



MEETING — AGENDA —

Ngā Take

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Western Bay of Plenty
District Council

WAIHI BEACH

COMMUNITY BOARD

Poari Hapori

WB16

Monday, 8 October 2018

Waihi Beach Community Centre

6.30pm



Notice of Meeting No WB16 Te Karere

Waihi Beach Community Board Poari Hapori

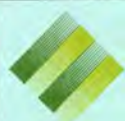
Monday, 8 October 2018
Waihi Beach Community Centre
6.30pm

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-Whare 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. WB16

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.

WB16.1 **Minutes of meeting no. WB15 of the Waihi Beach Community Board Held on 27 August 2018** 7-17

Recommendation

THAT the minutes of meeting no. WB15 of the Waihi Beach Community Board held on 27 August 2018 as circulated with the agenda be confirmed as a true and accurate record.

WB16.2 **Chairperson's Report - October 2018** 18-38

Attached is a report from the Chairperson dated 24 September 2018.

WB16.3 **Councillor's Report - October 2018** 39-40

Attached is a report from Councillor Marshall dated 25 September 2018

WB16.4	Waihi Beach Monitoring	41-52
	Attached is a report from the Compliance and Monitoring Manager titled Waihi Beach Monitoring dated 12 September 2018.	
WB16.5	Waihi Beach Animal Services Resource	53-56
	Attached is a report from the Compliance and Monitoring Manager titled Waihi Beach Animal Services Resource dated 12 September 2018.	
WB16.6	Council Community Matching Fund - 2018/2019 Successful Applications	57-59
	Attached is an information report from the Community Relationship Advisor dated 19 September 2018.	
WB16.7	Update to Community Boards on Upcoming Speed Limits Bylaw and Traffic and Parking Enforcement Bylaw Reviews	60
	Attached is a memorandum from the Roading Engineer (East/West) and the Policy and Planning Manager dated 25 September 2018.	
WB16.8	Infrastructure Services Report - October 2018	61-80
	Attached is a report from the Deputy Chief Executive dated 21 September 2018.	
WB16.9	Financial Report Waihi Beach - August 2018	81-83
	Attached is a report from the Management Accountant dated 18 September 2018.	
WB16.10	Draft 2019/2020 Annual Operating Budget - October 2018	84-85
	Attached is a report from the Democracy Advisor dated 19 September 2018	

WB16.11

Council, Standing Committee and Community Board Meetings 86-87

Attached is a schedule of meetings for the months of October, November and December 2018.

Recommendation

THAT the schedule of meetings for October, November and December 2018 be received.

Western Bay of Plenty District Council

**Minutes of Meeting No. WB15 of the
Waihi Beach Community Board held on 27 August 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

G Allis (Deputy Chief Executive Officer) and A Alty (Democracy Advisor)

Others

Six members of the public

Public Forum

Resolved: Members Hepenstall / Roberts

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 invited attending members of the public to take part in the Public Forum.

Keep New Zealand Beautiful - Clean-Up New Zealand Week 10-16 September 2018

Helen Meiklejohn advised the Board that there would be a local beach clean-up on Saturday 15 September from 9.30am to 11.30am assembling at Tuna Avenue Waihi Beach.

Department of Conservation Wetland Parking Area - Littering and Illegal Camping

Mrs Meiklejohn advised that there had been regular instances where rubbish was being left on the Department of Conservation land carpark and evidence pointed to this being left by illegal campers. The area was being used for toileting as well and it was concerning that this behaviour may increase in the coming summer.

Stolen Rat Traps

It was very disappointing that three new recently installed rat traps had been stolen so the Environment Society had put padlocks on the remaining traps to try and stop the thefts. The traps were recently purchased with the assistance of the Community Board Grant funding. The thefts had been reported to the police.

Washed Up Trees on the Beach

Mike Hickey reported that there were large trees washed up on the far south end of the beach and asked if they should be cleaned up before the summer.

It was pointed out that the trees tended to be left where they were as they contributed to sand build-up and stabilisation of the beach area and also provided children with a natural climbing and playing environment.

Painting of Chicanes

Jim Cowern spoke to the Board about the time it had taken for the traffic chicanes to be painted. It was clarified that the work done by contractors was covered in an overall maintenance contract agreement rather than a charge on each individual job undertaken.

Health Warning Signage

Following an inquiry about health warning signage placed by Darleys Creek it was advised that the signage was installed under instruction from the Bay of Plenty Regional Council Medical Officer of Health as a result of toxic algae readings. There had also been recent incidents of toxic algae in other Western Bay and Bay of Plenty Regional Council areas and the warning were managed by the Bay of Plenty Regional Council.

Bridge Embankment by the Waihi Beach Surf Club

The Chairperson advised that the required consents had been issued and work on repairs to the bridge embankment had started.

Developer Responsibility - Site Management

A member of the public reported that six town houses were being built on the corner of Edinburgh and Dillon Street and polystyrene off-cuts and rubbish had been left to blow around and off the site. The member of the public reporting the concern was advised that the developer/property owner would be advised of the concerns raised.

Resolved: Councillor Williams / Member Parsons

THAT the meeting be re-convened in formal session at 6.46pm.

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.

WB15.1 Minutes of Meeting No. WB14 of the Waihi Beach Community Board Held on 16 July 2018

The Board considered the minutes no. WB14 of the Waihi Beach Community Board Meeting held on 16 July 2018 as circulated with the agenda.

Resolved: Member Roberts / Councillor Marshall

THAT the minutes of meeting no. WB14 of the Waihi Beach Community Board held on 16 July 2018 as circulated with the agenda be confirmed as a true and accurate record.

WB15.2 Chairperson's Report

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

WB15.2.1 Compliance Report for 2017/18 Summer Holiday Period

The Community Board and members of the community reiterated that they had been waiting for a report on the compliance activities, results and costs relating to the Waihi Beach area over the last Christmas period, as provided for the previous year. The issues of most interest were parking, dogs both in the overall area and on the beach and freedom camping. Any other information in regard to enforcement would also be of interest.

The Board would also like to hear what was envisaged for the 2018 Christmas period at Waihi Beach and budgeted costs.

The Board was advised that a report from the Compliance Manager would be included in the agenda for the next Community Board Meeting. The

report would also incorporate options for compliance monitoring during the forthcoming 2018/19 summer period.

WB15.2.2 **Maranui Estate Holding Pond**

The Chairperson noted that there had been no progress on the removal of silt from the Maranui Estate holding pond. With what appear to be more frequent extreme weather events it was now becoming urgent and asked that this job was completed promptly.

The Board was advised that staff were currently having access issues with de-silting the pond and due to the continuing wet weather were unable to access the pond with a digger to remove the silt. The pond would continue to be monitored and as soon as practicably possible (after a dry period) the pond would be emptied, dried and de-silted. This may need to occur in stages.

With the recent rain events that had been experienced at Waihi Beach the pond had not been close to over topping. There was no major risk that the pond would spill over due to silt build up. Staff would continue to monitor the pond until the de-silting could be completed.

WB15.2.3 **Waihi Beach Road Entrance**

For many years the Board had been asking for clean-up work to be done on the northern entry into Waihi Beach. This area appeared to be forgotten by staff and contractors yet it was the most used road entrance into the town.

The Community Board request that the area from the first sight of the sea to the roundabout be promptly tidied up before December 2018 and that this strip of roadside be placed on the regular maintenance contract.

The Board noted that the Roding Engineer (East/West) had advised that Westlink contractors maintain the area as part of the lump sum contract work. However, they only maintained what currently existed within agreed timeframes, they did not improve the area without instruction or additional payment. Westlink were currently drafting a report to Council which would detail the existing issues and provide some design options for improvement through this area.

The Board was also advised that the Roding Engineer would inspect the landscape/beautification projects and discuss with Waihi Beach Community Board on how to efficiently and effectively maintain the area.

A suitable meeting time would be discussed in liaison between the Roding Engineer (East/West) and the Chairperson to address the future beautification, maintenance and regular litter clean-up of this area.

WB15.2.4 Waihi Beach Road - Rubbish Pick Up

Board members spoke of their frustration that there was constant roadside rubbish from the Waihi Beach Road roundabout to the Quarry. There seemed to be no regular pickup by contractors and mowers had been seen cutting up (mowing over) discarded plastic that then resulted in an immediate spread of smaller plastic bits.

Frustration was voiced that volunteers wanting to undertake roadside litter pickups were now stymied by Health and Safety regulations. The process and procedures for volunteers undertaking roadside litter pickups would be checked.

The Deputy Chief Executive offered to provide the Waihi Beach Environmental Society with 100 prepaid rubbish bags to assist them in their rubbish clean-ups at Waihi Beach.

The Board was very clear that they wanted the approaches into town cleaned up and regularly maintained.

WB15.2.5 The Crescent, Farm Road Intersection

The issue of this intersection had been the subject of concern for a long time now and the Board would like a report on the action to be taken by the Transport Team.

The Board was advised that the Roothing Engineer (East/West) had previously discussed the Give Way Sign and Safe-Hit posts at this intersection with the Community Board. A Give Way sign could not be installed at the requested position as this would cause confusion to drivers by attempting to change the priority of traffic flow. Safe Hit posts would not be installed as they would narrow the lane width too much which could eventuate in The Crescent to become blocked by parked cars. However, to clarify the driving lanes, the Roothing Engineer had recommended to the Waihi Beach Community Board that white lines be installed throughout the intersection area.

The Board requested that the proposed white line paint have a rough/rumble strip texture to assist in the delineating the correct driving lines.

WB15.2.6 Traffic Statistics

The Board would like a report on the outcome of the traffic movement statistics that had been recorded and request advice on what trends they showed. They also asked if any future plans would be actioned as a result of the traffic count/statistical information.

The Board was advised that the Roading Engineer (East/West) would provide a report on the traffic statistics to the next Community Board meeting.

WB15.2.7 Annual Parking and Bylaw Review

The Board was advised that a report on the Annual Parking and Bylaw Review would be included in the next meeting agenda for the Board's consideration.

WB15.2.8 Speed Limit Review

The Board was advised that a report on the Speed Limit Review would be included in the next meeting agenda for the Board's consideration.

WB15.2.9 Beach Access

Following storms over recent years beach access had been an issue. While sand ladders were an acceptable form of access on the New Zealand coast, the community had observed the need for more structurally sound reliable beach access.

The Board asked for permanent structures to be placed at the main beach access points that have high use. Beach access 30 (off Tuna Avenue) was an example of an area that required an upgrade.

The Board was advised that staff were currently assessing options to address sustainability of beach access ways and would provide an update once the options have been prepared. In the meantime, access ways would be maintained on an as and when required basis following storm events.

The Deputy Chief Executive advised that this topic would be raised at the next Operations and Monitoring Committee meeting to be held on 13 September 2018.

WB15.2.10 CCTV

The Board had had requests for some time regarding the installation of CCTV. In particular there had been requests to monitor the entry/exit points at the roundabouts at the northern and southern ends of the town.

Discussion with NZ Police had also indicated that these would also enhance the security of people and property in the area and assist greatly in resolution of some crimes and property loss at the beach. The Chairperson advised that he was waiting for a full quote that included the provision of required electrical connections and as soon as this was available he would circulate it to all Board members for consideration.

WB15.2.11 Broadlands Block

A meeting and walk around with Reserves Staff, Members of the Waihi Beach Environment Society and the Board to look at how to approach the enhancement of this block of land and follow the approved plan had been held. Reserves and Facilities staff would now contact property owners that shared a boundary with the block and advise future plans for the Broadlands Block.

The Board advised that the public would be kept up to date about the planting project that would take place over a number of years to come. The Board was very positive about moving forward with this project from now and in the long term.

The Board asked that a regular regime of reporting be established to report back on planning, consultation, drainage, construction and plantings and associated timelines and progress along with a breakdown of costings for the Broadlands Block environment enhancement be provided.

WB15.2.12 Waihi Beach, Bowentown and Athenree History - Discover the History Weekend

Board Member Roberts spoke about the forthcoming event programme for the 'Discover the History of Waihi Beach, Bowentown and Athenree' weekend to be held during 13-17 October 2018.

WB15.2.13 Community Board Strategies - Future Directions

The Chairperson advised that the next Community Board clinic would be held on Saturday 15 September 9.00am to 10.00am at the Waihi Beach RSA.

WB15.2.14 Significant Council Processes - Community Engagement Representation Review

The Chairperson advised that representation review was well underway and members of the Waihi Beach Community had been active in attending meetings.

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

WB15.2.15 Community Board Conference 2019

The Chairperson advised that he had been appointed to the Community Board Executive Committee (CBEC). The 2019 Community Board conference would be held in New Plymouth over April 11-13 and planning for this event was well underway.

Resolved: Members Sole / Parsons

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

WB15.3 Councillor's Report

The Board considered a report from Councillor Marshall dated 13 August 2018 as circulated with the agenda. Councillor Marshall spoke to the following items:

Representation Review

The representation review had generated a lot of interest and debate and there was a general opinion in some communities that the democratic rights of ratepayers was being undermined by the proposal that Community Boards be replaced by Community Committees, with Council appointed membership.

Waste Management and Minimisation Investigations

The reviewed Waste Minimisation Management Plan was adopted by Council on 5 December 2017. The plan allowed Council to address four main actions to investigate alternative rubbish and recycling collection models to achieve better management of solid waste in the district. A preference for low total community cost with diversions from land fill being a key goal with flexible options for a pay based and improved environmental outcome across the district.

Katikati Waihi Beach Reserves Management Plan - Draft Reserves and Facilities Bylaw - Proposed Tuapiro Point Horse Riding Ban

The proposed Tuapiro Point Horse Riding Ban had instigated a vast number of submissions, many of which were heard during the recent bylaw hearing held at Katikati over a period of six hours.

There had been some very valuable and measured submissions and some very good reasoned arguments had been put forward. There was a willingness for concessions to be made to keep the environment clean and give respect to specific sensitive areas at Tuapiro Point.

Resolved: Councillor Marshall / Member Sole

THAT the report from Councillor Marshall dated 13 August 2018 be received.

WB15.4 **Infrastructure Services Report Waihi Beach - August 2018**

The Board considered a report from the Deputy Chief Executive dated 10 August 2018 as circulated with the agenda.

WB15.4.1 **Emergency Management**

The Board noted that the Athenree Community Response Plan had been completed. Thanks were extended to Angela Reade for the work she undertook in ensuring that this was achieved. Member Roberts advised that she continued to maintain liaison with the local community response groups.

WB15.4.2 **Community Rooding Budget**

The Board was advised that an updated list of roading priorities would be included in the next Infrastructure Service Report, with the 2017/18 completed works taken off the list and any programmed works for the 2018/19 financial year included in priority order.

The Deputy Chief Executive Officer advised the Board that there would be some rehabilitation work undertaken on Emerton Road which would include a survey for the whole section of the roadway, and the incorporation of a footpath and pedestrian refuge crossing by the café and motor home facility. The work would be undertaken in the 2018/19 financial year but not before Christmas.

The Board stressed that they required all Waihi Beach area projects in the future to be reported on a regular basis showing specific cost allocations and expenditure and projected timelines for every project as they were undertaken.

WB15.4.3 **Athenree Action Group - Minute Action Sheet Reference WB14 15 5.10**

The Chairperson again spoke of his concern in regard to the road speed and traffic management measures that needed to be considered in the immediate vicinity of the new Montessori School entrance and exit ways on Athenree Road.

A site meeting with the Rooding Engineer (East/West) and Board members would be organised for the near future.

WB15.4.4 **Clearing of Grates and Catch Pits - Minute Action Reference WB14 18 5.6**

In regard to the comment that "residents are also able to look after themselves and the community and clear leaves and debris off grates which may be blocked in rainfall events" concern was expressed that it was not the job of residents to clear drains. The Deputy Chief Executive explained that while staff and contractors do clear drains as part of pre-storm event warning processes. They may be cleared, then quickly blocked by following rainfall. This was not a case of non-performance by contractors but the reality was that grates could be cleared one day and blocked the next.

It was acknowledged that some stormwater grates that may be covered with leaves and roadside debris may well have been in the vicinity of unoccupied properties or reserve areas. In cases where catch pit grates were noticed as being blocked, this should be reported through the Council CCR system to register required action.

It was important to develop a community with a mindset that looked after its community over many aspects and in this case all that was asked was that where they could, residents be aware that they could look out for and manage to clear any blocked grate tops very easily.

WB15.4.5 **Catch Pit/Stormwater at the Northern End of The Esplanade Parking Area at Waihi Beach**

The Board was advised that the catch pit at the northern end of The Esplanade parking area at Waihi Beach across the little bridge was constantly blocking. It was noted that this may be the result of the pipe being too small, or that there was something obstructing the stormwater flow.

A Service Request for this item would be initiated and referred to the Deputy Chief Executive Officer and Roading Engineer (East/West) to investigate.

Resolved: Members Sole / Parsons

THAT the Deputy Chief Executive's Report, dated 10 August 2018 and titled Infrastructure Services Report Waihi Beach - August 2018 be received.

WB15.5 **Financial Report Waihi Beach - July 2018**

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

The Chairperson advised that at their next workshop, the Board would consider options for future projects that would be funded by the Waihi Beach Community Board Reserve Fund.

Resolved: Councillors Williams / Marshall

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

WB15.6

Council, Standing Committee and Community Board Meetings

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

The Board indicated that they would like to hold their Board meeting scheduled for 19 November 2018 at the Waihi Beach Coastguard building.

Resolved: Members Parsons / Hepenstall

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

The meeting concluded at 7.53pm.

Confirmed as a true and correct record.

A Sole
Chairperson
Waihi Beach Community Board

Date

WB15

Western Bay of Plenty District Council

Waihi Beach Community Board

Chairperson's Report – October 2018

1. Request for Street Name

The Community Board request that the road that runs to Number 25 Wilson Rd between numbers 23 (Beach Treats) and 27 (Wilson Rd Fish Shop) be named "The Lane." This will identify the spot when it is being referred to and further make it clear it is a Roadway. The name is simple and should not create any problems regarding names or people historically in the village.

2. Speed Limit Recommendations

The Board is advised that Council is intending to commence a district-wide Speed Limits Bylaw Review in early 2019. The Board can make recommendations to Council on the speed limit changes in Waihi Beach that it would like to see progressed through the upcoming bylaw review. More details on the timeframes, process and agreed community engagement approach will be provided following Council's workshop on 18 October.

The Board has discussed speed limits relating to various points throughout the immediate area and advise the following:

A: Speed Limit reduction in Waihi Beach Town Centre

Local business owners and the Community Board request that the speed limit in the town centre be reduced to 30/40 kmh. We wish to have this implemented between the intersections of Wilson Road, Dillon St, north to Wilson Road, Citrus Ave. While it is hoped that people drive to the conditions a clear sign for the need to reduce speed in this area is called for.

B: Speed Limit reduction in Pio Shores

The community of Pio Shores and the Community Board request that the speed limit in Pio Shores subdivision be reduced to 30/40 kmh. The affected area for the requested speed reduction is at the entry to Papaunahi Road as you enter from Seaforth Road and Bowentown Boulevard as you enter from Seaforth Road.

This was requested over a year ago by locals but was not able to proceed at the time. During the weekends and busy periods Pio Shores is alive with children who

play beside and on the street all day and well into the evening. The streets are also used as part of a cycle way link to and from Anzac Bay.

C: Seaforth Road and Anzac Bay Reserve

There needs to be a speed Reduction from the intersection of Seaforth Road and Anzac Bay Reserve Road.

3. Athenree Road Speed Sign Shift

Members of the Athenree community, through the Athenree Action Group have requested that the 50kmh speed signs and warning signs on Athenree Rd entering the village be moved further west from the top of the hill. The Athenree Action Group had made an urgent request to have measures in place to slow traffic down before the opening of the Montessori School had been advised to the Roothing Engineer (East/West). This is in the hope that drivers will slow down before dropping down the hill.

4. Concerns relating to Montessori School entrance and accessway – Minute Action Reference WB14 18 5.10

The Board has earlier reported concerns from the Athenree Action Group relating to the entrance and access points of the Montessori School onto Athenree Road. With the Montessori School at the bottom of the hill and traffic turning right and giving way to oncoming traffic this will effectively block the road. There is no space to pass the stationary car when descending the hill.

The Roothing Engineer had advised the forthcoming speed limit review to be undertaken throughout the district by Council in 2019. It has also been advised that the Montessori childcare facility went through an extensive resource consent process, which involved the submission of a traffic safety assessment. It has been suggested that a representative from Travel Safe (road safety around schools) visit the site once the school facility opens.

5. Temporary Speed Limit Signs on Beach Road by the Top Ten Motor Camp and placement of Speed Indicator Signage

Over recent years the placement of 30 km/h signage on Beach Road in the vicinity of the Waihi Beach Top Ten Motor Camp during the peak holiday season had been installed.

A temporary speed indicator sign had also been placed on the main roads into Waihi Beach during the peak holiday period and the Board would like to see both the temporary speed limit signage and the speed indicator signage installed for the coming 2018/19 holiday period.

6. Footpath Relocation.

After numerous complaints by motorists and pedestrians, the Board has requested the Roothing Engineer to provide plans to create a safer road crossing for pedestrians across the road leading to 25 Wilson Rd. (suggested to be named The Lane).

Two plans that significantly improve safety for pedestrians by improving visibility for both pedestrians and motor vehicle drivers have been suggested.

As there would be a loss of a car park to make this improvement it is asked if the cycle rack outside numbers 18/20 Wilson Rd be able to be included in the new roadside blister and so have a neutral affect on the numbers of car parks. The report on the Wilson Road Footpath Relocation is attached. **Attachment A**

Recommendation:

That the Waihi Beach Community Board confirm the Wilson Road footpath relocation work Option (A or B) as the preferred option and request that the relocation of the footpath and associated work be undertaken as soon as practicable funded from the Waihi Beach Community Roothing Account.

7. Installation of Pedestrian Refuges

The Board had requested a report on the need for refuges at two sites on Seaforth Road. Both sites show a likely need for a refuge following the pedestrian survey held in the low peak period (winter) both sites show a refuge could be helpful for pedestrians. A copy of the pedestrian survey report is attached. **Attachment B**

The two pedestrian refuge points identified in the report are:

Site A - Seaforth Road/Emerton Road roundabout and
Site B – Between 14 – 16B Seaforth Road

The Board request a price to install a pedestrian refuge at both sites and also ask what effect there would be on parking if they are installed.

Staff Comment:

The Roothing Engineer (East/West) has advised that the price of \$10,000 is shown clearly in the report provided for the Community Board. The report only provides an indicative location for the crossing based upon where people are already crossing the road. The exact location of the pedestrian island would need to be decided if the project was approved.

Recommendation:

That the Waihi Beach Community Board confirm the installation of two pedestrian refuge points at Seaforth/Emerton Road roundabout and between 14 – 16B Seaforth Road at a cost of \$10,000 each funded from the Waihi Beach Community Roading Account and request that the installation of the pedestrian refuges be undertaken as soon as practicable

8. CCTV

Firm costings for the installation of CCTV cameras system were still to be provided.

9. Waihi Beach Community Health Centre Charitable Trust

Attached for information is an update relating to the proposal put forward by the Waihi Beach Community Health Centre Charitable Trust Update. **Attachment C**

10. Waihi Beach Skateboard Group

An interest group of skateboard riders and their families have had meetings, formed a committee and have applied to become an Incorporated Society. They intend to start applying for money from many sources to build the skate park and wish to work with Council and the Community Board as they move along the way to a completed project.

11. Community Organisation Groups**11.1 Athenree Action Group**

The Athenree Action Group had a meeting on September 8th that was attended by 20+ people. The group have plans for a roadside and harbourside clean-up by November.

The issue of the school bus shelters was also discussed and the group will have a working bee on a shelter in the Pohutukawa Drive over the summer.

The Athenree Action Group is still very concerned about vehicle speed at the entry into the village and road safety as drivers come down the hill. Koutunui Road is also experiencing some speedster issues.

11.2 Waihi Beach Community Patrol

The patrol is performing at a high level and following police tasking requirements. Preparations for the Christmas period is about to start with a higher number of daytime patrols to be put in place.

11.3 Waihi Beach History Day

Member Roberts will provide a verbal update on the forthcoming Waihi Beach History Day events.

12. Volunteers Afternoon Tea

We value all the work done by volunteers in our community and to show our appreciation, we invite all of our Community Volunteers to join together at the Waihi Beach RSA, 2pm on Friday 26 October 2018 for a thank you Afternoon Tea. We look forward to seeing all the volunteers there.

13. Significant Council Processes – Community Engagement**Representation Review**

I am pleased to advise the community that the Council is about to put forward its final proposal regarding representation and it will be publicly notified on the 2nd of October and a one month period for appeals, objections will run until the 2nd of November. The final determination will be made by the Local Government Commission by the end of April and will take effect for the 2019 elections.

**14. Training and Conferences for Elected Members
- Zone 2 Community Board Training**

It is my hope to have a Zone 2 Community Board training seminar available to all Community Board members by mid November. More details will be provided as soon as possible.

Recommendation

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

Allan Sole
Chairperson
Waihi Beach Community Board



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1484 Cameron Road
Tauranga
Jim.paterson@westernbay.govt.nz

Attention: Jim Paterson

File Ref: CCR246446

29/11/17

WILSON ROAD FOOTPATH RELOCATION, WAIHI BEACH

Dear Jim

As requested, we have considered how to realign the footpath by the Fish and Chip shop to improve visibility between footpath and service lane users. We have settled on two options (attached) – Option A (\$8, 300) is do minimum without pouring new footpath and utilises the minimum concrete island; Option B (\$12, 400) is visually nicer and more should not pose difficulty for visually impaired people.

The two options are presented as Concepts and the associated estimates (ex GST) are initial estimates only and a subject to confirmation if a formal Offer of Service is requested once the Community Board has considered the options. Note also that drainage has been considered as a desktop exercise and is subject to site visit and design for confirmation that the chosen scheme will drain properly.

Please confirm which Option you would like us to proceed with.

Yours sincerely

A handwritten signature in black ink, appearing to read "Justine Wilton".

Justine Wilton





WestLink Bay of Plenty
58 Taurikura Drive, Tauriko
Tauranga, 3112

PO Box 747, Tauranga, 3140
New Zealand

t: 07 577 4680
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Notes

- The service lane is legal road so vehicles have precedent over pedestrians. Legally, pedestrians are required to check for vehicles and give way to vehicles. This is sensible because the pedestrians can always see the vehicles but drivers can not always see the pedestrians.
- Council must make the footpath look like footpath and make the road look like road and ensure that there is a clear difference between the two at their interface. This makes it clear to people that they are crossing a road and to expect vehicles. This is especially important for visitors, visually impaired and children
- If the road isn't reshaped, pedestrians have to negotiate the dropped kerb and the channel. This should be traversable in wheelchairs and mobility scooters but it would be better for all pedestrians if there was a smooth even surface and no trip hazard. Also, for Option B, the road needs to be reshaped so that the scheme drains properly.
- The bollard and rail fence could become a toy for kids to swing on
- We have included an estimate for a new seat to block off the old footpath because it is visually nicer than a fence and it may be utilised by people waiting for their fish and chips
- Whether the bollard and rail fence or the seat option is chosen to act as a barrier, they must be set back from the road edge and must be low enough so that they don't block driver's view of pedestrians and vice versa.



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Option A

This uses the asphalt carpark space as footpath.

This means the footpath will be black seal and not the yellow concrete with the grey wave pattern.

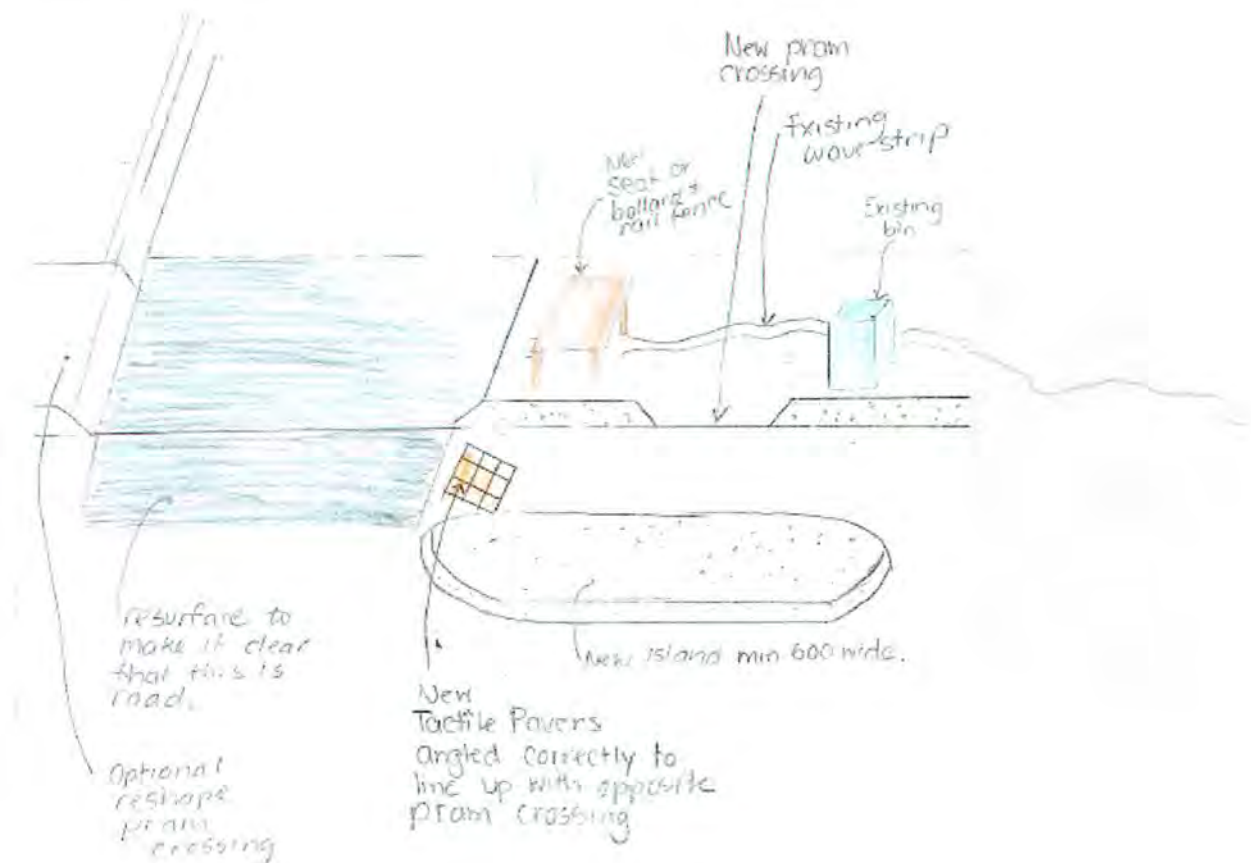
Because this new footpath will be at the same level and be the same surface as the road, we have to install tactile pavers to demarcate the point where peds are about to conflict with vehicles. This is particularly important for visually impaired people as they need high contrast to identify the change in risk.

This option requires the existing footpath to be broken out so that the approach to the new pram crossing can be formed.

Ideally, the wave pattern would curve down to the pram crossing.

This arrangement might be a little confusing to a visually impaired person, even with the guidance from the wave; they may need extra linear tactile paving to guide them to the actual crossing point.

This design has low risk with respect to drainage; the new island should be able to drain and not become a dam and the existing drainage system shouldn't need to be changed (although this would be confirmed during the design phase).





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OPTION A	Unit	Qty	Unit rate	Estimate	With seat	With bollard and rail fence
Project management	ls	1	500	500		
Design	ls	1	2500	2500		
Establishment, traffic control	ls	1	2000	2000		
Install island	m2	2.4	150	360		
Pram crossing retrofit into existing footpath	ea	1	600	600		
Tactile paver set	ea	1	300	300		
Reseal road	m2	20	50	1000		
Remove 4 bollards and patch footpath	LS	1	150	150		
New seat	ea	1	800	800	\$8,210	
New bollard and rail fence (alternative to seat)	ea	1	450	450		\$7,860
TOTAL					\$8,210	\$7,860



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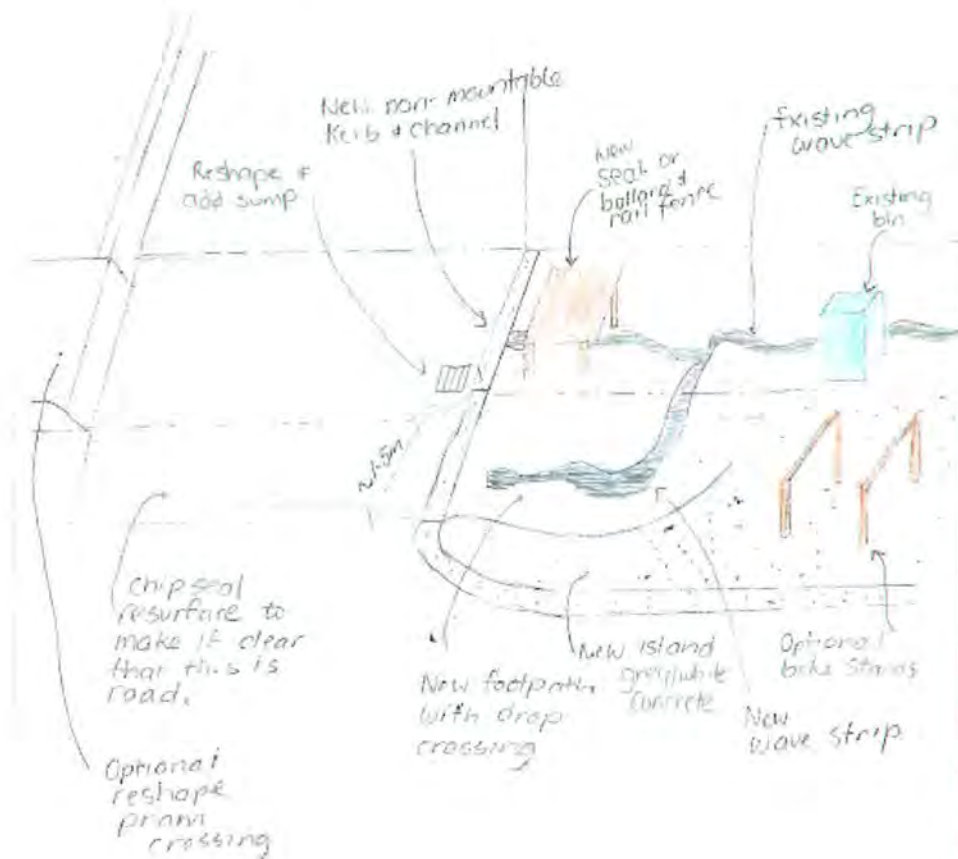
Option B

This builds a continuation of the existing footpath over the carpark space.

This means the footpath will be the same (or very similar) colour, texture and height as the surrounding footpath and the grey wave pattern can also be continued.

A pram crossing will be installed as part of the new footpath and this could have tactile pavers (to comply with RTS 14) but won't be as necessary as under Option A because there will be a high contrast change of surface and a height change at the interface between footpath and road.

The road will need to be reshaped and have a sump added (clear of the pedestrian desire line) to ensure that the scheme drains properly.





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OPTION B	Unit	Qty	Unit rate	Estimate	With seat	With bollard and rail fence
Project management	ls	1	500	500		
Design	ls	1	2500	2500		
Establishment, traffic control	ls	1	3000	3000		
New footpath	m2	5	100	500		
Pram crossing in new footpath	ea	1	100	100		
Reshape road	m3	4	100	400		
New non mountable K&C	m	2	60	120		
Reseal road	m2	20	50	1000		
Sump	LS	1	1300	1300		
Remove 4 bollards and patch footpath	LS	1	150	150		
New seat	ea	1	800	800	\$10,370	
New bollard and rail fence (alternative to seat)	ea	1	400	400		\$9,970
SUBTOTAL					\$11,670	\$11,270
Optional bike stands	ea	2	200	400		
Optional reshape opposite pram crossing	ea	1	300	300		
TOTAL INCLUDING OPTIONAL EXTRAS					\$12,370	\$11,970



To	Stuart Harvey
Copy	Justine Wilton
From	Michelle Windsor
Office	Tauranga Westlink
Date	10 July 2018
Subject	Seaforth Rd / Emerton Rd Roundabout Pedestrian Count

1. Purpose

A pedestrian survey was carried out over in the Seaforth Rd/Emerton Rd area in Waihi Beach on 29th July 2018.

The purpose of the survey was to establish where, when and how pedestrians are travelling in the area. The aim was to answer the following questions:

- Are further pedestrian refuges required in the area based on current pedestrian flows?
- If pedestrian refuges are required, where should they be located for maximum benefit?
- What will the estimated cost be to install the refuge(s), if required?

2. Methodology

A single surveyor carried out the survey.

Location: The survey was split between two sites – A) The Seaforth Rd / Emerton Rd roundabout and B) between 14–16B Seaforth Rd

Time: The survey was carried out at Site A) from 9:00-11:00 and 13:30-15:00 and at Site B) from 11:15-13:00 and 15:30-16:15

Data: The following information was recorded:

- **Pedestrian tally:** the number of pedestrians/cyclists/scooters crossing the road in each zone was tallied over 15 minute intervals: Zones 1,2,3 and 4, shown in *Figure 1* for site A) Seaforth/Emerton Rd and Zone 5 shown in *Figure 2* for the site B) 14-16B Seaforth Rd.
- **Pedestrian routes:** a line with a direction arrow was be drawn on an aerial map to show each pedestrian's direction of travel and location of crossing
- **Traffic tally:** the number of vehicles that drove past were tallied over 15 minute intervals. For site A), the vehicles were tallied for the road from which they *entered* the roundabout, Seaforth Rd/Tuna Rd OR Emerton Rd.

- **Traffic speed:** a speed sample was taken every 15 minutes using a speed gun of a vehicle travelling on Seaforth Rd towards the roundabout for site A) and in the increasing AND decreasing directions for site B).



Figure 1: Site A) Emerton/Seaforth Roundabout



Figure 2: Site B) Between 14–16B Seaforth Rd

3. Results and Observations

The complete raw data collected during the survey is provided in **Appendix A**.

A summary of the results is shown in Table 1 below:

Table 1

	Time period		Average no. of pedestrians crossing (peds/hr)					Average no. of vehicles approaching (veh/hr)		Average vehicle speed (km/hr)	
			Zone 1	Zone 2	Zone 3	Zone 4	Zone 5	Seaforth Rd	Emerton Rd (Tuna Rd)	Seaforth Rd - Increasing	Seaforth Rd - Decreasing
Site A) Roundabout	9:00	11:00	9.5	4.0	9.0	9.0		145	128	52	
Site B) 14-16B Seaforth	11:15	13:00					19.4	315		46	52
Site A) Roundabout	13:30	15:00	6.0	2.7	4.0	14.0		246	157	50	
Site B) 14-16B Seaforth	15:30	16:15					14.7	337		49	55
Overall Average			8.0	3.4	6.9	11.1	18.0				

Note the following limitations:

- The vehicle speed readings were taken once every 15 minutes. More frequent samples would have given a more accurate average, but it was not possible to take more readings with a single surveyor.
- When recording the number of vehicles approaching the roundabout (Site A), the vehicle was recorded ONCE on the road that it approached the roundabout from (and not on the road that it exited). Again, the data capture was limited by having only a single surveyor.
- When surveying the roundabout (Site A) the surveyor was positioned on the corner between Zones 1 and 2 up on the hill. From this position, Zones 1, 4 and 3 were easily visible. Zone 2 was partly obscured due to vegetation so there may have been pedestrians that crossing here and were missed in the survey.
- Pedestrians that walked on the footpath but did not cross the road were not included in the pedestrian tally.
- The survey was carried out on a winter's day, on a Friday. From conversations with the locals, it was thought that the pedestrian volumes would at least triple during the summer.

Figures 3 and 4 below show the pedestrian movements that were recorded during the survey (black lines). This gives an impression of the areas of highest concentration for pedestrian crossing. The red lines show the **dominant direction of traffic flow** that was observed during the survey. The daily traffic volumes (vpd) recorded in Mobile Road are also shown for each road.

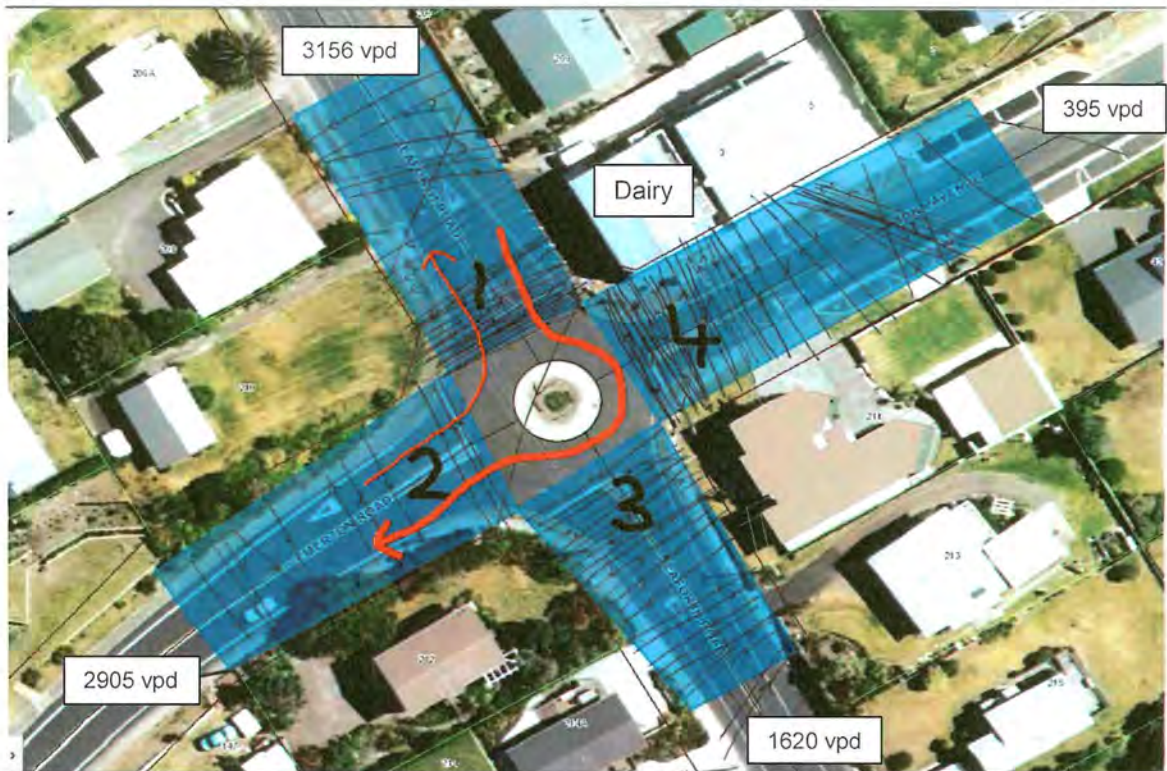


Figure 3: Pedestrian routes and dominant traffic flow for Site A) Emerton/Seaforth Roundabout

Site A) Seaforth Rd/Emerton Rd Roundabout: Results and Observations

- In the morning period (9:00-11:00), **Zone 1** had the greatest pedestrian traffic with an average of **9.5 peds/hr**, followed closely by **Zones 3 and 4** with **9 peds/hr**
- In the afternoon period (13:30-15:00), **Zone 4** had the greatest pedestrian traffic with an average of **14 peds/hr**.
- The pedestrians crossing through Zone 1 were largely concentrated close to the intersection. The pedestrians crossing through Zone 4 were more spread out as they moved from the dairy to and from the parallel parks opposite the dairy.
- An average of **272 veh/hr** travelled through the roundabout in the morning period and an average of **402 veh/hr** travelled through the roundabout in the afternoon period
- The dominant flow of traffic was from Seaforth Rd, turning right onto Emerton Rd (**thick red line**), followed by traffic from Emerton Rd turning left onto Seaforth Rd (**thin red line**) i.e. through **Zones 1 and 2**.
- The average speed of vehicles travelling on Seaforth Rd approaching the roundabout was **52 km/hr** in the morning and **50 km/hr** in the afternoon.
- Pedestrians were observed to use the small concrete islands to pause in the middle of the road.
- Some vehicles (7+) turning left from Emerton Rd onto Seaforth Rd performed a tight U-turn into the diagonal carparks outside the dairy.
- Able-bodied pedestrians frequently used the existing small concrete islands as refuges to pause in the middle of the road.
- The type of pedestrians observed were primarily elderly people, followed by middle-aged people walking dogs and mothers with children.
- The dairy and the beach appeared to be the primary destination for pedestrians.



Figure 4: Pedestrian routes and dominant traffic flow for Site B) Between 14–16B Seaforth Rd

Site B) Between 14–16B Seaforth Rd: Results and Observations

- In the midday period (11:15-13:00), an average of **19 peds/hr** were observed crossing the road.
- In the afternoon period (15:30-16:15), an average of **15 peds/hr** were observed crossing the road.
- The pedestrians crossing the road were largely concentrated crossing between the pedestrian walkway (between 14 and 16B Seaforth Rd) and the Seaforth Rd Rec Reserve. The second concentrated area where pedestrians crossed the road was just north of this location, where Seaforth Rd bends away from the beach, and becomes Wilson Rd.
- An average of **315 veh/hr** travelled through this site along Seaforth Rd in the morning period and an average of **317 veh/hr** in the afternoon period
- The average speed of vehicles travelling on Seaforth Rd approaching from the north (increasing direction) was **46 km/hr** in the morning and **49 km/hr** in the afternoon.
- The average speed of vehicles travelling on Seaforth Rd approaching from the south (decreasing direction) was **52 km/hr** in the morning and **55 km/hr** in the afternoon.
- In the location between the walkway and reserve, it is difficult for pedestrians to see vehicles approaching from the North, as there is a bend where Seaforth Rd becomes Wilson Rd. Occasionally, pedestrians would pause in the middle of the road to let these vehicles pass.
- The type of pedestrians observed were primarily parents with children, followed by elderly people.
- The beach and the reserve appeared to be the primary destination for pedestrians, particularly around lunch time.

4. Recommendations

Are further pedestrian refuges required in the area based on current pedestrian flows?

Site A) Seaforth Rd/Emerton Rd Roundabout

We think that a pedestrian refuge(s) is required at this location for the following reasons:

- Elderly people were the primary type of pedestrian observed in this location. The elderly, as well as mothers with prams, would particularly benefit from a pedestrian refuge as they are often not able to quickly cross the road. The small concrete island provides some shelter at present, but this is difficult for prams, mobility scooters, people with injuries etc.
- The pedestrian volumes observed in the survey were not particularly high and the surveyor did not witness any situations where pedestrians were unsafe crossing the road. However, pedestrian volumes (anecdotally) triple at Waihi Beach in the summer and there are also a number of nearby areas earmarked for development (development locations shown in Figure 5 below). In order to cater for summer pedestrian demand and the growing residential population, particularly people who aren't fully able-bodied, we think that further pedestrian refuge(s) at this location would be beneficial for the community.



Figure 5: Proposed subdivisions near the Seaforth Rd/Emerton Rd roundabout (shown with yellow pin)

- Emerton Road is the primary southern route into Waihi Beach and this roundabout has large traffic volumes travelling through it, particularly in the afternoon.

Site B) Between 14–16B Seaforth Rd

We think that a pedestrian refuge(s) is required at this location for the following reasons:

- Vehicles approaching from the south tend to be travelling at speeds which can cause fatal injuries to pedestrians.
- The vehicles approaching from the north are difficult for pedestrians to see until they are past the Wilson Rd bend; this is particularly hazardous when vehicles are exceeding the speed limit.
- Because of the vehicular speed and at times, the volume, getting a gap in which to cross the road in one go can be difficult.
- Located between a walkway and a reserve, this site experiences a concentration of crossing pedestrians.
- Parents with children and the elderly were the main type of pedestrian observed at this location; both would benefit from a pedestrian refuge as they are often not able to quickly cross the road.

If pedestrian refuges are required, where should they be located for maximum benefit?

Site A) Seaforth Rd/Emerton Rd Roundabout

We recommend that a pedestrian refuge should be located in Zone 1, shown as a red rectangle below in Figure 5 and Figure 6:

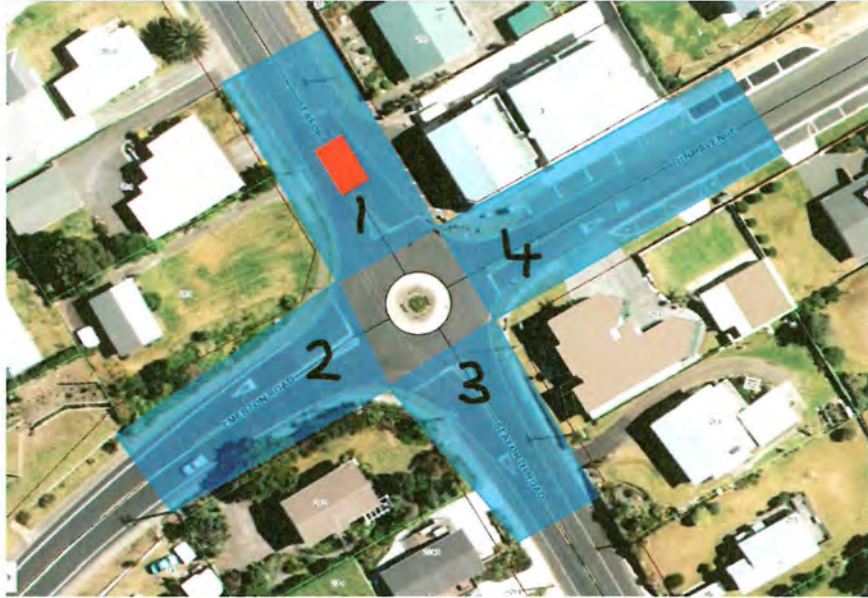


Figure 5



Figure 6

Zone 1 is considered the best location because:

- Although Zone 4 experienced the highest pedestrian volumes, Zone 1 was a close second and pedestrian crossings were mainly concentrated in a single area near the intersection. Zone 1 also experiences the highest traffic volumes (3156 vpd, whereas Zone 4 only carries 395 vpd). A pedestrian refuge in Zone 1 will likely prevent, or make it difficult, for vehicles to perform u-turns into the dairy diagonal parks.

If funding is provided for more than one pedestrian refuges at the roundabout, Zone 4 could be considered the next priority as it has the highest pedestrian volumes. However, if a pedestrian refuge was placed in Zone 4, it would be more likely to be ignored as pedestrian movements were more spread out here and the traffic volume is low. People are more likely to cross from where they have parked, than walk to a refuge. Zone 2 and Zone 3 experience much higher vehicle volumes than Zone 4, so these locations may be considered more appropriate for a second refuge than Zone 4.

Site B) Between 14–16B Seaforth Rd

We recommend that a pedestrian refuge should be located between 14–16B Seaforth Rd and the Seaforth Rd Reserve, shown in Figure 7 and Figure 8 below. We consider this location to be the highest priority site for a pedestrian refuge. This is because there is a safety risk presented to pedestrians by vehicles (both travelling at the speed limit as well as above) and poor visibility towards the Seaforth Rd/Wilson Rd bend.



Figure 7



Figure 8

What will the estimated cost be to install the refuge(s), if required?

The approximate cost for WestLink to install a pedestrian refuge like the one shown in the Development Code in Figure 9, below is \$10k each.

4 PEDESTRIAN REFUGES

Pedestrian Refuges should be installed where there is a need for pedestrians to cross the road.

Pedestrian Refuges are generally used where it is difficult to cross the full width of the roadway in one stage. The provision of a refuge enables the pedestrian to wait safely in the middle of the roadway and cross one direction of traffic at a time.

The typical Pedestrian Refuge design to be used is shown in Figures 3.1 to 3.2. Lighting is to be to the standard specified in NZS 1158:1997.



Typical pedestrian refuge layout. (Note. Highway lighting not included in photo)

Figure 9

Whilst Site B) (between 14–16B Seaforth Rd) has adequate road width for a standard refuge like in Figure 7, further investigation will be required to determine whether these will be able to fit at Site A) on the roundabout approaches. A modified refuge design may be required to ensure that it does not encroach on any vehicle movements at the roundabout.

In the case that a standard concrete refuge or modified refuge design is not feasible for Site A), there are two alternative options that we can suggest for consideration:

- The existing concrete islands could be removed and replaced with painted islands. Although this might not increase the pedestrian's *perception* of safety, it allows pedestrians, mobility scooters, prams etc. to cross without the obstruction of a concrete island. Turning trucks can also encroach on the island if necessary, without hitting the concrete islands/signs/railings components of a full pedestrian refuge. This option would also be a lot cheaper than a concrete refuge.
- The concrete pedestrian refuges could be installed at a distance from the roundabout where there is adequate road width and they do not obstruct any turning circles. However, pedestrian movements were found to be most concentrated right next to the roundabout (even crossing the existing small concrete islands), so there is a risk that pedestrian refuges located further from the roundabout are more likely to not be used.

Appendix A: Survey Data

	Time		Number of peds/cyclists/scooters crossing					Number of vehicles travelling from:		Vehicle speed (one reading taken every 15 min)	
			Zone 1	Zone 2	Zone 3	Zone 4	Zone 5	Seaforth Rd	Emerton Rd (/Tuna Rd)	Seaforth Rd - Increasing	Seaforth Rd - Decreasing
Site A) Seaforth Rd / Emerton Rd roundabout	9:00	9:15	6	2	3	7		30	25	60	
	9:15	9:30	0	2	2	4		35	27	46	
	9:30	9:45	1	0	0	1		30	35	50	
	9:45	10:00	2	0	5	2		30	41	51	
	10:00	10:15	5	0	1	1		39	32	53	
	10:15	10:30	1	3	3	0		37	26	51	
	10:30	10:45	0	0	3	0		45	38	53	
	10:45	11:00	4	1	1	3		43	32	55	
	Average			2.375	1.00	2.25	2.25		36.125	32.00	52.38
Sub-total			19	8	18	18					
Site B) Between 14-16B Seaforth Rd	11:15	1:30					3	66		47	50
	11:30	11:45					7	78		44	56
	11:45	12:00					7	76		48	50
	12:00	12:15					1	73		52	49
	12:15	12:30					2	101		39	54
	12:30	12:45					10	86		48	58
	12:45	13:00					4	72		46	50
	Average						4.86	78.86		46.29	52.43
Sub-total											
Site A) Seaforth Rd / Emerton Rd roundabout.	13:30	13:45	4	3	3	0		45	45	47	
	13:45	14:00	0	0	1	1		50	27	54	
	14:00	14:15	0	0	1	3		66	47	46	
	14:15	14:30	5	1	1	10		67	40	55	
	14:30	14:45	0	0	0	2		71	36	54	
	14:45	15:00	0	0	0	5		70	40	42	
	Average			1.50	0.67	1.00	3.5		61.5	39.17	49.67
Sub-total			9.00	4.00	6.00	21.00					
Site B) Between 14-16B Seaforth Rd	15:30	15:45					4	97		48	52
	15:45	16:00					5	83		49	62
	16:00	16:15					2	73		49	52
	Average						3.67	84.33		48.67	55.33
Sub-total						11.00					
TOTAL			28	12	24	39	45				
Overall Average			2.00	0.86	1.71	2.79	4.50				

From: Craig McFarlane <CraigM@cm.onenetservices.co.nz>
Date: 22 September 2018 at 11:35:49 AM NZST
To: Undisclosed recipients;
Subject: Waihi Beach Community Health Centre Charitable Trust update

Kia ora koutou,

As a stakeholder, you haven't had an update in sometime from our Trust - so we thought that it was appropriate to provide you with a brief "heads-up" on where are we at with our proposed Medical/Health Centre project?

In general terms - The Community Trust is still working towards assisting our community with developing/having a great new Community Health/Medical Centre in our village.

With St John now having their own separate building – this has changed our landscape and we have had to do some re-thinking about footprint size etc.

With this change, we are continuing to work with Primary Health Care Limited (who own the General Practice/the business) on what the best options actually are for them (and we have not discounted our community reserve option).

In the interim, Primary Health Care Limited have renewed the lease on the current property for another 2 x years. We will keep you informed of any developments (we have not thought any further about more detailed design at this early stage).

There is lots of speculation, but nothing has changed in our commitment to getting better services for our community.

Please feel free to come back to me if you have any further questions.

Kind regards

Craig McFarlane
Email: craigm@cm.onenetservices.co.nz
Mobile: +64 21 220-4745
Skype: craig.mcfarlane16

Western Bay of Plenty District Council

Waihi Beach Community Board

Councillors Report – October 2018

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

1. Annual Report Highlights

2. Representation Review Outcome

3. Tuapiro Point Reserves & Facilities Bylaw Decision

The decision relating to the review of the bylaw allowing horses on Tuapiro Point will be made by Council on Thursday 27 September 2018. The decisions & recommendations from this meeting will be advised to the Board.

4. Responsible Camping Working Party Grant \$340K – Kiwi Camp Facility

Council was successful in its funding application to MBIE for freedom camping initiatives. \$340,000 was granted as follows:

- \$200,000 – Kiwi Camp Facility
- \$60,000 – Smart Bins
- \$80,000 – Security monitoring

Following the announcement of the funding from Central Government and the identification of a potential site at the Seaforth road carpark between Waihi Beach and Bowentown, there were mixed reactions to the proposal of establish a Kiwi Camp facility at this site.

The smart bins and security monitoring can be implemented within MBIE's imposed timeframe. Already, Smart bin quotes have been received for installation at various freedom camping sites throughout the district. Also, negotiations are currently underway with Council's compliance monitoring contractor to extend security monitoring across the wider district – similar to the level of service that occurs at Waihi Beach.

The report presented to the Operations and Monitoring Committee on 13 September 2018 sought direction and a decision from the Committee on whether or not to proceed with the Kiwi Camp Facility trial given a number of constraints to establish a facility in such a short timeframe.

The concept of the Kiwi Camp Facility seems very positive in terms of helping local communities address freedom camping problems. However, issues/risks for Council to consider in making this decision included:

- Timing. MBIE has stated a deadline of 1 December 2018 for the new facility to be operational and this will be very difficult to achieve.
- Council financial commitment to prepare the selected Kiwi Camp Facility site. This is unbudgeted expenditure of which approximately \$70-\$100k could be funded from Council's Rates Reserve Account.
- Location desirability for users.
- Consultation with stakeholders and Tangata whenua about any particular site.
- Council's Freedom Camping Bylaw.
- Lack of time for appropriate consultation with the community.

A multi-criteria assessment of all Freedom Camping sites, as to their suitability and constraints was conducted to assess which sites could potentially be utilised to meet the tight time constraints.

After extensive debate at the Council Meeting held on 20 September Council resolved to proceed with the establishment of a trial Kiwi Camp Facility at Waihi Beach Community Centre site, Waihi Beach.

Councillors were very aware that due to the urgency of the decision to take advantage of this facility a full community consultation was not possible in the Government imposed timeline. However creating a trial of the facility at Waihi Beach, and then potentially over winter at Te Puke for Kiwifruit workers, would allow Council to better evaluate the potential and long-term locations of these facilities.

5. Rural Committee Key District Issues

Some of the key issues for the district will be shared.

David Marshall
Councillor
Waihi Beach Community Board

Western Bay of Plenty District Council

Waihi Beach Community Board

Waihi Beach Monitoring

Purpose and Summary

The purpose of this paper is to provide feedback to the Community Board on the compliance monitoring service provided to the Waihi Beach community during the 2017/18 holiday season, and update them on future compliance monitoring activities.

Recommendation

THAT the Compliance and Monitoring Manager's report dated 12 September 2018 and titled Waihi Beach Monitoring be received.



Alison Curtis
Compliance and Monitoring Manager

1. Background

Council has undertaken compliance monitoring at Waihi Beach for 3 consecutive holiday seasons.

The need for monitoring was identified by the Waihi Beach Community Board to address issues with freedom camping, parking and dogs on beaches, specifically over the peak holiday season.

The first monitoring year for monitoring was 2015/16, where Council trialled the monitoring contract for the 2015/16 summer peak season with Watchdog Security. This was for the peak period only of the 3rd Friday in December until close of Waitangi weekend. This period was in line with the prohibited period for freedom camping at Anzac Bay, within Council's freedom camping bylaw, that was passed by Council in late 2015. This contract also included parking and dogs on beach monitoring.

The second monitoring season for 2016/17, Council approved a further monitoring contract, this contract was with First Security, following a Council tender process. The contract period was extended to include weekends from Labour weekend through to Easter (inclusive) on feedback from the community.

The third monitoring season for 2017/18, was with First Security through a limited renewal of the previous years contract for the 2017/18 summer monitoring contract. The contract included district-wide complaint response to freedom camping complaints.

2. Summer monitoring contract discussion

The contract for monitoring services for Waihi Beach has been a recent service provision. The work requirements under the contract have developed based on a combination of community feedback, identified monitoring needs and feedback from the contractor.

The contracts for monitoring to date have been of a short-term nature and this has resulted in the following:

- A significant investment from staff in training and re-training of contractor staff for each holiday period, with limited work in this compliance activity undertaken by the contractor in the Western Bay outside of the holiday period
- Short term increase in staffing by contractors to meet short term business needs- i.e. not all staff undertaking the duties are permanent employees of the contractor, and are only employed over the summer contract
- Limited time for the contractors staff to get familiar with the legislative requirements and business needs of the Western Bay
- Feedback from the community of differing levels of service over the contracted period for key activities, i.e. not enough dog patrols.

As a result of this feedback and the expiry of the two substantial compliance contracts held by Council for; after hours District –wide noise complaints response and after hours animal services response, a tender for the combined district compliance activities went to the market in late 2017.

The procurement process and resulting tender for district wide compliance activities was completed in February 2018. A new 3 year contract with a 2 year option for of renewal for service was agreed by Watchdog Security, and was commenced on 1 March 2018.

The compliance activity for the 2017/18 period labour weekend through to 1 March was undertaken by First Security.

2.1 First Security Activities 2017-18

The monitoring contract with First Security was for the following period(s):

Core period: all services (Freedom Camping, Parking, Dogs on beaches):
Friday 15 December 2017- 6 February 2018 (inclusive)
Daily 6.30am-9.30pm (average 7 hours per day)

Additional Periods -Freedom Camping monitoring only:
All weekends from (and including) Labour Weekend 2016 to 1 March 2018
Daily 6.30 am-8.00am and 8.00pm-9.30pm (average 3 hours per day)

The activity levels detailed in **Attachment A** shows the activity by First Security over the period of the contract.

2.2 Watchdog Activities- 1 March 2018- 3 April 2018

Freedom Camping monitoring only
All weekends from 1 March 2018 to Easter Monday, 2 April 2018 (inclusive)
Daily 6.30 am-8.00am and 8.00pm-9.30pm (average 3 hours per day)

17 complaints of Freedom camping were received during this period, district wide.

Freedom camping warnings over the period totalled 16. No infringements were issued during this period.

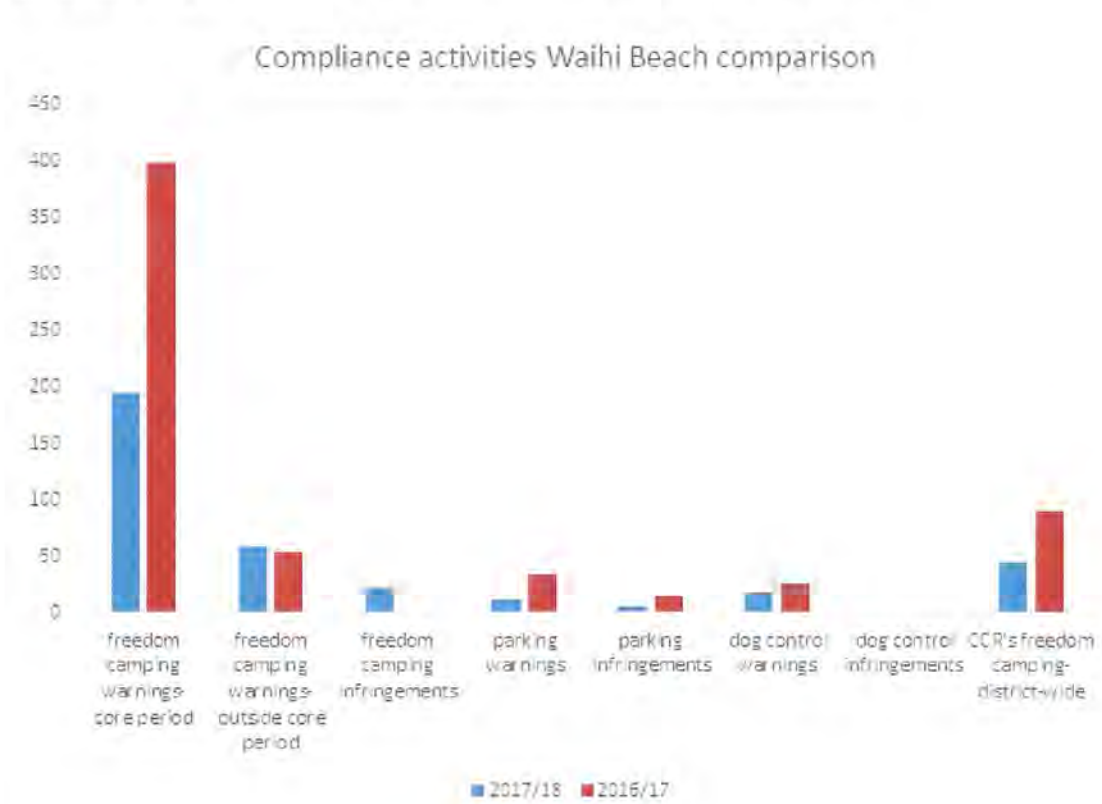
2.3 Compliance overview

The numbers indicate that there was a level of non-compliance within the Waihi Beach community with regard to specific Council requirements relating to freedom camping, dog control and parking. The level identified was less than the previous period of 2016/17. There can be a number of reasons for this trend which include:

- increased awareness by locals and visitors that compliance activities are monitored for the holiday season.

- national awareness that non compliant freedom campers will receive infringement notices for non-compliance. Whilst not widely publicised by Western Bay of Plenty District Council, many councils including our neighbours at Tauranga City Council have been increasingly in the media about their strict approach to freedom camping compliance.
- Reduced dog patrols- this was noted in the December reporting by the contractor and changes were required by Council staff to address this with the contractor.
- Wetter holiday season than previous year, leading to the cancellation of events including the Wilson Fair. Historically this event has resulted in a high number of parking infringements on this occasion

Table 1: Comparison of Compliance activities 2016/17 and 2017/18



3. On-going monitoring considerations

Specific resourcing funding has been provided in Council's Long Term Plan for compliance monitoring at Waihi Beach. This funding recognises the significance of the area for tourism, and the growth in the population in this area over the holiday period. While the whole of the Bay of Plenty area is a popular holiday spot, the resourcing needs for Waihi Beach differ from other communities in the Western Bay.

The Council's commitment to a single contractor for the next 3-5 years provides a solid basis for a strong compliance resource for undertaking activities the Waihi Beach area, and wider Western Bay. The contractor's staff undertake freedom camping, animal services and noise control

compliance on a daily basis across the Western Bay. Watchdog Security demonstrated through the procurement process as a regional provider that they have competent staff and are resourced for education, monitoring and enforcement of Council bylaw requirements.

Requirements under the new compliance contract for Waihi Beach summer monitoring contract are as follows;

a. Peak period:

The contract covers the peak holiday period (the third weekend in December until the end of Waitangi weekend), this period of monitoring is a requirement, based on the number of compliance interactions with members of the public during this period.

The monitoring is based on existing service levels required- these include twice daily freedom camping compliance activity monitoring, parking monitoring and dogs on beach monitoring. The level of dogs on beach monitoring undertaken in 2016/17 and 2017/18 has been at lower levels than anticipated, and more frequent random monitoring during the peak holiday period is required from the contractor.

Monitoring of dogs on beaches during weekends outside the peak period is currently being discussed with the contractor. This is being considered in relation to their wider after hours animal services contract.

b. Extended period – weekend monitoring

The extended freedom camping period in the contract includes weekends from Labour Weekend to Easter.

c. Complaint based monitoring

District wide complaint response is provided 24/7 all year throughout the District for all freedom camping calls.

Please note the wider contract also includes 24/7, all year, complaint response throughout the District for noise complaints and after hours response to dog complaints.

d. Cost:

The infringement revenue for non-compliance does not cover the costs of the contract. It is anticipated that there would be high community resistance and a corresponding negative perception of Council, particularly with visitors to the region if the approach was changed from education and warnings to a cost recovery approach through infringements. Feedback from Tauranga City Council on their approach to infringements, indicates a high level of complaints and appeals to infringements occurs.

The monitoring contract is considered a cost effective solution to address the high level of non-compliance, especially during the peak holiday period. Funding for the activity is included within the operational compliance budget.

4. Consultation and Communication

Interested/Affected Parties	Completed/Planned Consultation/Communication	Notes
General Public	Place appropriate notices in local newspaper and on Council website that any issues with freedom campers on reserves where restrictions apply should be reported to Council 24/7 for action	
Campervan Association	Advise through Campervan Association that Council operates a complaint based operation throughout the District	

First Security Report- Waihi Beach Summer Monitoring Contract 2017-18



Waihi Beach Summer Monitoring Contract 2017-2018

Contract Type:	Fixed Term contract for Compliance Services
Contractor:	First Security Guard Services Ltd
Period of Contract:	Labour Weekend 2017 to 1 March 2018 Core Period Friday 16 December 2017 – 10 February 2018 (inclusive)

Details of Contract

To undertake seasonal regulatory compliance monitoring at Waihi Beach and surrounding areas.

Regulatory services to be provided include:

- Freedom Camping Act 2011– to exercise the powers of an Enforcement Officer.
- Dog Control Act 1996 and Dog Control Bylaw 2011 – to exercise the powers of a Dog Control Officer.
- Land Transport Act 1998 – to exercise the powers of a Parking Officer.
- Litter Act 1979 – to exercise the powers of a Litter Control Officer.
- Local Government Act 2002 – to exercise the powers of an Enforcement Officer.

Compliance Services Provided

Patrols were conducted twice daily marked and on occasion due to servicing requirements security vehicle checking all WBOP reserves and car parks monitoring Freedom Camping compliance. A foot patrol was conducted along the main beach checking for dogs in restricted area and vehicles. Driving patrols in the entire area and foot patrols in the CBD were conducted daily monitoring parking.

All monitoring was conducted using an educational and information based approach regarding compliance. Officers supplied information both verbally and leaving WBOP pamphlets, escalating to warnings and/or infringements notices where non-compliance became an issue.

Freedom Camping

- **195 warnings or request for Freedom Campers to move on for illegal camping**
Core Period – 16/12/2017 to 10/02/2018
- | | |
|---------------------------------|----|
| Anzac Bay | 59 |
| Bowentown Domain Formed Carpark | 8 |
| Island View, Tuna Ave | 8 |
| Island View, Seaforth Rd | 18 |
| Brighton Reserve | 29 |
| Waihi Community Centre | 3 |

Pohutakawa Esplanade	11
Other (Plom Rd, Coastguard Carpark, Coronation Park, Seaforth Rd carparks, Albacore Ave, Tuapiro Reserve)	15
Labour Weekend 2017 to 1/03/2018 not including core period	
Anzac Bay	8
Bowentown Domain Formed Carpark	1
Island View, Tuna Ave	1
Island View, Seaforth Rd	10
Brighton Reserve	12
Waihi Community Centre	1
Pohutakawa Esplanade	9
Other (Coronation Park, Seaforth Rd carparks)	2
<ul style="list-style-type: none"> • December 2017 11 x Infringement notices for Freedom camping issued during Core Period 	
Island View Seaforth Rd (not self contained)	3
(out of designated area)	1
Tuna Ave Carpark (out of designated area)	1
Anzac Bay (prohibited during core period)	3
Bowentown Formed Carpark (not self contained)	3
<ul style="list-style-type: none"> <ul style="list-style-type: none"> January 2018 12 x Infringement notices issued 	
Anzac Bay (prohibited during core period)	4
Brighton Reserve (prohibited during core period)	5
Tuna Ave carpark (not self contained)	1
The Esplanade (not self contained)	1
<ul style="list-style-type: none"> <ul style="list-style-type: none"> February 2018 1 x infringement issued 	
Poutuia Park Pukehina (prohibited area)	1
<ul style="list-style-type: none"> <ul style="list-style-type: none"> Total Freedom Camping Infringements issued 	
	23
<ul style="list-style-type: none"> • 46 Service requests to attend to Freedom Campers and non-compliance issues from Labour Weekend 2017 to 1.03.2017 Waihi Beach to Pukehina 	
Anzac Bay	1
Bowentown Area	5
Island View, Seaforth Rd	7
Brighton Reserve	5
Waihi Community Centre	1
Uretara Domain	1
Tuna Ave	2
Pohutakawa Esplanade	1
Tuapiro Reserve	8
Plummers Point	0
Tanners Point	4
Omokoroa Esplanade/Precious Reserve	4
Shelley Beach	1
Waitui Reserve	3

Wairoa Road/Minden bush Reserve	2
McLarens Falls	1
Oropi Road	1
Pukehina	4

Dog Control

- 18 Warnings for dogs on the beach outside permitted hours or areas.
- Notings made by officers on Patrols to increase signage in regard to Dogs at beach access areas.

Parking

- 12 Parking warnings/notices issued
- 6 Parking Infringements notices issued.
- Officers paid special attention to vehicles parked in the CBD on the median strip and to vehicle parked in disability parking spaces around the Esplanade and Waihi Beach surf Lifesaving Club.
- Infringements notices decreased from 2016/17 figures due to the Wilson Park Fair being cancelled and the noticeable response to officers being visible around the CBD over the busier Christmas/new year period.

Other

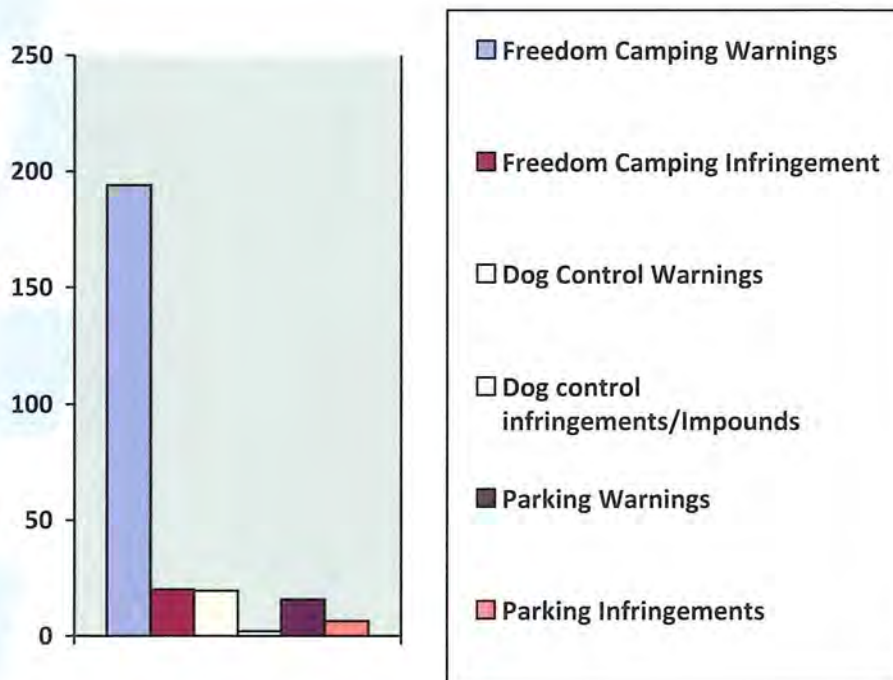
- **Police assistance/notification regarding the following incidents –**
A monitoring officer witnessed a small white station wagon doing burn outs around the Anzac Bay Police event number P03230678
Police were called to assist in the removal of a male living in a tent in behind Brighton Reserve. The tent wasn't easily discovered as it was concealed in the bush area. Local residents advised the male was actively hiding from Patrols when they arrived onsite. Once the area was identified multiple attendances were required to apprehend the male occupant. The male was trespassed but refused to leave the area, at which time Police assistance was required. The male was initially arrested for refusing details but eventually followed Police instructions and removed the tent.

Health and Safety Incidents

Service Issues

- 1 complaints received in regard to Officers issuing Parking Infringements. Incidents investigated by First Security Management at the request of WBOP Enforcements officers. Whilst the complainant was obviously upset with the outcome of receiving an infringement, the officer acted correctly and professionally in the performance of his

- duties. The complainant had to acknowledge that he was parked incorrectly and was redirected to WBOP DC to discuss if required.
- On multiple occasions myself and my officer received a barrage of abuse from a very unpleasant elderly gentleman. The gentleman had made several calls to complain about tents in the Anzac Bay area but felt it wasn't necessary himself to comply with the Bylaws. Threats of court action, attempting to take photos of officers, swearing and making physical contact with our vehicle and coming very close to physical contact with an officer was inappropriate as well as unsafe. Details of both incidents alongwith vehicle details were reported to WBOP DC officers. Future occurrences of the male breaching were noted but no contact was made by First Security officers at the time due to H & S guidelines.



Summary

The WBOP District Council approach to education in all areas of the bylaws has proven beneficial to residents, visitors and Bylaws Officers. The ability to inform, discuss and offer options in regard to the bylaws made enforcement a worthwhile and generally positive experience.

There was a noticeable difference in the number of warnings from the previous season. Campers generally responded well when asked to move to designated areas especially during the change over to the core period. As expected some were not happy with instructions given but the introduction of the infringement notice usually resulted in compliance.

The signage in all areas plays a pivotal role in how Freedom Camping is managed. The only recommended changes that would be to add some indication as to the dates/month for Labour Weekend and Easter. Many overseas visitors didn't understand these directions but were always compliant when explained to them.

Again a few locals asked that signage in relation to restricted areas for dogs was increased possibly to include every beach access.

Patrols for dog restrictions on the beach remained a challenge. During morning patrols officers noted a lot of people turning around and disappearing through the beach access in an obvious attempt to avoid contact with the officer.

Both locals and visitors were aware of the restrictions but chose to plead ignorance or simply didn't care. We became use to seeing peoples back as they ran in the opposite direction or diverted to towards the nearest beach access. People were quick to catch onto the timetable of beach patrols which made it necessary to change the times as much as possible. Random visits to the areas seemed to have a positive approach and the frequency of breaching appeared to decrease.

Although First Security is no longer carrying out Bylaws duties for the WBOP District Council we have enjoyed the experience. The results show that the monitoring program was a success as the number of issues decreased from 2016 until our conclusion in 2018. We would not hesitate to assist in the future if required and will remain a presence in the Waihi Beach and WBOP servicing our other clients in the area.

Western Bay of Plenty District Council

Waihi Beach Community Board


Waihi Beach Animal Services Resource

Purpose and Summary

The purpose of this paper is to provide feedback to the Community Board on their request for the feasibility and costs for the appointment of a locally based dog ranger to undertake dog control monitoring activities during the peak summer period throughout Waihi Beach.

Recommendation

THAT the Compliance and Monitoring Manager's report dated 19 September 2018 and titled Waihi Beach Animal Services Resource be received.



Alison Curtis
Compliance and Monitoring Manager

1. Background

Council prior to the peak holiday season for 2015/16 had a community dog ranger operate at Waihi Beach over the peak holiday season. This activity was a fixed term part time position with an educative function only, and had no enforcement function. No information exists on the effectiveness of the ranger activity in addressing concerning dog owner behaviour.

Since the 2015/16 holiday season animal services beach monitoring has been part of the seasonal compliance contract activity undertaken for Waihi Beach.

The compliance contracts have provided for contracted security staff, warranted as animal services officers to undertake monitoring of the compliance of dog owners use of Waihi Beach. The monitoring undertaken has been specifically in relation to the daytime prohibition for the main beach, that restricts dogs on the beach during the hours 9am to 7pm during the period being the third Wednesday in December through until 7 February (inclusive).

2. Resourcing

2.1 Contracted Service

As outlined in the Waihi Beach Community Board report- "Waihi Beach Monitoring"- Council has a new contract for activities at Waihi Beach, including dog beach patrols, as part of the wider compliance contract that came into effect on 1 March 2018. This contract is a three year contract with a further two year option for renewal.

Concerns have been raised by the community regarding the extent of the monitoring undertaken by the previous contractor/s in relation to dogs on beach activities. Variations have occurred in the delivery of the service by the contractors. These variations have occurred based on:

- Training and knowledge of the contracted staff of their responsibilities
- Interpretation by the contractor of the priorities and work requirements

During the selection of the preferred contractor for the compliance contract, these concerns were addressed specifically:

- Competency of the staff delivering the service
- Resourcing for peak periods
- Knowledge and experience of the contractor of the Dog Control Act, and Council Bylaws
- Customer service ethic and commitment to Western Bay of Plenty District Council customers

Watchdog Security having undertaken Council after hours animal services for a period in excess of 6 years, was selected as the contractor based on their high level of customer service. The contractors staff are fully trained in dog handling, health and safety and legal requirements under the Dog Control Act 1996, including the service of infringement notices.

Service levels for the summer seasonal contract are currently being discussed with the contractor. These include additional dog patrols at Waihi Beach from previous years, and random beach patrols for other areas of the District.

2.2 Local Ranger

The Community Board have requested Officers to report on the feasibility and costs for a locally based ranger.

Officers do not support any proposal for a seasonal ranger for Waihi Beach, primarily because Council has resolved to invest in an "omnibus" approach to seasonal compliance monitoring at Waihi Beach and contract (as noted above) has been entered into to this effect.

To progress additional resource for Waihi Beach Officers would need to prepare a business case and address the following:

- Business needs/requirements
- Options for delivery
- Funding for resource
- Cost for service

Business needs

While the community has identified a desire for a local resource, it is not clear what the expectations of the role are. Full coverage of the restricted hours from 9am-7pm is a 10 hour period, and could not be undertaken by a single employee. Further, the period of employment would be for a minimum continuous 44 day period.

A short term part time contract only would be required for employment of a local ranger.

Options for delivery

The business service currently provided is through a contracted resource, this is the most cost effective option for resourcing based on the following considerations:

- The job is of short contract term duration and longer term employment options are favoured by the market
- Health and safety and training considerations have a high outlay for the term of the role
- Direct reporting through to a 24/7 call centre and back up response is provided by contractor (including weekend and after hours), this support would not be available through Council staff over this period. This presents a significant health and safety risk for any Council employee.
- Shortage of suitably qualified /experienced staff for compliance roles nationally

Funding

There is no budget or pool of funding that this resource could be funded from currently, and an additional funding request would have to be made through Council submission process. It is noted that funding for compliance

monitoring at Waihi Beach is currently allocated through the wider compliance contract.

Cost for service

Direct Costs would include:

- Training (Council corporate training- including H&S, legislative requirements, dog handling, customer service)
- Uniform expense
- Equipment - initial outlay only (phone, lone worker device)
- Salary (employed on hourly basis for 4 hours per day) 44 days on patrol, and additional training days

Indirect costs would include:

- Council staff time for technical and on the job training, and operational support
- Network costs for phone, computer and lone worker device monitoring
- Staff overheads, including ACC, holiday pay, etc
- Travel expense

It is anticipated that costs would be approximately \$10-15,000 for this resource.

4. Conclusion

Officers do not support any proposal for a seasonal ranger for Waihi Beach, as a business case would not support the introduction of any short term staff resource.

The new compliance contract provides for beach patrols for the Waihi Beach community.

Beach volunteers could be an option to support the Waihi Beach community and visitors meeting the requirements of the Dog Control Bylaw beach restrictions. These volunteers would be unpaid members of the public who could provide information on dog restrictions and where to exercise their dogs. Council would be required to support them through training, educational resources and ensure that health and safety considerations were achieved.

5. Consultation and Communication

Interested/Affected Parties	Completed/Planned Consultation/Communication	Notes
General Public	Communication with community on compliance monitoring activities in line with annual seasonal information which includes freedom camping etc	

Council Community Matching Fund 2018/2019 Successful Applications

1. Executive Summary

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

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

2. Background

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

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

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

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

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

Working Party members are;

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

3. Methodology

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

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

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

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

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

Date 19 September 2018

Open Session

Subject Information Report to Waihi Beach Community Board Meeting WB16 October 2018



Glenn Ayo
**Community Relationship
Advisor**

Memorandum

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

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

Speed Limits Bylaw 2012 review

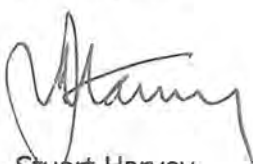
The Land Transport (Speed Limits Validation) Act in 2015 set expectations that in amending speed limits, Council must use the bylaw review process prescribed by the Local Government Act 2002. This means the review process used will be more consistent with the way that Council reviews its other bylaws.

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

Traffic and Parking Bylaw 2008 review

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

Kind regards



Stuart Harvey
Roading Engineer (East/West)



Emily Watton
Policy and Planning Manager

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

Purpose and Summary

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

Minute Action Sheets

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

Recommendation

1. *THAT the Deputy Chief Executive's Report, dated 21 September 2018 and titled Infrastructure Services Report Waihi Beach October 2018 be received.*

Approved



Gary Allis
Deputy Chief Executive

Utilities

1.1 Te Puke Recycling Centre Extended Opening Hour Trial

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

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

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

1.2 Home Worm Composting Workshops

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

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

All bookings are now made through www.eventfinda.co.nz

1.3 Western Supply Zone Water Main Improvements

Upgrade water mains along Beach Road, Waihi Beach and replace water mains attached to Tuapo Stream Bridge and Waitekohe Bridge on SH2. Also replace a short section of cross country water main between Lund Road and Hot Springs Road. Work is planned for construction prior to mid-December.

1.4 Two Mile Creek Update - Upstream Dillon Street Bridge

Regional Council Consent was lodged in June 2017. Two parties did not sign in favour of applying for Resource Consent.

Regional Council requested further information be supplied by WBOPDC including modelling of the effects of the new channel on the 100-year flood and environmental and ecological issues with the new concrete channel. These assessments are now complete and final information has been provided to BOPRC. Feedback received from the BOPRC and draft Consent conditions have been finalised.

Due to the creek being located in a floodable zone, a separate Resource Consent is required from WBOPDC. The Consent has been lodged and Council staff have been working with two property owners regarding submissions. One submission has been resolved, the other one is still in negotiation. The Consent is expected to be granted in late September 2018.

1.5 Christmas & New Year Rubbish Collection

Christmas and New Year fall on a Tuesday this year. There will be no rubbish or recycling collected from the kerbside on Tuesday, 25 December 2018 or Tuesday, 1 January 2019.

Waste Management has advised that the collection for the affected areas will be on the Saturdays prior to Christmas Day and New Year's Day. Collection will be on Saturday, 22 December (for Christmas Day) and Saturday 29 December (for New Year's Day). The areas affected are: Upper Papamoa, Maketu, Paengaroa, and rural Welcome Bay. All other areas in the District's rubbish will be collected on the usual collection day.

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

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

1.7 Western Supply Zone Water Main Improvements

Upgrade water mains along Beach Road, Waihi Beach and replace water mains attached to Tuapo Stream Bridge and Waitekohe Bridge on SH2. Also replace a short section of cross country water main between Lund Road and Hot Springs Road. Work is planned for October to mid December.

2.0 Reserves

2.1 Waihi Beach Cycleways

2.2 Trig Walkway Use Statistics

Total Traffic since installed (1 August 2017): **63,624**

The daily average is 153 (weekdays 136 and weekend days 195)

The busiest days recorded have been:

- Saturday 31 March 2018 with a count of 813
- Sunday 1 April 2018 with a count of 607
- Sunday 31 December 2017 with a count of 571

3 Strategic Property

Nothing to report for this month.

4 Development Engineering & Projects

Nothing to report for this month.

5 Emergency Management

5.1 Community Champions initiative

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

Community champions are also essential for ensuring that community response plans are owned and developed by the community.

5.2 Emergency Response Seminar

Emergency Management Bay of Plenty hosted the Bay of Plenty Civil Defence Emergency Management Response Seminar in Tauranga on 5 September 2018. This free seminar was aimed at officials in the Emergency Management sector in the BOP region and included elected officials of Civil Defence Emergency Management Group Joint Committee, Co-ordinating Executive Group, Councils, Emergency Services, Emergency Management Professionals and partner agencies. The seminar's theme was about understanding the roles of Support Agencies in Emergency Management.

Great presentations were received from the New Zealand Defence Force, Department of Corrections, St John Ambulance, New Zealand Red Cross and Bay of Plenty Regional Council Flood Management. There was great attendance from across the Bay of Plenty emergency management sector, along with colleagues from Waikato Civil Defence and Emergency Management and Emergency Management Auckland. This seminar was a key catalyst to enhancing relationships and raising collective awareness of support agency response capabilities.

5.3 Training

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

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

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

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

5.4 Waihi Beach

Emergency Management Bay of Plenty has met with the Waihi Beach Community Response Team in September to discuss how EMBOP can support the team. Looking into additional signage and connecting the team to the Waihi Community response team (Waikato).

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

Emergency Management Bay of Plenty has been engaging with these Community Response Teams over August and September to continue progressing the review of their Response Plans.

5.6 Athenree Community Update

Emergency Management Bay of Plenty have been supporting the Athenree Community Response Team to finalise their Community Response Plan; it has been approved and finalised, meeting the team in the beginning of October.

6 Roothing

Community Road Budget	\$	Status
Current Account Opening Balance 1 July 2018	\$183,000	
2018/19 Community Roothing allocation	\$141,782	
Potential NZTA Subsidy allowance	\$100,000	
Sub Total	\$424,782	
Priority Projects 3-8 (detailed below)	\$390,000	
Balance	\$ 34,782	

There is sufficient funding to complete priorities 3-8 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.

Priority	Project	Budget	Status
3.	Car Park to Plom Roundabout to Gypsy Park	\$60,000	<ul style="list-style-type: none"> Following the "Have Your Say Day" on 28 April and the mixed views from the community, it was agreed that No. 3 Plom Road to Wakanoi Place be placed on hold due to the concern raised by Pio Shore residents. Further public consultation will be undertaken through Katikati/Waihi Beach Reserve Management Plan process. The Gypsy Park works are complete Works will stop at Plom Road roundabout.
4.	Brighton Road to Reserve	\$130,000	<ul style="list-style-type: none"> The Operations & Monitoring Committee agreed that the main Brighton Road Boardwalk should not proceed through the dunes The link to Hinemoa Road and the pedestrian bridge is subject to notification by BOPRC. Staff have currently put this section of the cycleway on hold and are focusing on completing the other sections of the Waihi Beach network Alignment of the footpath through Brighton Reserve is now being finalised.
5.	Waihi Beach to Athenree Linkage - investigate	\$20,000	<ul style="list-style-type: none"> DOC has provided approval in principle for the crossing. Proceeding to Iwi consultation.
6.	Island View Reserve to the Loop	\$100,000	<ul style="list-style-type: none"> WestLink were selected as the preferred contractor and works began in July 2018. WestLink currently working on site in wet conditions. Site works approximately 50% complete.
7.	Emerton to Waiiti Road (part existing)	\$20,000	<ul style="list-style-type: none"> Heritage NZ and BoPRC approval has been issued. Programming for construction and neighbour notification is underway.
8.	Emerton Road to Café	\$60,000	<ul style="list-style-type: none"> BoPRC consent and Heritage NZ approval has been issued. Detailed design is underway and construction is being aligned with the rehabilitation.
	Waihi to Waihi Beach Cycle Trail		

Community Board Report Minute Action Sheet

WAIHI BEACH COMMUNITY BOARD 16/07/2018

Remit Title **Waihi Beach Road**
 Remit Number WB1418 5.1
 Owner RE1
 Status COMPLETED
 Complete Date 20 September 2018
 Confidential

Resolution The Board was advised that there was still some repair work to be done on a section of Waihi Beach Road scoured out following the heavy rain event on 11 June 2018. A service request had been instigated on 12 June 2018 (CCR 257826) to clear and repair the roadside channels and culverts, and remove rubble.

Board members noted that some of the rock had been pushed back to the side of the road and were being held in place by waratah standards and wire, which would fail in the next heavy rain event, again causing damage to the roadway.

The farm owner had been advised that repositioning of the telephone line would be undertaken by contractors.

It was advised that the concrete guttering on the road immediately above the entrance to the quarry had been damaged when some machinery had been moved from the quarry. Gravel had been pushed out and was now causing water flow across the road. It was also advised that the culvert at the section of the road to the farm entrance needed to be repaired.

The Utilities Manager would follow up to ascertain the status of the required remediation work and this information would be advised to the Board.

Actions **20 September 2018: Waratahs have now been addressed and made safe. Emergency works are being considered by the Transportation Manager as part of larger district wide road improvements and repairs.**

14 August 2018: WestLink have repaired some of the shoulder scour left hand side heading down the hill which presented immediate safety issues. The remainder of the work needed is in WestLink's system, however, WestLink will need to further discuss with the Transport Manager, as its falls under Emergency work.

The outcome and timing, and consideration of funding options, will be decided by Council in due course.

WAIHI BEACH COMMUNITY BOARD 16/07/2018

Remit Title **Athenree Action Group**

Remit Number WB1418 5.10

Owner RE1

Status COMPLETED

Complete Date 20 September 2018

Confidential

Resolution The group held a public meeting on 2 June 2018 that was attended by 30+ people. The main issues brought forward were the Waihi Beach to Athenree connection, the dangerous bend on Steele and Emerton Roads, an all weather connection Walkway/Cycleway in the Dr North Park area.

The Athenree Action Group had a real concern relating to the speed and danger as people drove into the village. An urgent request to have measures in place to slow traffic down before the opening of the Montessori School would be made to the Roading Engineer (East/West).

Actions **20 Sept 2018: The school supplied a road traffic safety assessment as part of the resource consent process which was required prior to opening. The traffic safety assessment explained that the road risks in this area were perfectly acceptable and visibility in the area very good. (Refer 15 18 4.3)**

WAIHI BEACH COMMUNITY BOARD 16/07/2018

Remit Title **Dangerous Corner - Steele and Emerton Road**

Remit Number WB1418 5.2

Owner RE1

Status COMPLETED

Complete Date 20 September 2018

Confidential

Resolution Following a public meeting of the Athenree Action Group the very tight bend on this roadway was highlighted again as being very unsafe for cyclists. It is asked that this bend get some urgent attention to create room for cyclists to feel and be safe and to allow cars to pass cyclists with 1.5 metres clearance and not be forced to cross the centre line. The Athenree Action Group last brought this matter to the Boards attention in April 2017 and the action to improve and move the warning signs had proven to be unsatisfactory.

The Board noted that this item had been raised earlier (March 2017) which had instigated the re-positioning of the warning signage.

Staff had advised that additional chevrons and curve advisory gated signs had been installed at this corner and advance curve advisory signage was in place. A large proportion of the road network had similar areas where there was a tight corner, a standard seal width and both vehicle, cycle and pedestrian users.

Actions

20 Sept 2018: Response previously provided.

10 August 2018: The criteria and time frames for the resurfacing of roads follows a thorough set of defined steps within WBOPDC Activity and Asset Management Plans to achieve specific outcomes for local roads, which are approved by the NZTA. Large scale road widening or construction projects are not carried out without first building sufficient evidence based analysis of all the issues.

WestLink continually assess the surface quality of all roads in the district and prioritise their forward works programme to make the budget go as far as possible. If this project was prioritised, another project would have to be lowered in priority.

To support safer roads going forward, discussions are held regularly with district residents about driving to the conditions of the road. NZ Police are constantly working with drivers to take more accountability for their actions and to lower their speed if driving on roads they are not familiar with.

WAIHI BEACH COMMUNITY BOARD 16/07/2018

Remit Title **Waihi Beach to Athenree Cycleway/Walkway Link**

Remit Number WB1418 5.3

Owner RFM

Status UNDER ACTION

Complete Date

Confidential

Resolution At a recent meeting of the Athenree Action Group, it was asked what was the progress regarding a proposed linkage between Waihi Beach (Island View) and Athenree. This link was important to the people of Athenree and there was concern that there seemed to be no progress relating to this item.

Staff advised that the Minutes of the Waihi Beach Community Board meeting held 25 November 2016 (WB1.10.1) referred to the Waihi Beach to Athenree Linkage investigation as Option 5 on the Board's Priority List.

The Reserves and Facilities Manager advised that there had been initial iwi/hapu engagement and staff were currently awaiting on a response to the proposal. The Department of Conservation had agreed in principle to the Waihi Beach Island View/ Athenree link. It was noted that higher consented priority works on the approved Community Board Priority List had been undertaken or were in the process.

Actions **20 Sept 2018: Staff are following up with relevant iwi/hapu to seen an update from them.**

10 August 2018: Staff are waiting on iwi / hapu to provide their comments.

WAIHI BEACH COMMUNITY BOARD 27/08/2018

Remit Title **Broadlands Block**

Remit Number WB1518 2.11

Owner RFM

Status UNDER ACTION

Complete Date

Confidential

Resolution A meeting and walk around with Reserves Staff, Members of the Waihi Beach Environment Society and the Board to look at how to approach the enhancement of this block of land and follow the approved plan had been held. Reserves and Facilities staff would now contact property owners that shared a boundary with the block and advise future plans for the Broadlands Block.

The Board advised that the public would be kept up to date about the planting project that would take place over a number of years to come. The Board was very positive about moving forward with this project from now and in the long term.

The Board asked that a regular regime of reporting be established to report back on planning, consultation, drainage, construction and plantings and associated timelines and progress along with a breakdown of costings for the Broadlands Block environment enhancement be provided.

Actions **20 Sept 2018: Staff are arranging for the open grassed areas to be mown as a means to doing an initial tidy up of the area.**

Management and associated costings is being prepared and will be provided to the Board and Environmental Society in early October 2018.

WAIHI BEACH COMMUNITY BOARD 27/08/2018

Remit Title **Waihi Beach Road Entrance**

Remit Number WB1518 2.3

Owner RE1

Status UNDER ACTION

Complete Date

Confidential

Resolution For many years the Board had been asking for clean-up work to be done on the northern entry into Waihi Beach. This area appeared to be forgotten by staff and contractors yet it was the most used road entrance into the town.

The Community Board request that the area from the first sight of the sea to the roundabout be promptly tidied up before December 2018 and that this strip of roadside be placed on the regular maintenance contract.

The Board noted that the Roothing Engineer (East/West) had advised that Westlink contractors maintain the area as part of the lump sum contract work. However, they only maintained what currently existed within agreed timeframes, they did not improve the area without instruction or additional payment. Westlink were currently drafting a report to Council which would detail the existing issues and provide some design options for improvement through this area.

The Board was also advised that the Roothing Engineer would inspect the landscape/beautification projects and discuss with Waihi Beach Community Board on how to efficiently and effectively maintain the area.

A suitable meeting time would be discussed in liaison between the Roothing Engineer (East/West) and the Chairperson to address the future beautification, maintenance and regular litter clean-up of this area.

Actions

20 Sept 2018: Site meeting to be arranged with Chairperson.

WAIHI BEACH COMMUNITY BOARD 27/08/2018

Remit Title **Waihi Beach Road - Rubbish Pick Up**

Remit Number WB1518 2.4

Owner UHS

Status COMPLETED

Complete Date

Confidential

Resolution Board members spoke of their frustration that there was constant roadside rubbish from the Waihi Beach Road roundabout to the Quarry. There seemed to be no regular pickup by contractors and mowers had been seen cutting up (mowing over) discarded plastic that then resulted in an immediate spread of smaller plastic bits.

Frustration was voiced that volunteers wanting to undertake roadside litter pickups were now stymied by Health and Safety regulations. The process and procedures for volunteers undertaking roadside litter pickups would be checked.

The Deputy Chief Executive offered to provide the Waihi Beach Environmental Society with 100 prepaid rubbish bags to assist them in their rubbish clean-ups at Waihi Beach.

The Board was very clear that they wanted the approaches into town cleaned up and regularly maintained.

Actions **19 Sept 2018: Westlink has this part of the road under a maintenance schedule for litter collection. A request for an increase in the frequency for litter collection can be made through the annual plan process.**

With regards to health and safety we cannot prevent volunteers from picking up roadside litter but have previously expressed our concerns, particularly about collecting on the stretch of Waihi Beach road up to the quarry. This road has a 100km speed limit with no footpath and groups of people collecting rubbish on the berm are risking being hit by vehicles as well as causing a distraction to drivers travelling at high speed.

Rubbish bags have been forwarded to the group which can be used for picking up litter on the beach and around town.

WAIHI BEACH COMMUNITY BOARD 27/08/2018

Remit Title	The Crescent, Farm Road Intersection
Remit Number	WB1518 2.5
Owner	RE1
Status	COMPLETED
Complete Date	20 September 2018
Confidential	
Resolution	<p>The issue of this intersection had been the subject of concern for a long time now and the Board would like a report on the action to be taken by the Transport Team.</p> <p>The Board was advised that the Roothing Engineer (East/West) had previously discussed the Give Way Sign and Safe-Hit posts at this intersection with the Community Board. A Give Way sign could not be installed at the requested position as this would cause confusion to drivers by attempting to change the priority of traffic flow. Safe Hit posts would not be installed as they would narrow the lane width too much which could eventuate in The Crescent to become blocked by parked cars. However, to clarify the driving lanes, the Roothing Engineer had recommended to the Waihi Beach Community Board that white lines be installed throughout the intersection area.</p> <p>The Board requested that the proposed white line paint have a rough/rumble strip texture to assist in the delineating the correct driving lines.</p>
Actions	<p>20 Sept 2018: This intersection will be clearly delineated and have RRPMs through the centre line. Works to commence within 4-6 weeks.</p>

WAIHI BEACH COMMUNITY BOARD 27/08/2018

Remit Title **Traffic Statistics**

Remit Number WB1518 2.6

Owner RE1

Status UNDER ACTION

Complete Date

Confidential

Resolution The Board would like a report on the outcome of the traffic movement statistics that had been recorded and request advice on what trends they showed. They also asked if any future plans would be actioned as a result of the traffic count/statistical information.

The Board was advised that the Roding Engineer (East/West) would provide a report on the traffic statistics to the next Community Board meeting.

Actions **20 Sept 2018: The Waihi Beach Community Board was provided with a traffic / pedestrian volume survey last month to determine if pedestrian islands were appropriate at Emerton Road / Seaforth Road roundabout and Seaforth Road. Awaiting the Board's decision on whether to proceed with works.**

WAIHI BEACH COMMUNITY BOARD 27/08/2018

Remit Title	Annual Parking and Bylaw Review
Remit Number	WB1518 2.7
Owner	RE1
Status	COMPLETED
Complete Date	20 September 2018
Confidential	
Resolution	The Board was advised that a report on the Annual Parking and Bylaw Review would be included in the next meeting agenda for the Board's consideration.

Actions	20 Sept 2018: Refer to separate report in the Agenda.
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WAIHI BEACH COMMUNITY BOARD 27/08/2018

Remit Title	Speed Limit Review
Remit Number	WB1518 2.8
Owner	RE1
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	The Board was advised that a report on the Speed Limit Review would be included in the next meeting agenda for the Board's consideration.

Actions	<p>20 Sept 2018: Over the past 12 month, Council has received numerous requests for speed limit changes. These are all documented.</p> <p>The Roothing Engineer has produced a report for the Policy Committee to request the speed limit by-law be reviewed.</p> <p>The Policy Committee will review the report on 18 October 2018 and provide direction.</p>
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WAIHI BEACH COMMUNITY BOARD 27/08/2018

Remit Title **Community Roothing Budget**

Remit Number WB1518 4.2

Owner GM1

Status COMPLETE

Complete Date 25 September 2018

Confidential

Resolution The Board was advised that an updated list of roading priorities would be included in the next Infrastructure Service Report, with the 2017/18 completed works taken off the list and any programmed works for the 2018/19 financial year included in priority order.

The Deputy Chief Executive Officer advised the Board that there would be some rehabilitation work undertaken on Emerton Road which would include a survey for the whole section of the roadway, and the incorporation of a footpath and pedestrian refuge crossing by the café and motor home facility. The work would be undertaken in the 2018/19 financial year but not before Christmas.

The Board stressed that they required all Waihi Beach area projects in the future to be reported on a regular basis showing specific cost allocations and expenditure and projected timelines for every project as they were undertaken.

Actions **25 Sept 2018: The project list has been updated with completed projects / budgets removed. It will be updated with actual costs and subsidy once the project is completed.**

WAIHI BEACH COMMUNITY BOARD 27/08/2018

Remit Title	Athenree Action Group - Minute Action Sheet Reference WB14 15 5.10
Remit Number	WB1518 4.3
Owner	RE1
Status	COMPLETED
Complete Date	20 September 2018
Confidential	
Resolution	<p>The Chairperson again spoke of his concern in regard to the road speed and traffic management measures that needed to be considered in the immediate vicinity of the new Montessori School entrance and exit ways on Athenree Road.</p> <p>A site meeting with the Roading Engineer (East/West) and Board members would be organised for the near future.</p>
Actions	<p>20 Sept 2018: The school supplied a road traffic safety assessment as part of the resource consent process which was required prior to opening. The traffic safety assessment explained that the road risks in this area were perfectly acceptable and visibility in the area very good. (Refer WB14 15 5 10)</p>

WAIHI BEACH COMMUNITY BOARD 27/08/2018

Remit Title	Catch Pit/Stormwater at the Northern End of The Esplanade Parking Area at Waihi Beach
Remit Number	WB1518 4.5
Owner	RE1
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	<p>The Board was advised that the catch pit at the northern end of The Esplanade parking area at Waihi Beach across the little bridge was constantly blocking. It was noted that this may be the result of the pipe being too small, or that there was something obstructing the stormwater flow.</p> <p>A Service Request for this item would be initiated and referred to the Deputy Chief Executive Officer and Roading Engineer (East/West) to investigate.</p>
Actions	25 Sept 2018: Investigation is underway.

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

Purpose and Summary

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

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

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

Contingency expenses are over budget for the year.

Grant payments made to date:

	\$
2018/19 grants to date	\$0

Commitments – Operational expenditure

	\$
Volunteers' Afternoon Tea	1,000
Total outstanding operational commitments	\$1,000

2018/19 reserve analysis:

2018/19 Opening balance	\$278,331
Waihi Beach Community Centre – Loan Repayments [WB15.4]	\$0
2018/19 Closing balance	\$278,331

Date
Subject

18 September 2018
Financial Report Waihi Beach – August 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)
2018/19 Closing balance after committed expenditure	\$228,331

Recommendation

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


Christie Tromans
Management Accountant

Approved


Ian Butler
Finance Manager

Minute Action Sheet	Position Code
For Action	MA1
For Info	FM

**Western Bay of Plenty District Council
Income and Expenditure Statement
For the period ended 31 August 2018**

Waihi Beach Community Board

	Year to Date				Full Year	Last Year
	Actual \$	Budget \$	Variance (Unfav)/Fav \$		Budget \$	Actual \$
Direct Costs						
Conference Expenses	0	334	334	<input checked="" type="checkbox"/>	2,000	0
Contingency - [see breakdown below]	3,000	334	(2,666)	<input checked="" type="checkbox"/>	2,000	180
Grants	0	834	834	<input checked="" type="checkbox"/>	5,000	1,500
Mileage Allowance	159	834	675	<input checked="" type="checkbox"/>	5,000	3,430
Miscellaneous Expenses	0	500	500	<input checked="" type="checkbox"/>	3,000	0
Salaries	3,494	3,982	488	<input checked="" type="checkbox"/>	26,198	23,346
Inter Department Charges	0	5,984	5,984	<input checked="" type="checkbox"/>	35,903	35,904
Operating Costs	6,653	12,802	6,149	<input checked="" type="checkbox"/>	79,101	64,361
Total Operating Costs	6,653	12,802	6,149	<input checked="" type="checkbox"/>	79,101	64,361
Interest Expense	0	0	0	<input checked="" type="checkbox"/>	0	(16,573)
Total Direct Costs	6,653	12,802	6,149	<input checked="" type="checkbox"/>	79,101	47,787
Total Costs	6,653	12,802	6,149	<input checked="" type="checkbox"/>	79,101	47,787
Income						
Rate Income	13,320	13,184	136	<input checked="" type="checkbox"/>	79,101	82,687
Total Direct Income	13,320	13,184	136	<input checked="" type="checkbox"/>	79,101	82,687
Net Cost of Service	6,668	382	6,286	<input checked="" type="checkbox"/>	0	34,900
Contingency - breakdown						
Katikati and Waihi Beach Business and Community Awards	3,000					
Year to date contingency costs	3,000					
Community Board Reserves						
Opening Balance - Surplus (Deficit)	278,331					
(Decrease) Increase in year	0					
Closing Balance - Surplus (Deficit)	278,331					

Western Bay of Plenty District Council**Waihi Beach Community Board****Draft 2019/2020 Annual Operating Budget
– October 2018**

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

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

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

Recommendation

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

Operating Costs	2020	
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.***

Aileen Alty
Democracy Advisor

1. Background

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

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

The salary component of all Community Boards has been determined by the Remuneration Authority and the Board has no control over this figure. Under the new process used by the Remuneration Authority the increment will be assessed annually. The Waihi Beach Community Board set their 2018/19 Budget in October 2017 (Reference WB817) as outlined below. The actual totals for 2018 are shown below along with the 2018/19 Budget.

	2017/18 Actual	2018/19 Budget
Waihi Beach		
CBD Road Closure	-	1,000
Conference Training	0	2,000
Extra Rubbish Collect	-	2,000
Contingency	180	2,000
Grants	1,500	5,000
Mileage allowance	3,430	5,000
Salaries	<i>Determined by Remuneration Authority</i>	
Inter Departmental Charges	<i>Determined by Overhead Costs Allocated</i>	

2. Statutory Compliance

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

Funding/Budget Implications

Budget Funding Information	Relevant Detail
Council	The 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.

3. Consultation and Communication

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

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

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

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