractors availability. Councils Network Engineer - Drainage will be overseeing this work.

##### **1.2 Wilson Park Storm Water Pump**

The replacement of a stormwater pump in Wilson Park that was removed some time ago has also been a very slow issue to be resolved and the Community Board request that an update and what steps are being taken to resolve this matter.

Staff Advise:

The Utilities Manager has advised that staff have been looking at Wilson Park and the surrounding streets as a holistic exercise to see if the storm water can be better managed. One of the solutions could be re-grading the area to channel storm water in a specific direction. This option is currently under consideration and is currently being designed, if it becomes apparent that storm water can still pond we will look to include a mechanical pumping system to assist the removal of storm water from the area. Please bear in mind that this solution would then incur additional operating and maintenance costs. The Community Board will be presented with a solution at the next meeting in June 2018.

## **2. Operational Matters – Projects Pending or in Progress**

### **2.1 Installation of Pedestrian Refuge Crossings**

Following requests from ratepayers for a pedestrian refuge at the roundabout corner of Emerton, Seaforth Roads and Tuna Ave. Pedestrians have highlighted dangers of having to cross Seaforth Road East/West, travelling to or from the beach or to the Yellow Dairy.

Further requests have been received for a pedestrian refuge between 10 and 18 Seaforth Road. This is an extremely wide part of the road with a bend near a beach access, toilets and a play area.

Staff Advise:

The Roading Engineer (East/West) has requested a price from West Link Contractors for a site investigation and desk top study for the respective pedestrian refuge locations.

### **2.2 Athenree Wetlands Access**

The Board would like to see the roadside entranceway into the Athenree Wetlands tidied up. The Athenree wetlands are one of the jewels in the Waihi Beach crown, but still one of the best kept secrets largely due to the unkempt and rough entranceway and untidy parking area.

The Board would like to investigate ways of improving the overall visibility and access to entranceway to the Athenree Wetlands and would support any work undertaken to achieve this.

Staff Advise:

The area of land referred to is Department of Conservation land and the Board should approach the Department of Conservation directly with a request to tidy up the roadside entranceway to the Athenree Wetland and parking area in the first instance.

### **2.3 Dam and trig Walkway Signs**

The Reserves and Facilities Manager has provided update information on this item within the Infrastructure Report Minute Action Sheet attachment.

### **2.4 Dam Water Level Control Process**

The Community Board is aware that there is a new procedure being implemented to control the water level of the dam.

A copy of the Waihi Beach Dam Management Procedure is attached for information.

**Attachment A**

Copied below is a summary of answers provided by the Utilities Manager in relation to other questions asked in the public forum section of the previous meeting regarding the management of water released from the dam.

- The attached Waihi Beach Earth Dam Management Procedure has been modified in accordance with a request from the community to maintain a minimum water storage level in the Dam at all times. The pond minimum level will be set at approximately 1/3 of the storage capacity.
- During an anticipated or actual storm event if the pond is at a higher level, action will be taken to lower the level to the minimum 1/3 level and then the valve will be closed off. Once the pond has reached its maximum operation level the electronic gate will be raised to a level that will allow sufficient flow to match the incoming storm water from the upper catchment areas. The stop valve will be closed at the conclusion of the storm event and normal flows will resume.
- Residents adjacent to the creek have signalled a desire and a concern re the release of the water and this is being looked into by the Health & Safety team at Council, with a potential solution being a warning siren.
- Currently the Top Ten Holiday Park is advised in advance of the valve being opened given the open access to the creek for the occupants and users of the campsite.
- The Waihi Beach Earth Dam Management Procedure provides a clear process of the steps to be taken and managed by Councils Utilities team and the Maintenance Contractor (Veolia).

### **3. Community Issues**

#### **3.1 Waihi Beach Community Board Clinic**

The first Waihi Beach Community Board clinic was held on Saturday March 31 2018. Being Easter Saturday provided the opportunity for non residents to attend. A total of four people from the community attended and I felt that the hour spent for the duration of the clinic was time well spent.

I did have apologies from others that had other meetings on at the same time. Member Parsons and myself were able to be there to hear from the people and the result is that we have a number of items being reported on as service requests or included in this report.

The Waihi Beach Community Board clinic will be held on the 12<sup>th</sup> of May 2018 and we have started promoting the event.

#### **4. Community Organisation Reports**

##### **4.1. Waihi Beach Community Patrol**

The Waihi Beach Community Patrol have continued their duties as normal and increased the number of patrols and hours spent patrolling. Over the last few weeks the Community Patrol have been involved in a number of events relating to their duties that had a positive outcome.

##### **4.2. Athenree Action Group**

Due to so many of this group being away the Athenree Action Group have not been involved in any projects of late. As the summer season ends the group intends to get together again shortly.

##### **4.3. Volunteers Afternoon Tea**

The Community Board have always tried to acknowledge the work done by volunteers in our community. So many projects and services would not exist without the countless hours of work and dedication of our community volunteers and their supporters.

The Board wish to allocate up to \$1,000 to provide an afternoon tea for our local community volunteers. A date and venue will be set for this function in the near future.

##### **Recommendation:**

***THAT the Waihi Beach Community Board allocate up to \$1,000 from the Waihi Beach Community Board Contingency Account for the provision of an afternoon tea to acknowledge volunteers in the Waihi Beach Community.***

#### **5. Community Engagement**

##### **5.1. Long Term Plan – Representation Review and Katikati/Waihi Beach Ward Reserves Management Plan**

As you know the Bay of Plenty Regional Council and the Western Bay of Plenty District Council are well into the consultation stages of their respective Long Term Plans.

The Western Bay of Plenty District Council is also undertaking a Representation Review and Reserves Management Plan Review for the Katikati Waihi Beach Ward.

We encourage people to look at the Western Bay of Plenty District Council website and give feedback on any of the subjects that comments are being asked for.

## 6.2 Community Matching Fund

The Community Engagement Team have advised that it is coming up to Community Matching Fund time again. Council has \$100,000 to assist community groups achieve their goals. This year the fund is open from 12 June - 12 July. Decisions will be made by 30 August 2018 and all successful applicants will be notified within two weeks of this date through their nominated contact person. As in previous years, \$40,000 of this fund is tagged for environmental projects.

A media release will advertise the fund a month before the opening date. Application forms and guidelines will be on Council's website and hard copies will be available from Council service centres at the same time.

Each application should be completed in line with the fund guidelines which are on the website.

Council's Community Team encourages Community Boards to promote this fund, when talking to your communities as it is set up specifically for them and their groups. We have found "word of mouth" to be the most effective way of advertising so please let your networks know. Also, please note, Community Board Grants Policy (CPM 04.09.00) states that: "Groups will only be eligible for Community Board Grants if they have not received any other Council grant in that financial year." As we did last year, a list of successful applicants will be forwarded onto Community Boards after applicants have been advised, to assist you in meeting the requirements of this policy.

## Recommendation

***THAT the Chairperson's Report to the Waihi Beach Community Board for April 2018 be received.***

Allan Sole  
**Chairperson**  
**Waihi Beach Community Board**

## Procedure: Waihi Beach Dam Management

### 1. SUMMARY

- 1.1. The purpose of this procedure is to define critical processes when adverse weather conditions prevail, with regards to the operational water level of the dam.
- 1.2. The WBOPDC Operations Manager is responsible for implementation and management of this procedure.

### 2. PROCESS TABLE

Steps	Description	Responsibility
1	Advanced warning received that moderate/heavy rain is anticipated in the next 24 hours.	<ul style="list-style-type: none"> <li>Operations Manager</li> <li>Utilities Field Engineer Drainage</li> </ul>
2	A pre-heavy rain inspection of susceptible facilities including the Waihi Beach Earth Dam is initiated.	<ul style="list-style-type: none"> <li>Utilities Field Engineer Drainage</li> </ul>
3	Waihi Beach Holiday Park management is advised that the pond penstock valve is to be operated and opened.	<ul style="list-style-type: none"> <li>Veolia</li> <li>Operations Manager</li> </ul>
4	Veolia open the penstock valve, normally half open, to drain water level down in advance of predicted heavy rain.	<ul style="list-style-type: none"> <li>Veolia</li> </ul>
5	The valve remains open during the rainfall event. (Under instruction from the Operations Manager or other designated person listed below)	<ul style="list-style-type: none"> <li>Operations Manager</li> </ul>
6	During a significant event the pond levels and discharge volumes are monitored by both Veolia and WBODPC staff.	<ul style="list-style-type: none"> <li>Veolia</li> <li>WBOPDC Operations staff</li> </ul>
7	Rain event dissipates. Valve closed off to allow level of dam to increase to operating level.	<ul style="list-style-type: none"> <li>Veolia</li> </ul>
8	The valve is checked for silt / debris which may stop complete closure. WBOPDC staff to be advised when completed	<ul style="list-style-type: none"> <li>Veolia</li> </ul>
9	Any necessary maintenance work is arranged and implemented as soon as possible after the rainfall event.	<ul style="list-style-type: none"> <li>Veolia</li> </ul>
10	System checked and signed off	<ul style="list-style-type: none"> <li>Veolia</li> <li>Operations Manager</li> </ul>

### 3. CONTACT DETAILS : WESTERN BAY OF PLENTY DISTRICT COUNCIL

Priority	Job Title	Phone
1 <sup>st</sup> Call	Utilities Operations Manager	0275 770 031
2 <sup>nd</sup> Call	Utilities Field Engineer Drainage	0274 677 202
3 <sup>rd</sup> Call	Utilities Field Engineer Water	027 683 8360
4 <sup>th</sup> Call	After Hours Contact	0800 926 732
5 <sup>th</sup> Call	Utilities Manager	0274 747 518

#### 4. REVISION AND APPROVAL

Vers.	Date	Nature of Changes	Approved By
1	11 Feb 2014	Original issue	Peter Edwards, Op Mgr
2	16 Mar 2017	Revised issue	Kelvin Hill, UM

#### 5. PROCEDURE DISTRIBUTION LIST

Organisation	Job Title
WBOPDC	Group Manager Infrastructure Services / Deputy Chief Executive Officer
WBOPDC	Utilities Manager
WBOPDC	Utilities Operations Manager
WBOPDC	Utilities Field Engineer Drainage
WBOPDC	Utilities Field Engineer Water
Veolia	Western Bay of Plenty Contract Manager
Veolia	Western Bay of Plenty Eastern Area Manager
Veolia	Western Bay of Plenty Contract Supervisor

## **Western Bay of Plenty District Council**

### **Waihi Beach Community Board**

#### **Councillors Report – April 2018**

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Councillors Williams and Marshall will provide a verbal update on the following items:

- SH2 update and proposed new transport centre of excellence
- Representation review, where are we in the process
- LTP update where are we up to, consultation document out for public comment
- Rubbish and Recycling possible glass recycling policy to be developed

Mike Williams  
**Councillor**  
**Waihi Beach Community Board**



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**Western Bay of Plenty District Council**  
**Waihi Beach Community Board**  
**Infrastructure Services Report Waihi Beach**  
**April 2018**

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**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's Report, dated 6 April 2018 and titled Infrastructure Services Report Waihi Beach April 2018 be received.*

Approved



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Gary Allis  
**Deputy Chief Executive**

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## Utilities

### 1.1 Water Meter Installation Project - WSZ (Western Supply Zone)

The installation of water meters in the Waihi Beach, Pio Shores, Athenree and Katikati towns is nearing completion. The work crews are also installing meters and removing cross connections, and upgrading backflow devices in the surrounding rural areas to complete the project.

There will be no charge to the customer for this work. This work unfortunately will require additional construct time to complete. The aim is to have work completed by 30 June 2018. Council would like to thanks residents for their assistance throughout this project.

### 1.2 Home Worm Composting Workshops

New dates for 2018 are now available on the website at:

<http://www.westernbay.govt.nz/our-services/rubbish-recycling-waste/Pages/Worm-Composting.aspx>

All bookings are now made through [www.eventfinda.co.nz](http://www.eventfinda.co.nz)

### 1.3 Waihi Beach Water Main Renewals

Contractor to complete installation and commission the new water mains mid April 2018.

### 1.4 Two Mile Creek Update - Upstream Dillon Street Bridge

There has been no change since the previous update. We are waiting for feedback from the Regional Council on the Consent that has been lodged. Two parties did not sign in favour of applying for Resource Consent. A meeting with the Regional Council to discuss documents has been held in May 2017.

Regional Council has requested further information be supplied by WBOPDC including; modelling of the effects of the new channel on the 100yr flood and environmental and ecological issues with the new concrete channel. These assessments are now complete and final information has been provided to Regional Council. Currently waiting on Regional Council feedback, which is expected in the first week of March 2018. Waiting on BOPRC.

### 1.5 Waihi Beach Stormwater Model

The Waihi beach flood model is now complete. Council has up to date flood hazard maps for the 50 year flood which take into account the latest information on climate change. This information is being applied to new building Consent and Resource Consents to ensure future dwellings are not affected by flooding for these events. This information will be provided to property owners along with a wider pack of information on natural hazards. Notifications to be sent out in April.

## 2.0 Reserves

### 2.1 Waihi Beach Cycleways

All consents have been approved, noting that the Brighton Reserve cycleway section is excluded from the project for the time being while BOPRC considers the northern connection between Hinemoa Rd and the pedestrian bridge.

Detailed planning and contract specifications are being finalised and physical works will begin as soon as contractor resources are in place.

Plans to complete loop trail connections within the Water Catchment reserve before Christmas remain subject to approval from DOC, noting that the Orokawa DOC estate is undergoing a Treaty of Waitangi Settlement process. So staff are working closely with Tangata whenua to ensure a successful outcome.

### 2.2 Broadland's Block

Upgrading of the paths has yet to be resolved satisfactorily. Staff will work with local contractors and with feedback from the Board to confirm a locally sourced acceptable surface specification.

Staff note the recent Board resolution to rescind the \$50,000 allocation for the Pitch & Putt project for redirection into environmental enhancement, tree removal and planting.

### 2.3 Trig Walkway Use Statistics

Period Analysed: Tues, 1 August 2017 to Wed, 4 April 2018

Key Figures:

Total Traffic for the period Analysed: ..	42,223
Daily Average:.....	171
Weekdays:.....	152
Weekend: .....	218
Max Average April: .....	370
Min Average August:.....	67
Busiest Day:.....	Saturday
Busiest Days Analysed: .....	813 Saturday, 1 March 2018
.....	607 Sunday, 1 April 2018
.....	571 Sunday, 31 December 2017

## 3 Strategic Property

### 3.1 Dillion Street Road Stopping (Near to Council Owned Land)

This land has been amalgamated with the Edinburgh Street property and sold to private developers.

**4 Development Engineering & Projects**

Nothing to report for this month.

**5 Emergency Management****5.1 Waihi Beach, Athenree and Bowentown**

The Waihi Beach, Athenree and Bowentown Community Response Plans are under review by their communities for final comment.

**5.2 Training**

CDEM Inductions have been run for Western Bay of Plenty District Council staff.

**Exercise Ruapehu – volcanic ash fall**

39 staff from Western Bay of Plenty District Council took part in the exercise.

**WBOPDC Lunchtime talk: NZ's Volcano and Earthquake Problem**

EMBOP staff organised for GNS Volcanologist Brad Scott, to present on geological hazards in the Bay of Plenty to 35 Western Bay of Plenty District Council staff in Council Chambers on 5 March.

**5.3 Cyclone Hola**

As with ex-tropical Cyclone Gita, the wider EMBOP team undertook pre-event planning for the arrival of Tropical Cyclone Hola. While there was a strong wind warning and heavy rain watch in place for the Bay of Plenty, there were no significant impacts

**6 Roding****6.1 Community Road Budget**

Budget Funding Information	Relevant Detail
<b>Community Road Budget</b>	
	<ul style="list-style-type: none"> <li>• Current Account Opening Balance 1 July 2017 \$333,000</li> <li>• 2017/18 Community Roding allocation \$141,782</li> <li>• Potential NZTA Subsidy allowance <u>\$100,000</u></li> <li>• Total Funding to 30 June 2018: \$574,782</li> </ul>
<b>Less Expended to Date</b>	
	<ul style="list-style-type: none"> <li>1. Wilson Road Carpark \$ 30,000</li> <li>2. Dam to Trig Walkway \$ 20,000</li> <li>3. Waihi to Waihi Beach Cycleway \$100,00</li> </ul>
	<b>Sub Total</b> <b>\$150,00</b>
	<b>Balance</b> <b>\$424,782</b>
<p>There is sufficient funding to complete priorities 1-9 based on the current indicative costs for each section and subject to NZTA subsidy. The budgets will be revised through the consenting and design phase. Alternative contractors are being utilised to expedite construction, which may result in the construction cost being above budget.</p>	

Priority	Project	Budget	Status
1.	Wilson Road Carpark	\$30,000	Complete
2.	Dam to Trig Walkway	\$20,000	Complete
3.	Plom Road to Wakanoi Place	\$60,000	Heritage NZ and WBOPDC Consents have been approved. Roding Engineer has met with Community Board on site to discuss the final position of the Cycleway. Project now in final design phase prior to scheduling for construction. The PIOs Association has requested that the cycleway be extended by 200m along the property boundaries. This could be funded from next year's allocation. It will require consenting.
4.	Brighton Rd to Reserve	\$130,000	The Operations & Monitoring Committee agreed that the main Brighton Road Boardwalk should not proceed. The link to Hinemoa Road and the pedestrian bridge is under consent review. Alignment of the footpath through Brighton Reserve is now being finalised.
5.	Waihi Beach to Athenree Linkage - investigate	\$20,000	DOC has provided approval in principle for the crossing. Proceeding to Iwi consultation.
6.	Island View Reserve to the Loop	\$100,000	Heritage NZ and WBOPDC Consents have been approved. Roding Engineer has met with Community Board on site to discuss the final position of the Cycleway. Roding Engineer has met with the Contractor on site to mark out the cycleway. Construction to begin within the next few weeks. Project now in final design phase prior to Scheduling for construction.
7.	Emerton to Waiiti Road (part existing)	\$20,000	Heritage NZ and BoPRC approval has been issued. Programming for construction and neighbour notification is underway.
8.	Emerton Rd: to Café	\$60,000 Consent	BoPRC consent and Heritage NZ approval has been issued. Detailed design is underway.
9.	Waihi to Waihi Beach Cycle trail	\$100,000	The Trig Walkway, Dam Trail and the track construction in the forest are partly funded by this budget. The balance of expenditure to date is funded by the District Cycleway Budget and the Lion Foundation Grant. Positive discussions are occurring with Ngati Tara Tokanui over a route for the balance of the loop from the forest track to the dam loop. Land negotiations are currently on hold.

# Community Board Report Minute Action Sheet

## WAIHI BEACH COMMUNITY BOARD 12/06/2017

Remit Title **Walking Track Signage**

Remit Number WB517 3.2

Owner RFM

Status UNDER ACTION

Complete Date

Confidential

Resolution

The Board was aware that there had been issues with the public not knowing where to enter walking tracks (particularly at the northern beach end) and then getting lost. The entry into the Orokawa Bay walk had been the main area of concern but other walks including the Trig Station lookout walk needed to be clearly signed. The walks were becoming more and more popular so it was imperative that correct directional signage was in place along the respective routes.

This item was also referred to in the public forum section of the meeting.

The Board request that directional signage be installed as appropriate at the start of the Trig Station walk and any other walkways in the immediate area as may be required. If the signage needed to be placed on Department of Conservation land, the Board requested that the Reserves and Facilities staff make a request to that organisation for the required signage to be installed as soon as possible.

Actions

**6 April 2018: A copy of the draft signs have been provided to the Board for comment.**

**WestLink have been instructed to install the replacement signs that were vandalized as soon as possible.**

23 Feb 2018: The draft signage plan is being reviewed before being presented to the Community Board for consideration at a workshop.

15 Jan 2018: Two signs were installed prior to Christmas for the Trig Lookout walkway. Within two weeks, one was removed and the other damaged. Replacements have been arranged.

6 Nov 2017: Council GIS staff are in the process of preparing the maps indicating the cycleways and signage.

13 Sept 2017: A draft signage plan is in the process of being prepared.

11 August 2017: Temporary signage is in place for the walkway to the trig. The draft signage plan is being prepared.

3 July 2017: A draft signage plan is being developed in conjunction with the Waihi Beach Cycle Trails Charitable Trust.( WBCTCT)

There are three components to the draft signage plan for Waihi Beach

1. Way finding signage around the Water Catchment reserve and the Trig walking track.
2. Interpretation signage for Water Catchment reserve and the Trig walking track. This signage will explain the past use of the area. The WBCTCT will be preparing an application to various funding agencies for these signs.
3. A cycleway signage plan is being prepared with the WBCTCT for signage throughout the cycleway net work being developed at Waihi Beach.

Once the draft plan has been finalised it will be provided to the Board for comment before, quotes for the signs are sought.

It is intended to prepare a small map of the walkway and cycleway trails within Waihi Beach, which will be available for cyclists/walkers.

Concerning the walkway signage for Orokawa Reserve, which is owned and administered by the Department of Conservation (DOC), staff have written to the local Area Manager for DOC advising them of the Board's concerns.

**WAIHI BEACH COMMUNITY BOARD 5/02/2018**

Remit Title                    **Seaforth Road Footpath Cross Fall Number 140 to 170 - MAS Reference WB917 6.1**

Remit Number                WB1018 5.7

Owner                         RE1

Status                         COMPLETED

Complete Date              4 April 2018

Confidential

Resolution                    The Board requested that the status of this Minute Action Sheet show the item as being Under Action as there were still considerations to be discussed in regard to future action that may be required to remedy the footpath slope and affected driveways that needed to be corrected.

The Roothing Engineer (East/West) had advised that Seaforth Road footpath renovation would be further looked at.

Comment was made that if the slope of the footpath was unacceptable then perhaps thought should be given to putting a footpath on the other side of the road.

Actions                        **4 April 2018: The Roothing Engineer and Waihi Beach Community Board met on site to discuss. It was decided that there would be very little benefit for the anticipated cost so no further action would be taken.**

1 March 2018: Awaiting feedback from Community Board consultation with affected residents regarding altering their driveways, to ensure all residents are in agreement. Alternative course of action is to uplift footpath and re-lay at flatter setback.

The Roothing Engineer (East/West) met with the Community Board to discuss this item on Thursday, 1 March 2018.

17 Jan 2018: MAS WB917.6.1: Staff have confirmed the cross fall on the footpath at a number of vehicle crossings may have to be corrected as the path was built to match the existing driveways. If progressed, the affected property owners will need to be engaged in the process and agree what actions are required and how property owners will be affected in terms of costs, changes to the profile of their vehicle crossings, and interruptions of the access to their properties while work is in progress. No further action has been taken as the Board may want to consider if they want to prioritise and fund a project from their annual allocation.



## WAIHI BEACH COMMUNITY BOARD 28/08/2017

Remit Title	<b>Broadlands Block Pathways</b>
Remit Number	WB717 4.4
Owner	RFM
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	<p>The Broadlands Block pathways had had some work done on them over the last few months, and the Board noted that the results of that work had so far proved to be unsatisfactory.</p> <p>The Board had been advised that the work undertaken was to enable access to the pathways during the winter months when heavier work was not practical, noting that further improvements to the pathways on the Broadlands Block were ongoing.</p> <p>The Board felt that the current state of the surface of the pathways was a Health and Safety issue (with a number of walkers reporting twisted ankles and falls due to the rough surface) and the pathways need to be improved as soon as possible.</p> <p>The Board noted that regardless of the outcome of the proposed 'Chip n Putt' proposal the Board wanted to see the Broadlands Block cleaned up. Improving current paths and possibly installing a boardwalk to enhance the overall block was the Board's focus.</p> <p>The Utilities Manager advised that he would liaise with the Reserves and Facilities Manager in regard to this item.</p>
Actions	<p><b>6 April 2018: The funding component identified in the Golf Course Agreement has been removed.</b></p> <p><b>Staff are underway with organizing the track resurfacing.</b></p> <p>26 Feb 2018: Staff are sourcing suitable material as a final surface from the pathways.</p> <p>A trial example will be put in place and assessed.</p> <p>15 January 2018: The paths were completed. Subsequently the heavy rain event washed out some surface fines creating a rougher surface. This has now been repaired.</p> <p>6 Nov 2017: Staff have arranged for the upgrades to be undertaken.</p> <p>11 Sept 2017: The price for the pathway upgrades have been received and is being reviewed before undertaking work.</p>

**WAIHI BEACH COMMUNITY BOARD 12/03/2018**

Remit Title                    **Broadlands Block**

Remit Number                **WB1118 4.1**

Owner                         **RFM**

Status                         **UNDER ACTION**

Complete Date

Confidential

Resolution                    **THAT the Waihi Beach Community Board terminate any agreement relating to the proposed golf proposal on the Broadlands Block as it stands at this time, and request that an enhancement planting and maintenance programme be initiated and presented to the Board for approval.**

Actions                        **6 April 2018: The funding component identified in the agreement will be removed.**  
**Staff will arrange to meet with the Community Board to discuss an implementation plan for managing plant pests and native species planting.**

**WAIHI BEACH COMMUNITY BOARD 12/03/2018**

Remit Title	<b>Broadlands Block Pathways</b>
Remit Number	WB1118 4.2
Owner	RFM
Status	COMPLETED
Complete Date	
Confidential	
Resolution	<p>The Board was frustrated to read the advice that 'staff were sourcing suitable material as a final surface for the Broadlands Block pathways and that a trial example would be put in place and assessed.'</p> <p>The Board was aware that a lime and fines surface mix had been successfully used for the Haiku pathway at Katikati and this was the type of surface that the Board sought to be used for the Broadlands Block pathways so the source should already be available and a trial example and assessment of the right mix of lime and fines should be unnecessary.</p>
Actions	<b>6 April 2018: Noted, this item will be updated under MAS WB717 4.4.</b>

**WAIHI BEACH COMMUNITY BOARD 12/03/2018**

Remit Title	<b>Edinburgh Street Inquiry - Formerly Referred to as Dillon Street Item</b>
Remit Number	WB1118 4.5
Owner	SPM
Status	COMPLETED
Complete Date	4 April 2018
Confidential	
Resolution	It was ascertained that an earlier inquiry referred to a Dillon Street property whereas it actually related to a private property in Edinburgh Street. The Strategic Property Manager would be asked to advise if all necessary consents had been obtained for ground works undertaken on the property.
Actions	<b>4 April 2018: It is understood that all appropriate consents have been obtained. This property is now in private ownership.</b>

**WAIHI BEACH COMMUNITY BOARD 12/03/2018**

Remit Title                    **Community Roding Budget - Budget Funding Information**

Remit Number                WB1118 4.6

Owner                         GM1

Status                         UNDER ACTION

Complete Date

Confidential

Resolution                    The Board would like a breakdown of the funding of \$100,000 (showing as expended to date - Page 27 of the agenda) for the Waihi to Waihi Beach Cycleway. The same item was referred as item 9 (page 28 of the agenda) with the following status "The Trig Walkway, Dam Trail and the Track construction in the forest are partly funded by this budget. The balance of expenditure to-date is funded by the District Cycleway Budget and the Lion Foundation Grant. Positive discussions were occurring with Ngati Tara Tokanui over a route for the balance of the loop from the forest track to the dam loop. Land negotiations were currently on hold."

The Board needed to have clarification showing what monies from the \$100,000 had been spent on what specific projects, i.e. the Trig Walkway Dam, the trail and the track construction.

Actions                        **10 April 2018: The project was undertaken as a total project and not in three specific sections. An appointment of the costs and funding is being prepared.**

**WAIHI BEACH COMMUNITY BOARD 12/03/2018**

Remit Title	<b>Walking Track Signage - Minute Action Reference WB517 3.2</b>
Remit Number	WB1118 4.7
Owner	RFM
Status	COMPLETED
Complete Date	6 April 2018
Confidential	
Resolution	The Board expressed frustration as to why the earlier vandalised signage was taking so long to be put in place and requested that the replacement walking track signage be installed as soon as possible.
Actions	<b>6 April 2018: Noted. This action is referred to under MAS WB517 3.2</b>

**WAIHI BEACH COMMUNITY BOARD 12/03/2018**

Remit Title	<b>Infrastructure Service Report - Updating Items</b>
Remit Number	WB1118 4.9
Owner	GM1
Status	COMPLETE
Complete Date	10 April 2018
Confidential	
Resolution	Board members suggested that where an item regularly appeared in the Infrastructure Service Report that had no change to the summary information from the previous report, the latest input should say - No Change (in bold). This would identify to members that the item was ongoing with no change between the last report and the current report included in the agenda.
Actions	<b>10 April 2018: The Board's request is noted. Items that are unchanged will either be removed or noted as unchanged.</b>

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**Western Bay of Plenty District Council**  
**Waihi Beach Community Board**  
**Financial Report Waihi Beach – February 2018**

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**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 ended 28 February 2018 (**Attachment A**).

Total operating costs are under budget for the year and includes bylaw enforcements, contingency expenses, grants, mileage allowance, salaries and inter-department charges.

**Grant payments made to date:**

	\$
ECHO Walking Festival 2018	500
<b>2017/18 grants to date</b>	<b>\$500</b>

**Commitments – Operational expenditure**

	\$
ANZAC Day Commemoration Wreath	200
<b>Total outstanding operational commitments</b>	<b>\$200</b>

**2017/18 reserve analysis:**

2017/18 Opening balance	\$276,225
Wilson Road Toilet Funding [WB15.5.3 & C25.6]	(\$35,000)
Waihi Beach Community Centre – Loan Repayments [WB15.4]	\$1,103
<b>2017/18 Closing balance</b>	<b>\$242,328</b>



Date  
Subject

3 April 2018  
Financial Report Waihi Beach – February 2018

Open Session

### 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)
<b>2017/18 Closing balance after committed expenditure</b>	<b>\$192,328</b>

### Recommendation

***THAT the Management Accountant's report dated 3 April 2018 and titled "Financial Report Waihi Beach – February 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  
Draft Income and Expenditure Statement  
For the period ended 28 February 2018**

**Waihi Beach Community Board**

	Year to Date				Full Year	Last Year
	Actual \$	Budget \$	Variance (Unfav)/Fav \$		Budget \$	Actual \$
<b>Direct Costs</b>						
Bylaw Enforcements	0	664	664	<input checked="" type="checkbox"/>	1,000	0
Contingency - [see breakdown below]	(164)	5,000	5,164	<input checked="" type="checkbox"/>	7,500	691
Grants	500	4,000	3,500	<input checked="" type="checkbox"/>	6,000	2,258
Mileage Allowance	2,396	3,336	940	<input checked="" type="checkbox"/>	5,000	3,587
Salaries	15,197	16,672	1,475	<input checked="" type="checkbox"/>	25,435	22,789
Inter Department Charges	23,936	23,936	0	<input checked="" type="checkbox"/>	35,903	35,904
<b>Operating Costs</b>	<b>41,865</b>	<b>53,608</b>	<b>11,743</b>	<input checked="" type="checkbox"/>	<b>80,838</b>	<b>65,229</b>
<b>Total Operating Costs</b>	<b>41,865</b>	<b>53,608</b>	<b>11,743</b>	<input checked="" type="checkbox"/>	<b>80,838</b>	<b>65,229</b>
Interest Expense	0	0	0	<input checked="" type="checkbox"/>	0	(14,856)
<b>Total Direct Costs</b>	<b>41,865</b>	<b>53,608</b>	<b>11,743</b>	<input checked="" type="checkbox"/>	<b>80,838</b>	<b>50,373</b>
<b>Total Costs</b>	<b>41,865</b>	<b>53,608</b>	<b>11,743</b>	<input checked="" type="checkbox"/>	<b>80,838</b>	<b>50,373</b>
<b>Income</b>						
Rate Income	55,101	53,896	1,205	<input checked="" type="checkbox"/>	80,838	79,004
<b>Total Direct Income</b>	<b>55,101</b>	<b>53,896</b>	<b>1,205</b>	<input checked="" type="checkbox"/>	<b>80,838</b>	<b>79,004</b>
<b>Net Cost of Service</b>	<b>13,236</b>	<b>288</b>	<b>12,948</b>	<input checked="" type="checkbox"/>	<b>0</b>	<b>28,631</b>
<b>Contingency - breakdown</b>						
Prior year accrual reversal for LGNZ Conference spent late last year	(935)					
Waihi Beach United Church booking for Meet and Greet Information Day	75					
Events and Promotions Society Walk & Cycleways brochure	500					
Flyers for Christmas Rubbish Collection	196					
<b>Year to date contingency costs</b>	<b>(164)</b>					
<b>Community Board Reserves</b>						
<b>Opening Balance - Surplus (Deficit)</b>	<b>276,225</b>					
Wilson Road Toilet Funding	(35,000)					
WB Community Centre - Repayments [WB15.4].	1,103					
<b>(Decrease) Increase in year</b>	<b>(33,897)</b>					
<b>Closing Balance - Surplus (Deficit)</b>	<b>242,328</b>					

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

MAY 2018			
Meeting	Date	Time	Venue
Maketu Community Board	1 May	7.00pm	Maketu Community Centre
Policy Committee	2 May	9.30am	Chambers
Katikati Community Board	2 May	7.00pm	Katikati Library and Service Centre
Te Puke Community Board	3 May	7.00pm	Te Puke Library and Service Centre
Joint Road Safety Committee	8 May	10.00am	Chambers
Operations and Monitoring Committee	10 May	9.30am	Chambers
Council	17 May	9.30am	Chambers
JUNE 2018			
Meeting	Date	Time	Venue
<b>Queen's Birthday - 4 June</b>			
Omokoroa Community Board	5 June	7.00pm	Omokoroa Community Church
Community Committee	6 June	9.30am / 10.00am	Chambers
Katikati Community Board	6 June	7.00pm	Katikati Library and Service Centre
Long Term and Annual Plan Committee	7 June	9.30 am	Chambers
Waihi Beach Community Board	11 June	6.30pm	Waihi Beach Community Centre
Maketu Community Board	12 June	7.00pm	Maketu Community Centre
Policy Committee	14 June	9.30am	Chambers
Te Puke Community Board	14 June	7.00pm	Te Puke Library and Service Centre
Operations and Monitoring Committee	21 June	9.30am	Chambers
Council - Adopt LTP	28 June	9.30am	Chambers