



MEETING — AGENDA —

Ngā Take

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Western Bay of Plenty
District Council

WAIHI BEACH COMMUNITY BOARD

Poari Hapori

WB19

Monday, 25 March 2019

Waihi Beach Community Centre

6.30pm



Notice of Meeting No WB19 Te Karere

Waihi Beach Community Board Poari Hapori

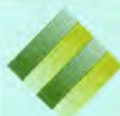
Monday, 25 March 2019
Waihi Beach Community Centre
6.30pm

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-Whareki 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. WB19

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.

WB19.1 **Minutes of meeting no. WB18 of the Waihi Beach Community Board held on 11 February 2019** 6-15

Recommendation

THAT the minutes of meeting no. WB18 of the Waihi Beach Community Board held on 11 February 2019 as circulated with the agenda be confirmed as a true and accurate record.

WB19.2 **Decision Report from Recommendation to the Long Term and Annual Plan Committee – Waihi Beach Community Board – Draft 2019/2020 Annual Operating Budget** 16-17

Attached is a report from the Democracy Advisor dated 12 March 2019.

WB19.3	<p>Update to Community Boards on Upcoming Consultation</p> <p>Attached is a memorandum from the Policy and Planning Manager dated 13 March 2019.</p>	18-19
WB19.4	<p>Chairperson’s Report</p> <p>Attached is a report from the Chairperson dated 4 March 2019.</p>	20-23
WB19.5	<p>Councillor’s Report</p> <p>Attached is a report from Councillor Williams dated 12 March 2019.</p>	24
WB19.6	<p>Community Board Grant Application – March 2019</p> <p>Attached is a report from the Democracy Advisor dated 12 March 2019</p>	25-26
WB19.7	<p>Infrastructure Services Report Waihi Beach – March 2019</p> <p>Attached is a report from the Deputy Chief Executive dated 12 March 2019.</p>	27-46
WB19.8	<p>Financial Report Waihi Beach – February 2019</p> <p>Attached is a report from the Management Accountant dated 11 March 2019.</p>	47-49
WB19.9	<p>Council, Standing Committee and Community Board Meetings</p> <p>Attached is a schedule of meetings for the months of April and May 2019</p> <p>Recommendation</p> <p><i>THAT the schedule of meetings for April and May 2019 be received.</i></p>	50
WB19.10	<p>Notice of Resignation</p> <p>Attached is a report from the Democracy Advisor dated 11 March 2019.</p>	51-54

Western Bay of Plenty District Council

**Minutes of Meeting No. WB18 of the
Waihi Beach Community Board held on 11 February 2019
at the Waihi Beach Community Centre
commencing at 6.30pm**

Present

M Roberts (Deputy Chairperson), B Hepenstall, and Councillor M Williams

In Attendance

M Taris (Chief Executive Officer), K Elder (Governance Manager), A Hall (Roading Engineer West) and A Alty (Democracy Advisor)

Others

27 members of the public

Apologies

An apology for absence was received from Member Parsons. It was noted that Board Chairperson Sole and Councillor Marshall were on leave of absence.

Resolved: Councillor Williams / Member Hepenstall

THAT the apology for absence from member Parsons be accepted.

Public Forum

Resolved: Member Hepenstall / Councillor Williams

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

Future Community Collaboration at Waihi Beach

Don Fraser advised the Board that he was the president of a Focus Club that met on the first Thursday of the every month. The membership was increasing and there were 150 members on the data base of the group.

Don Fraser spoke to the Board about a proposal to set up a Waihi Residents and Ratepayers Association – totally independent and not part of the Katikati Waihi Beach Residents and Ratepayers Association (formally the Wester Ward Residents and Ratepayers Association). The aim of the new group was to work with everyone in the community in a collaborative and positive fashion, and provide correct information to members and the community alike. The group would also encourage positive liaison with Council staff, Councillors and Community Board members.

Proposal to Develop a Waihi Beach Mens Shed Facility

Brian Baynes advised that a committee would be formed to establish a Mens Shed facility at Waihi Beach. The concept of an operating Mens Shed would bring:

- A community space for people to share their skills and ideas and enjoy the company of others and build relationships with other community groups.
- Be a facility within the community fostering health and wellbeing, practical skills and the development of new friendships.
- Tools and machinery for a Mens Shed had been offered.
- Prices for the establishment of a 80 sqm removable shed ranged from \$50,000 to \$90,000.
- There was a signalled preference that a Mens Shed be located in the central community (behind the existing Waihi Beach Community Centre).

The facilitators of the proposal for a Mens Shed at Waihi Beach sought the support of the Waihi Beach Community Board in the first instance.

Brian Baynes and Don Fraser were advised that they should formalise a committee of interested people to put forward a future plan for the establishment of a Mens Shed at Waihi Beach.

Board members thanked the speakers for their presentation and advised that at this point in time the future plans for a medical centre and the future skatepath development in the immediate vicinity of the Waihi Beach Community Centre were not known. Early plans and options for a Mens Shed should be referred to the Reserves and Facilities Manager at the Western Bay of Plenty District Council Office for guidance and advice.

Update on Kiwi Camp Proposal

Ian Smith, the owner of the Waihi Beach Top Ten Motor Camp advised the meeting he asked for an update on the proposed Kiwi Camp facility to be located in the Waihi Beach Community Centre car park. Mr Smith noted that the community as a whole were not in favour of the Kiwi Camp and the chosen location of the facility.

The Chief Executive Officer advised that the Kiwi Camp company were currently proceeding with construction of the facility but she was not advised of a definite deliver date. Council contractors had completed the required infrastructure work for the facility. It was clarified that the Kiwi Camp facility was to be placed in the car park of the Waihi Beach Community Centre and this was Council land and was not managed by the Waihi Beach Community Centre in any way.

Members of the public noted that MBIE (Ministry of Business, Environment and Innovation) had stipulated that the facility had to be implemented by 1 December 2018 otherwise Council would lose the \$200,000 grant for the project. Questions were asked as to whether the whole proposal could now be reconsidered and the community given the opportunity to be consulted about the Kiwi Camp facility.

There was great concern within the community about the specific placement of the proposed kiwi camp facility noting that:

- It was very close to the community centre that was used regularly by community members
- It was close to where children gathered and played at the skate park and playground area
- The local school had written to Council indicating that they did not support the Kiwi Camp facility being placed in the area
- People who used the public areas when camping generally slept in vans that were not self contained
- Many of the 'sleeper vans' showed self contained stickers that were purchased on the internet with no compliance checks required
- The campers were not being monitored by inspectors
- If more people were to come and use the Kiwi Camp facility there would have to be more consistent/regular monitoring
- There were anecdotal reports that campers had been observed having parties, being loud late into the night
- Drinking alcohol in a public area attracted others to join in
- Drunk men had been observed in the area in the morning
- Local Community Patrol members had observed the behaviours on a regular basis
- The community is extremely concerned regarding the whole concept of the kiwi camp facility in the proposed location.

Councillor Williams suggested that the item be discussed at the Board's next workshop to be held on 1 March 2019 and if agreed, a recommendation requesting Council to reconsider the proposal be included in the Chairpersons Report for the next Community Board meeting to be held on 25 March 2019.

Pest Eradication

Helen Mieklejohn advised that over recent months 864 mainly rats and possums had been trapped. Trapping had been carried out in residential and commercial areas.

Intersection Visibility

Mike Hickey advised that the sight line for cars turning at the intersection of Fyfe Road and Ocean Beach Road was hindered by cars parking too close to the intersection.

The Roading Engineer advised that he would check the area.

Compliance Monitoring Costs and Duties

As a ratepayer Mike Hickey asked for the cost of the compliance monitoring undertaken at Waihi Beach during the 2018/2019 summer period. He noted that the information had been made public for the 2016/2017 but not the 2017/2018 period. In his opinion problems with uncontrolled dogs on the beach continued and he felt that enforcement was not effective because Dog Control staff were based out of town.

Community Board Grant Application

Terelle Carroll spoke to the meeting outlining the basis for the Community Board Grant Application from the Arty/Bra Wearable Art function, which was planned to be held later in the year as a fund raiser for the CanTeen organisation. The funding would assist teenagers who wanted to come to the Annual CanTeen surf event held at Waihi Beach.

She advised that the Wearable Art function had been held at Waihi Beach over the last twelve years and had raised funds for specific local charities over that time.

The Deputy Chairperson thanked Ms Carroll for her address and advised that the application would be considered later in the meeting.

Smelly Rubbish

Jim Cowern advised that he had put in two Service Requests about a dead/smelly item in the vicinity of the Trig car park.

A follow-up on the actions relating to the service requests would be undertaken and advised to the Community Board.

Smelly Sewerage Drains

Jim Cowern advised that the sewerage drains in the vicinity of Dillon Street were very smelly and needed some water flowing through them.

The Chief Executive Officer advised that in the extreme hot/dry weather that was being experienced over the past weeks this was a common problem.

Design of future walking track

Jim Cowern noted that the sign by the Reservoir Dam showing the future walking track indicated that a number of steps would be built. He felt that it was better just to have a developed track rather than any built structures on the track.

Replacement Fence at Dangerous Corner at Pio Shores

The Board was advised that the replacement fence put up after the original fence was demolished by a vehicle was a wire and post fence. The corner was dangerous and sharp and the roadway was used by pedestrians and needed a more substantial structure.

A service request would be initiated for this item, for referral to the Roading Engineer (West).

Maranui Pond Clearing

A resident advised that contractors who had recently been clearing/cleaning out the Maranui Pond had done a 'poor' job. Silt came down from the gully above the pond and blocked the pond which needed regular and efficient clearing.

A service request would be initiated for this item, for referral to the Utilities Manager.

Sand Pillows at the Waihi Beach Surf Club Bridge

The Board was advised that the sand pillows by the Waihi Beach Surf Club bridge had not moved in the recent extreme high tides.

Resolved: Members Roberts / Hepenstall

THAT the meeting be re-convened in formal session at 7.18 pm

WB18.1 **Minutes of meeting no. WB17 of the Waihi Beach Community Board held on 19 November 2018.**

The Board considered the minutes of meeting no. WB17 of the Waihi Beach Community Board Meeting held on 19 November 2019 as circulated with the agenda.

Resolved: Members Roberts / Hepenstall

THAT the minutes of meeting no. WB17 of the Waihi Beach Community Board held on 19 November 2018 as circulated with the agenda be confirmed as a true and accurate record.

WB18.2 **Chairperson's Report**

The Board considered a report from the Chairperson dated 21 January 2019.

WB18.2.1 **Traffic and Parking Enforcement Bylaw Review**

Resolved: Member Hepenstall / Councillor Williams

THAT the Waihi Beach Community Board request that the itemised listing below be referred for consideration at the forthcoming Traffic and Parking Enforcement Bylaw Review:

Traffic and Parking Enforcement Bylaw Review

- (1) Wilson Road opposite The Crescent (seaward side).
Extend the No Stopping Lines 50 meters north.
- (2) Wilson Road from The Crescent (western side).
Extend the No Stopping lines 50 meters north.
- (3) Residents parking only signs at the roundabout and directions for people wishing to go on the Trig Walk to go to the Reservoir parking area. Ocean View Road top end cul-de-sac from 58a to 61a from roundabout.
- (4) Wilson Lane (Unnamed laneway) to 25 Wilson Road.
Line down the middle to keep people to the side of the road.
Install No Stopping lines by the buildings so the roadway is kept clear.
- (5) No skateboard/Scooters/cycling signage for the central Business District.

WB18.2.2 **Parking Signs - Dillon Street**

The Roading Engineer (West) advised that the signs had been ordered and were expected to be installed in the near future.

WB18.2.3 Wilson Road / Lane Footpath Remodelling

It was expected that the work for the footpath remodelling would commence after Waitangi Day. The Roding Engineer (West) Meeting with contractor on 12 Feb to discuss minor design issues.

WB18.2.4 Pedestrian Refuge sites on Seaforth Road

The Roding Engineer (West) advised that he would meet with the dairy owner in the immediate vicinity of one of the proposed pedestrian refuges on Seaforth Road to discuss carpark options. It was estimated that the physical work to install the two pedestrian refuge sites on Seaforth Road would start in the near future.

The Roding Engineer (West) would advise Board members of the final pedestrian refuge designs.

WB18.2.5 Cycleway/Walkway on Emerton Road

The Board was advised that the Bay of Plenty Regional Council consent and Heritage New Zealand approval had been issued for the cycleway/walkway on Emerton Road. The detailed design was underway with construction being aligned to road rehabilitation.

The Board asked that they be advised when the rehabilitation of the Emerton Road would be undertaken.

WB18.2.6 Community Organisation Reports

The Board received reports from the following community organisations:

- Waihi Beach Community Patrol
- Athenree Action Group
- Waihi Beach Events and Promotions
- Athenree Historic Homestead

WB18.2.7 Recycling and Waste Management

The Board was advised that Western Bay of Plenty district communities views would be sought on the preferred options on waste minimization and management as part of a formal consultation process to be held during March/April 2019 in tandem with the Annual Plan 2019/2020 consultation.

Resolved: Members Hepenstall / Roberts

THAT the Waihi Beach Community Board Chairperson's Report dated 21 January 2019 be received.

WB18.3 Councillor's Report

The Board considered a report from Councillor Marshall dated 29 January 2019 as circulated with the agenda.

Resolved: Councillor Williams / Member Hepenstall

THAT the report from Councillor Marshall dated 29 January 2019 be received.

WB18.4 Community Board Grant Applications - February 2019

The Board considered a report from the Democracy Advisor dated 16 January 2019 as circulated with the agenda.

Two applications were presented for consideration:

WB18.4.1 Terelle Carroll

Terelle Carroll – Application for funding of \$2,000 to assist with the associated costs for organising the Arty/Bra Wearable Art Show to be held on 31 August 2019 as a fund raiser for CanTeen teenagers who participate in the Waihi Beach CanSurf Programme.

Board members raised a number of questions relating to the application and these would be conveyed to the applicant by the Deputy Chairperson. It was agreed that in light of the absence of three Community Board Members at this meeting, and in order to receive a response to the questions raised, the application would be re-considered at the next Board meeting.

Resolved: Members Roberts / Hepenstall

THAT the Community Board Grant Application from Terelle Carroll lie on the table pending a response to specific questions about the application, for re-consideration at the next Community Board meeting to be held on 25 March 2019.

WB18.4.2 ECHO Walking Festival

ECHO Walking Festival – Application for \$500.00 to assist with costs related to the promotion of the ECHO Walking Festival Event to be held during April 2019.

Resolved: Members Roberts / Hepenstall

THAT the Waihi Beach Community Board approve the following grant to be funded from the Waihi Beach Community Grants 2018/2019 account subject to all accountabilities being met.

ECHO Walking Festival 2018/2019 *\$500.00*

Resolved: Councillor Williams / Member Roberts

THAT the report from Democracy Advisor dated 16 January 2019 be received.

WB18.5

Anzac Day Commemoration 2019

The Board considered a report from the Democracy Advisor dated 16 January 2019 as circulated with the agenda.

Resolved: Member Roberts / Councillor Williams

1. *THAT the report from Democracy Advisor dated 16 January 2019 be received.*
2. *THAT the Waihi Beach Community Board provide a wreath for the ANZAC Day Service to be paid from the Waihi Beach Community Board Contingency Account (up to the value of \$200.00)*
3. *THAT Waihi Beach Community Board Members represent the Waihi Beach Community at the ANZAC Day Service at Waihi Beach on 25 April 2019.*

WB18.6

Infrastructure Services Report Waihi Beach - February 2019

The Board considered a report from the Deputy Chief Executive dated 25 January 2019 as circulated with the agenda.

WB18.6.1

Two Mile Creek Update - Upstream Dillion Street Bridge

The Board was advised that an update of the current status of the Two Mile Creek discussion would be provided at the next Operations and Monitoring Committee.

WB18.6.2

Wilson Road Footpath Bridge - Minute Action Reference WB17 18.2.1

The Roding Engineer (West) advised that options for the design and installation of a pedestrian bridge on Wilson Road were being clarified and would be further discussed with the Board at their next workshop to be held on 1 March 2019.

Board members reiterated that the bridge should be included as part of the Waihi Beach Walking/Cycling Strategy and funded from the Community Rooding Account.

WB18.6.3 Waihi Beach Road Entrance - Minute Action Reference WB15 18 2.3

- The Rooding Engineer (West) advised that he had met with the Vegetation Manager who recommended leaving the vegetation at Wilson Road intersection as is and continue to eradicate the pest plants.
- The gorse at the 'first sight of the sea' sightline would be hand cut and mulched and sprayed. The Rooding Engineer advised that he had spoken to the Board Chairperson regarding the future maintenance and regular litter clean-up of the area.
- Board members asked that this item be further discussed at their next workshop meeting to be held on 1 March 2019.

WB18.6.4 CCTV - Minute Action Reference WB16.18 3.8

- Board members expressed their frustration in the time it had taken to progress a request for the installation of a CCTV system. There were cameras in other Western Bay districts that were efficiently monitored and managed and this was requested for Waihi Beach.
- The Rooding Engineer (West) explained that a CCTV system could not be installed onto a standard lighting column and it was expensive to provide a specific power source for CCTV in the first instance. While there were solar powered systems available, these were expensive units and prone to vandalism and it was not just a matter of strapping a camera on a pole.
- The Chief Executive Officer advised that the installation, monitoring and maintenance of CCTV was not a Council activity and the Policy Committee would be undertaking a review of CCTV in the Western Bay later in the year. The review would involve a recap of cameras currently in the Western Bay District, including the overall costs associated with placement, monitoring, management and maintenance

WB18.6.5 Broadlands Block Planting Plan

The Board was advised that staff were using the wetland planting plan that had been prepared in conjunction with the 2009 Broadlands Block Development Plan.

Board Members asked that shared/hard surface pathways linking with the Waihi Beach Walking and Cycling trails be developed across the Broadland Block. This item would be referred to the 2019-2020 Annual Plan.

Resolved: Members Hepenstall / Roberts

THAT the Deputy Chief Executive's report dated 25 January 2019 and titled Infrastructure Services Report Waihi Beach - February 2019 be received.

WB18.7

Financial Report Waihi Beach - December 2018

The Board considered a report from the Management Accountant dated 18 January 2019 as circulated with the agenda.

Board members noted that they would discuss future commitments/project that may be funded from the Community Board reserves account at their next workshop

Resolved: Councillor Williams / Member Roberts

THAT the Management Accountant's report dated 18 January 2019 and titled Financial Report Waihi Beach – December 2018 be received.

WB18.8

Council, Standing Committee and Community Board Meetings

The Board considered a schedule of meetings for the month of March 2019 as circulated with the agenda.

Resolved: Member Roberts / Councillor Williams

THAT the schedule of meetings for February and March 2019 be received

The meeting concluded at 8.04 pm

Confirmed as a true and correct record.

M Roberts
Deputy Chairperson
Waihi Beach Community Board

Date

WB18

Western Bay of Plenty District Council**Waihi Beach Community Board****Decision Report from Recommendation to the Long
Term and Annual Plan Committee Draft 2019 - 2020
Annual Operating Budget****Executive Summary**

The following is a decision adopted by the Long Term and Annual Plan Committee based on the recommendation from the Waihi Beach Community Board.

The report is provided for information purposes only.

**Remit from the Long Term and Annual Plan Committee
– 12 March 2019****LTAP7.1 Recommendation Report from the Waihi Beach Community Board
- Draft 2019/2020 Annual Operating Budget**

The Long Term and Annual Plan Committee considered a report from the Democracy Advisor dated 17 October 2018 as circulated with the agenda.

1.02pm Councillor Murray-Benge entered the meeting.

Resolved: Lally / Marshall

1. *THAT the Long Term and Annual Plan Committee adopt the Waihi Beach Community Board Operating Budget for 2019/20 subject to consideration through decisions from the Annual Plan 2019/20.*

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	

Date
Subject

13 March 2019

Decision Report from Recommendation to the Long Term and Annual Plan Committee
Draft 2019 - 2020 Annual Operating Budget WB19 March 2019

Open Session

<i>Operating Costs</i>	<i>2020</i>
<i>Salaries</i>	<i>Determined by Remuneration Authority</i>
<i>Inter Department Charges</i>	<i>Determined by Overhead Cost Allocation</i>
<i>TOTAL OPERATING COST</i>	

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

Recommendation

THAT the report of the Democracy Advisor dated 13 March 2019 titled Decision Report from Recommendation to the Long Term and Annual Plan Committee Draft 2019 - 2020 Annual Operating Budget be received.

Aileen Alty
Democracy Advisor

Memorandum

To:	Community Board Chairs and Members
Copy:	Elected Members, Management Team, Aileen Alty
From:	Emily Watton
Date:	13/03/2019
Subject	Update to Community Boards on upcoming consultation

Council has adopted a range of planning, bylaw and policy projects that will be released for consultation from 18 March to 18 April 2019. These are summarised below.

Project	What it's about
Proposal to introduce kerbside rubbish and recycling services	Council has been investigating its approach to rubbish and recycling over the last couple of years. The proposal will introduce the Council-contracted delivery of kerbside rubbish and recycling services to approximately 80 percent of the District, commencing in 2021.
Annual Plan 2019/20	Key topics for the Annual Plan include Council's approach to debt management, and changes to a number of targeted rates. A proposed policy enables optional early payment for capital costs of specific infrastructure projects.
Schedule of Fees and Charges	The proposed fees and charges for Council services in 2019/20 will be open for feedback.
Traffic and Parking Enforcement Bylaw review	A review of the parking restrictions, primarily in our main town centres
Trading in Public Places Bylaw review	A review of the rules and conditions that apply to mobile traders (such as coffee carts, roadside fruit and vegetable sellers, ice cream trucks etc.)
General Bylaw review	A review of the rules and requirements in relation to Animals (excluding dogs), Council's cemeteries, Nuisances, and Public Places.
Freedom Camping Bylaw	Proposals relating to changes to freedom camping restrictions at specific sites around the District.
Gambling policies	Council's Class 4 venues and TAB venues policies will be open for consultation. The policies propose a more restrictive approach than the operative policy.

Council has produced a Consultation Document, which provides the basis for conversation with our communities. This covers the kerbside waste proposal and the Annual Plan matters. See haveyoursay.westernbay.govt.nz for more information, including the consultation document. This site also has further information about the other projects that are out for consultation.

Submissions can be made online (through the above link), posted to Council or at the libraries and service centres across the District. Interested people can also request documentation to be posted to them.

During the consultation period, there will be seven place-based 'have your say' events run in the district. The following dates, times and venues are now confirmed:

- Omokoroa Settlers Hall – Sat 23 March – 9am-12pm
- Oropi Hall – Wed 27 March – 6.30pm-8pm
- Waihi Beach RSA – Sat 30 March – 9am-12pm
- Te Puna Quarry Park Gallery – Wed 3 April – 4pm-7pm
- Te Puke Memorial Hall – Sat 6 April – 9am-12pm
- Maketu Community Centre – Wed 10 April – 4pm-7pm
- Katikati Community Hub - Patuki Manawa – Sat 13 April – 9am-12pm

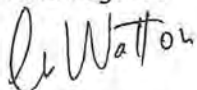
These events will act as both a drop in day (information sharing) and an opportunity to 'have your say' for the community. They replace formal hearings. Ward Councillors and Community Board members are encouraged to attend the events in their area, and may attend any other events as they wish.

Events will include a registration area and stations for the respective topics. Further information will be displayed and staff will be present to take notes on any discussion between the community and Councillors/Community Board Chairs about the proposals. This verbal feedback will also be considered through Council's decision making process about the proposals.

Community Boards may make a written submission during the consultation period, covering one or more of the projects being consulted on. **If Community Boards wish to make a verbal presentation, they are invited to do this at the event in Council Chambers on 15 or 16 April. Community Board Chairs can request a 15 minute timeslot by emailing haveyoursay@westernbay.govt.nz by 5 April 2019.**

There will also be a range of online and print media to promote the consultation period and upcoming events.

Kind regards



Emily Watton

Policy and Planning Manager

Western Bay of Plenty District Council

Waihi Beach Community Board

Chairperson's Report – March 2019

1. Operational Matters – Significant Service Requests/Other

1.1 Fergus Road – Request to Seal Road

The Board requests a report on the maintenance and possible sealing of the hill on Fergus Road. The number of people residing on this road have increased and the metal surface is not proving to be able to meet normal requirements without more regular servicing.

The Board also request a report on improving lines of sight for the intersection of Fergus Road and Waihi Beach Road.

Staff Comment:

Fergus Road is not on the currently approved seal extension list and accordingly there is not a current design or estimate for the work. The Board would need to recommend funding from the Community Roading Account and this would need to be confirmed by Council as it would be a variation to the seal extension policy and may set a precedent.

Fergus Road is maintained under the lump sum component of the Westlink Contract. There have been 7 service requests for Fergus Road over the past 2 years. The service requests relate to surface defects, edge breaks, drainage, grading and after rain damage.

The Roading Engineer West has requested Westlink to inspect the intersection sightlines and back.

2. Operational Matters – Projects Pending or in Progress

2.1 Waihi Beach Road Planting

The Board requests a report on planting Pohutukawa trees on the Waihi Beach Road entrance from approximately Waihi Beach Contractors to 200 metres from the Wilson Road roundabout. The thought is to use some of the smaller species of Pohutukawa trees so that there was less likely to be issues for the road, drainage or farm property as the trees grew.

Staff Comment:

This item is referred to under Minute Action WB1518 2.3 Waihi Beach Road Entrance Attachment A within the Infrastructure Services Report of this agenda.

2.2 **Car Park Signs**

The Board request that signs be placed on Wilson Road directing traffic to the car park on Edinburgh Street. The Board thank staff for the previously requested car park sign that has now been placed on Edinburgh Street.

2.3 **Athenree Cycle/walkway connection**

The Board request an update report on the proposed cycle/walkway to Athenree from Emerton Road

Staff Comment:

This item is referred to under Minute Action WB1418 5.3 Waihi Beach to Athenree Cycleway/Walkway Link Attachment A within the Infrastructure Services Report of this agenda.

3. **Community Issues**

3.1 **KiwiCamp**

The public of Waihi Beach appreciate Council's decision to put a hold the placement of the KiwiCamp facility at the Waihi Beach Community Centre until after the consultation and review of the Freedom Camping Bylaw.

Staff Comment:

Consultation of the potential siting of the Kiwi Camp facility will occur during the Draft Annual Plan drop in session at Waihi Beach. The specific question relates to "where should the Kiwi Camp facility be located at Waihi Beach for the trial over the 2019/20 summer period". The decision needs to be made by mid year in order to obtain any necessary consents and to install the services if a different site is chosen.

3.2 **Town Centre Update**

Options relating to the development of a Town Centre Plan are being considered by the Board.

4. Community Organisation Reports**- Waihi Beach Events and Promotions**

The Events and Promotions organization held a very successful Frocks on Bikes event last month, and will be helping with the Wearable Arts event later this year.

- Waihi Beach Community Patrol

The patrol has started training for new members and we have more about to join. There is plenty of room for more members if people can afford to offer a few hours of volunteer time a month.

The patrol is also actively raising funds for a new patrol car as the current vehicle is now aging and has had various repairs. Any help with fundraising or donations will be gratefully received.

- Athenree Homestead.

The Homestead Trust is now working on fitting out the inside of the new extensions. There is a lot of work to be done and first stage of the sprinkler system is to be installed.

There are a number of events to be held over the next month and it is hoped to have an Easter egg hunt as well.

5. Significant Council Processes – Community Engagement**Freedom Camping Bylaw Review**

The Freedom Camping Bylaw review consultation will start later this month.

6. Annual Plan / Long Term Plan – Have Your Say

The Have Your Say community consultation event will be held at Waihi Beach on Saturday 30 March 2019 at the Waihi Beach RSA from 9am to 12 pm.

**7. Training and Conferences for Elected Members
CBEC Conference**

I will be attending the Community Boards Executive Conference to be held in New Plymouth between April 11-13 2019.

Advice has been given that while I am attending the Community Board Conference as a Community Board Executive member and as a Community Board representative, the Executive Committee allows for only one nights accommodation for their executive members. The conference is to be held over three day from 11th to 13th April, I therefore make an approach to the Board for approval of the additional accommodation costs at the conference to be funded from the Waihi Beach Community Board Conference Expenses Account.

Recommendation:

THAT the Waihi Beach Community Board approve/not approve of funding for the Chairpersons accommodation at the New Zealand Community Board Conference funded from the Waihi Beach Community Board Conference Account.

Recommendation:

THAT the Chairperson's Report to the Waihi Beach Community Board for March 2019 be received.

Allan Sole
Chairperson
Waihi Beach Community Board

Western Bay of Plenty District Council
Waihi Beach Community Board
Councillor's Report – March 2019

Councillor Williams will speak to the following items:

Annual Plan / Long Term Plan – Have Your Say
Submission period 18 March to 18 April 2019

The Have Your Say community consultation event will be held at Waihi Beach on Saturday 30 March 2019 at the Waihi Beach RSA from 9am to 12 pm.

There will also be the opportunity to attend the Have Your Say events held at Barkes Corner on Monday 15 April and Tuesday 16 April from 9.30am to 5pm.

BOPLASS Half Yearly Report to Shareholder 2018 – 2019 and Draft Statement of Intent 2019 – 2022

At the Council meeting held on 7 March, the BOPLASS Half Yearly Report to Shareholders 2019-2019 and the Draft Statement of Intent 2019 – 2022 were received.

Localism

Street Lighting LED

Cycleway – 85% Outside funding

Rates Rebate Cap

At the Council meeting held on 7 March 2019, Mayor Webber advised that local government was lobbying central government to change the current rate rebate threshold of [up to] \$630.00 per household to reflect the current household income. The lobbied change may result in a rate rebate threshold increase [up to] \$918.00 reflecting an average household income of \$38,000.

Mike Williams
Councillor
Waihi Beach Community Board

Western Bay of Plenty District Council**Waihi Beach Community Board****Community Grant Application
- March 2019**

Purpose and Summary

The Waihi Beach Community Board is required to make a decision regarding an application for Community Board Grant Funding. One application was held over from the Community Board Meeting held on 11 February 2019 pending further information. The requested information has been received and the application is re-presented for consideration.

The application and supporting information for a Community Board Grant have been forwarded to members separate to this agenda.

Funding Implications for Waihi Beach Community Board

Grants will be funded from the Waihi Beach Community Board Grants Account.

Delegated Authority of Waihi Beach Community Board

The Community Board has delegated authority to make the grants directly.

Recommendation

1. ***THAT the report from the Democracy Advisor dated 13 March 2019 and titled Community Board Grant Application - March 2019 be received.***
2. ***THAT the Waihi Beach Community Board approve/not approve the following grant to be funded from the Waihi Beach Community Grants 2018/2019 account subject to all accountabilities being met.***

.....

\$.....

Aileen Alty
Democracy Advisor

1. Background

The Waihi Beach Community Board has funds of \$5,000.00 available for disbursement to community organisations for the 2018/2019 financial year.

TWO applications were received for the Board's consideration at their meeting held on Monday 11 February 2019.

- **Terelle Carroll** has applied for funding of \$2,000.00 to assist with the associated costs for organising the Art Bra/Wearable Art Show to be held on 31 August 2019 – as a fund raising for canteen teenagers who participate in the Waihi Beach CanSurf Programme. This application is presented to the Board for re-consideration along with the requested information.

The Waihi Beach Community Board has delegated authority pursuant to the Local Government Act 2002 to make decisions on the subject matter in this report.

Funding/Budget Implications

Budget Funding Information	Relevant Detail
Community Board Grants Funds	The Community Board will consider applications for the distribution of the funding before the end of the financial year.
Waihi Beach Community Board Grants Fund	Annual Budget \$5,000 Current Balance \$4,500

2. Consultation and Communication

Interested/Affected Parties	Completed/Planned Consultation/Communication	Notes
Terelle Carroll on behalf of the Art Bra/Wearable Art Show	The applicants will be advised of the outcome of their respective grant application.	

Western Bay of Plenty District Council
Waihi Beach Community Board
Infrastructure Services Report March 2019

Purpose and Summary

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

Minute Action Sheets

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

Recommendation

1. *THAT the Deputy Chief Executive's Report, dated 12 March 2019 and titled Infrastructure Services Report Waihi Beach March 2019 be received.*

Approved



Gary Allis
Deputy Chief Executive

Utilities

1.1 Home Worm Composting Workshops

Dates for 2019 are being planned with the trainers and will be available on Council's website once confirmed at:

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

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

1.2 Western Supply Zone Water Main Improvements

Upgrade to water mains along Beach Road, Waihi Beach and replacement of water mains attached to Tuapiro Stream Bridge and Waitekohe Bridge on State Highway 2, in addition to the replacement of a short section of cross country water main between Lund Road and Hot Springs Road. Work has just commenced at Lund Road with the Waihi Beach section due mid March for completion in April 2019.

1.3 Two Mile Creek Update - Upstream Dillon Street Bridge

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

BOPRC 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. BOPRC has provided the Resource Consent, so ready to go from this perspective.

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 is still in negotiation. The Consent was expected to be granted in September 2018.

Direction being given to WBOPDC resource consent manager to proceed with arranging a Commissioner to hold a hearing to deal with the one party who is objecting to the proposal based on other development issues with their land.

The property owner who objected to the Consent has entered into discussions with the Strategic Property Manager to see if a solution can be found to his existing development and the adjoining Two Mile Creek Project. We are awaiting the outcome of this discussion.

Talks with the property owner have stagnated. The decision has been taken to appoint a Hearing Commissioner with the date set for end of April 2019.

2.0 Reserves

2.1 Waihi Beach Cycleways

Planning processes continue to progress a shared use loop trail through the water catchment reserve. Construction timing is dependent on Archaeological Authority application processing timeframe and funding.

Procurement for a clip-on cycleway bridge at 3-Mile Creek (Seaforth Road) is underway.

It is noted that the recently completed section through Island View Reserve has not been located as originally intended, instead, it connects to a much narrower gravel path alongside the carpark - which can conflict with overhanging parked cars & motorhomes. To improve the user experience, it is proposed that the carpark fence is removed, which will then allow for the widening and resurfacing of the gravel path.

The detailed design is underway for the Emerton Road shared path, this will be located on the harbour side of Emerton Road.

Land owner discussion is continuing for the Waihi to Waihi Beach Cycle Trail.

2.2 Trig Walkway User Statistics

The user statistics were not available at the time of completing this report.

2.3 Waihi Beach Dam – New Toilet & Site Improvement Concept Plan

Contractors have been arranged to install water & waste-water services for the connection of the Exeloo toilet that has been relocated from Wilson Road, adjacent to the old depot building.

This toilet has been returned to the Exeloo factory for a "make-over" prior to being installed. Other features will be completed during this development including footpath connections, converting the buildings "lean to" into a recreation space trail head (undercover table/ seating, signage, potential BBQ facilities, bike racks).

It is also proposed that community artists may wish to paint artworks onto the building as a community led project. Overflow car-parking space is also being reviewed to see if a gravel car-park could be constructed on the other side of the driveway prior to the dam itself. Completion for all of these is expected late April to mid May.

3 Strategic Property

Nothing to report for this month.

4 Projects

Nothing to report for this month.

5 Emergency Management

5.1 Community Response Plan

A Community Response Plan covers how the community plans to self-activate and respond in the initial stages of a large scale emergency. If robust processes and systems are working well, the civil defence response will support what is already underway, not override the community response.

The Plan is developed by community champions and/or representatives of stakeholder organisations such as local schools, businesses, Neighbourhood Support, Lions, and Residents Associations and so on. Ownership of the Plan remains with the community, represented by the stakeholder group.

5.2 Waihi Beach

The Community Response team has an up to date Community Response Plan in place. Currently we are assisting the team to attract new team members, as some people have left the area.

5.3 Omokoroa

The Community Response Team is working on updating their community response plan and they are also looking for some new people to join their team, as some people left the team. We are waiting to hear back from the team about their progress.

5.4 Katikati

The Community Response Team has an up to date community response plan in place. Currently we are assisting the team to attract new team members, as some people have left the area, in addition to working with the Community Response Team to increase the public awareness of the team and the promotion of personal preparedness for an emergency.

6 Roothing

6.1 Waihi Beach CCTV Request

The CCTV Policy is currently being reviewed internally by Council staff.

6.2 Wilson Road Footpath Bridge

As a result of additional investigations the flat deck bridge option was proposed to the Community Board at the recent Community Board Workshop. The Board indicated that the flat deck bridge option is an ideal choice.

The Board have indicated that the flat rack bridge is an ideal option.

It must be noted that the flat rack bridge may not be consented by Regional Council, hence will be considered a temporary structure.

6.3 Seaforth Road Pedestrian Islands

WestLink are finalising the designs so as to start construction this year. Consultation may be required with the dairy operator, in particular if parking spaces are lost further to the implementing of the pedestrian refuge at the "Waihi Beach" - Seaforth Road site.

6.4 Wilson Road Pedestrian diversion & Kerb Extension

This project has been assigned to WestLink. Construction is expected to commence late March to mid April 2019.

Current Account:	Cost (\$):	Status:
Current Account Opening Balance 1 July 2018	\$183,000	
Allocation for 2018/19	\$141,782	
Subtotal	\$324,782	
Committed Projects (for 2018/19)		
Priority Projects -detailed below	\$290,000	Priority Project 3 and 6 complete
Projected End of Year Balance	-\$97,218	Deficit

Priority	Project	Budget	Status
	Seaforth Road Pedestrian refuges	\$20,000	<ul style="list-style-type: none"> Awaiting detailed design from the contractor.
	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.
	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.
	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.
	Emerton Road to Café	\$60,000	Final stage of detailed design and pricing
	Wilson Road Pedestrian Bridge	\$60,000	A favourable option has been identified – to supply a flat deck pedestrian bridge adjacent to the existing bridge. Detailed design and costing has commenced.
Total:		\$290,000	

Recently Completed Actions

3.	Car Park to Plom Roundabout to Gypsy Park		<ul style="list-style-type: none"> Complete
6.	Island View Reserve to the Loop		<ul style="list-style-type: none"> Complete Fence relocation is required.

Community Board Report Minute Action Sheet

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

1 March 2019: Staff have followed up with further correspondence requesting an update from iwi. If received in time, a verbal update will be provided at the meeting.

23 Jan 2019: Final discussion and input from the relevant Kaumatua is being concluded before a written response is received. Initial feedback suggests support for the proposed feasibility study to go ahead.

5 Nov 2018: Staff have followed up with Tangata Whenua.

20 Sept 2018: Staff are following up with relevant iwi/hapu to see 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 **Waihi Beach Road Entrance**

Remit Number WB1518 2.3

Owner RE2

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 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.

Actions

1 March 2019: Further to discussions at the Waihi Beach Community Board Workshop, the Board have requested an investigation into which native plant species that will thrive in the area that do not inhibit visibility or contribute to any safety issues. The Roding Engineer (West) is in discussion with WestLink.

24 Jan 2019: Roding Engineer has met with Vegetation Manager to discuss options.

Vegetation Manager recommended leaving the vegetation at Wilson Road intersection as is and continue to eradicate the pest plants.

Gorse removal at "first sight of the sea" has been requested. This will require hand cutting, mulching and spraying.

2 Nov 2018: Roding Engineer has arranged to meet and discuss the landscape and other issues with Allen Sole, Community Board Chair.

Still awaiting the report from WestLink detailing existing issues/provision of design options for improvement.

The Roding Engineer is in the process of organizing date to inspect the landscape/beautification projects and the further discuss with Waihi Beach Community Board on how to efficiently and effectively maintain the area.

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

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	RE2
Status	COMPLETE
Complete Date	11 March 2019
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	<p>11 March 2019: A service request has been issued to the Utilities Team.</p> <p>The catch pit and culvert has been cleaned and aligned to help prevent future blocking.</p> <p>24 Jan 2019: The service request is being handled by WestLink – further update will be provided once WestLink have actioned the request.</p> <p>2 Nov 2018: A service request has been raised for WestLink to action.</p> <p>25 Sept 2018: Investigation is underway.</p>

WAIHI BEACH COMMUNITY BOARD 8/10/2018

Remit Title **Waihi Beach Skateboard Group**

Remit Number WB1618 3.10

Owner RFM

Status UNDER ACTION

Complete Date

Confidential

Resolution

The Chairperson advised that an interest group of skateboard riders and their families had had meetings, formed a committee and had applied to become an Incorporated Society. The group intend to start applying for money from various sources to build the skate park and wished to work with Council and the Community Board as they moved along the way to progress and complete an upgraded skateboard park at Waihi Beach.

The Deputy Chief Executive Officer advised that the group should liaise with the Reserves and Facilities Manager and in-turn make a presentation to Council outlining the concept for the new skateboard facility.

Actions

1 March 2019: The Community Board Chair has confirmed that the group is working on a skate park concept, which will be available soon.

23 Jan 2019: Staff have yet to receive a concept from the interest group for a new skateboard facility.

5 Nov 2018: Staff have been liaising with the Skate Park Interest Group and have provided information as requested.

WAIHI BEACH COMMUNITY BOARD 8/10/2018

Remit Title	CCTV
Remit Number	WB1618 3.8
Owner	RFM
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	<p>Firm costings for the installation of CCTV cameras system were still to be provided.</p> <p>The Chairperson advised that he had nothing further to add in regard to progressing the installation of CCTV at this time. The proposal was in the hands of the Roding Engineer who was to confirm an available power source. The installation of the trial Kiwi Camp facility may provide some synergies and options to compliment the installation of a CCTV system at the Waihi Beach Community Centre site.</p> <p>The Chairperson would liaise with the Reserves and Facilities Manager in this regard.</p>
Actions	<p>1 March 2019: The Operations & Monitoring Committee have decided to put the KiwiCamp facility on hold, therefore the opportunity to consider options to complement the installation of a CCTV system no long exists.</p> <p>23 Jan 2019: Options to compliment the installation of a CCTV system will be considered once he Kiwi Camp facility has been installed and is operational.</p> <p>2 Nov 2018: Staff will liaise with the Chairperson on shared opportunities for CCTV cameras.</p>

WAIHI BEACH COMMUNITY BOARD 19/11/2018

Remit Title **Wilson Road Footpath Bridge**

Remit Number WB1718 2.1

Owner RE2

Status COMPLETE

Complete Date 11 March 2019

Confidential

Resolution 1. THAT the Waihi Beach Community Board favour Option 3 to install an additional timber pedestrian bridge with handrails beside the existing bridge on the seaward side of Wilson Road.

2. THAT staff report back to the next Waihi Beach Community Board Meeting (WB18 11 February 2019) with a design and costs for a pedestrian bridge.

3. THAT costs for the installation of a pedestrian bridge be funded from the Community Roding Account.

Actions **11 March 2019: This MAS has been closed as it is reported in the Infrastructure Board report.**

24 Jan 2019: WestLink have provided a concept which requires clarification before discussion with the Board.

This bridge has been placed on the Community Board Roding project list at priority 9.

Based on the current priority list and estimates, this project will occur in future years.

WAIHI BEACH COMMUNITY BOARD 19/11/2018

Remit Title **The Broadlands Block - Minute Action Reference WB15 18 2.11**

Remit Number WB1718 5.2

Owner RFM

Status UNDER ACTION

Complete Date

Confidential

Resolution The Board asked when the tidy up work would start on the Broadlands Block area. The Board was aware that the work was to be undertaken over a number of years and advised that there were some people within the community who were interested in assisting with the management of the overall development project.

The Board also asked for clarification in regard to the planting and development plan that would be used - was there a new plan or was the 'historic' plan to be used. The Board wished to review the plan, along with associated costings and a start date for the proposed development

The Chairperson also asked when mowing of the Broadlands Block would be done.

Actions

1 March 2019: Since the previous update, the following actions have been implemented:

- **The internal drains have been cleared and are flowing**
- **Safety rails have been installed around the open drains where they are next to the pathway**
- **Noxious and invasive weeds such as Woolly Nightshade are progressively being controlled**
- **Pricing is being sought for clearance work along the eastern boundary with Hillview Road properties**

Staff have suggested that a site meeting be held with interested parties to view the work completed to date and consider a forward work programme over the coming winter.

23 Jan 2019: Staff plan on using the wetland planting plan that was prepared in conjunction with the 2009 Broadlands Block Development Plan as the planting principles in the plan are still relevant.

With regards to the mowing of Broadlands Block, the level of service is type "E" as shown on the Contract Maintenance map overleaf.

ATTACHMENT A



Reserves Assets(Pt)	
TYPE	
	Culvert
Reserves Assets(poly)	
TYPE	
	Bridges
	Paths
	Mowing/Maintenance
	Park Contract Area

Produced using ArcMap by the Western Bay of Plenty District Council GIS Team. Crown copyright reserved. LINZ digital license no. HN/352200/03 & TD093522. Location of services is indicative only. Council accepts no liability for any errors. Archaeological data supplied by NZ Archaeological Assoc./Dept. of Conservation.

Email: gis@westernbay.govt.nz
 Date: 9/5/2018
 Operator: xsl
 Scale A3 - 1:2,000



Map - 16



**Broadlands Grazing Block (undeveloped)
 Reserves Contract 18-1000**

WAIHI BEACH COMMUNITY BOARD 11/02/2019

Remit Title **Pedestrian Refuge sites on Seaforth Road**

Remit Number WB1819 2.4

Owner RE2

Status UNDER ACTION

Complete Date

Confidential

Resolution The Roding Engineer (West) advised that he would meet with the dairy owner in the immediate vicinity of one of the proposed pedestrian refuges on Seaforth Road to discuss carpark options. It was estimated that the physical work to install the two pedestrian refuge sites on Seaforth Road would start in the near future.

The Roding Engineer (West) would advise Board members of the final pedestrian refuge designs.

Actions **1 March 2019: The Safety Engineer has been consulted and the design has been reviewed.**

The Roding Engineer (West) will ask the Board to undertake the consultation with the dairy operator and also notify the community as there will be a net loss of car parking spaces.

WAIHI BEACH COMMUNITY BOARD 11/02/2019

Remit Title	Cycleway/Walkway on Emerton Road
Remit Number	WB1819 2.5
Owner	RE2
Status	UNDER ACTION
Complete Date	
Confidential	
Resolution	<p>The Board was advised that the Bay of Plenty Regional Council Consent and Heritage New Zealand approval had been issued for the cycleway/walkway on Emerton Road. The detailed design was underway with construction being aligned to road rehabilitation.</p> <p>The Board asked that they be advised when the rehabilitation of the Emerton Road would be undertaken.</p>
Actions	1 March 2019: Staff will advise the Board when the rehabilitation of the Emerton Road would be undertaken.

WAIHI BEACH COMMUNITY BOARD 11/02/2019

Remit Title	Wilson Road Footpath Bridge - Minute Action Reference WB17 18.2.1
Remit Number	WB1819 6.2
Owner	RE2
Status	COMPLETE
Complete Date	
Confidential	
Resolution	<p>The Roothing Engineer (West) advised that options for the design and installation of a pedestrian bridge on Wilson Road were being clarified and would be further discussed with the Board at their next workshop to be held on 1 March 2019.</p> <p>Board members reiterated that the bridge should be included as part of the Waihi Beach Walking/Cycling Strategy and funded from the Community Roothing Account.</p>
Actions	1 March 2019: This MAS has been closed as it is reported in MAS wb1718 2.1.

WAIHI BEACH COMMUNITY BOARD 11/02/2019

Remit Title **Waihi Beach Road Entrance - Minute Action Reference WB15 18 2.3**

Remit Number WB1819 6.3

Owner RE2

Status COMPLETE

Complete Date

Confidential

Resolution The Roding Engineer (West) advised that he had met with the Vegetation Manager who recommended leaving the vegetation at Wilson Road intersection as is and continue to eradicate the pest plants.

The gorse at the 'first sight of the sea' sightline would be hand cut and mulched and sprayed. The Roding Engineer advised that he had spoken to the Board Chairperson regarding the future maintenance and regular litter clean-up of the area.

Board members asked that this item be further discussed at their next workshop meeting to be held on 1 March 2019.

Actions

1 March 2018: This MAS has been closed as it is reported in MAS WB 1819 6.3.

WAIHI BEACH COMMUNITY BOARD 11/02/2019

Remit Title **CCTV - Minute Action Reference WB16.18 3.8**

Remit Number WB1819 6.4

Owner RE2

Status COMPLETE

Complete Date 1 March 2019:

Confidential

Resolution Board members expressed their frustration in the time it had taken to progress a request for the installation of a CCTV system. There were cameras in other Western Bay districts that were efficiently monitored and managed and this was requested for Waihi Beach.

The Roading Engineer (West) explained that a CCTV system could not be installed onto a standard lighting column and it was expensive to provide a specific power source for CCTV in the first instance. While there were solar powered systems available, these were expensive units and prone to vandalism and it was not just a matter of strapping a camera on a pole.

The Chief Executive Officer advised that the installation, monitoring and maintenance of CCTV was not a Council activity and the Policy Committee would be undertaking a review of CCTV in the Western Bay later in the year. The review would involve a recap of cameras currently in the Western Bay District, including the overall costs associated with placement, monitoring, management and maintenance.

Actions

1 March 2019: A Policy Review relating to CCTV and Council's role and funding is on the Policy work programme.

The Board will have opportunity for input into the Policy Review.

WAIHI BEACH COMMUNITY BOARD 11/02/2019

Remit Title	Broadlands Block Planting Plan
Remit Number	WB1819 6.5
Owner	RFM
Status	COMPLETE
Complete Date	
Confidential	
Resolution	THAT the Deputy Chief Executive's report dated 25 January 2019 and titled Infrastructure Services Report Waihi Beach - February 2019 be received.
Actions	1 March 2018: The Board's comments are noted. No action required.

Western Bay of Plenty District Council
Waihi Beach Community Board
Financial Report Waihi Beach – February 2019

Purpose and Summary

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

Attached are the financial statements for the period ended 28 February 2019 (**Attachment A**).

Total operating costs are under budget and includes conference expenses, grants, mileage allowance, miscellaneous expenses and salaries.

Contingency expenses are over budget for the year.

Grant payments made to date:

	\$
Echo Walking Festival	500
2018/19 grants to date	\$500

Commitments – Operational expenditure

	\$
Wreath for ANZAC Day Service	200
Total outstanding operational commitments	\$200

2018/19 reserve analysis:


2018/19 Opening balance	\$278,331
Waihi Beach Community Centre – Loan Repayments [WB15.4]	\$552
2018/19 Closing balance	\$278,883

Committed – Reserve expenditure

Funding for projects relating to the Broadlands Block Reserve Concept Plan to be funded from the Waihi Beach Community Board Reserve [C10.4 on 28 July 2011]; of this funding, Council approved up to \$5,000 for an engineering report on the mixed development of Broadlands Block from the \$50,000 already identified for Broadlands Block development [C39.2]	Up to \$(50,000)
Funding for engagement of a student to undertake research to collate an updated community/town centre plan for the Waihi Beach area [WB17.2.3]	\$(25,000)
Funding for engagement of local landscaper to provide assessment of Waihi Beach Road entranceway on current conditions and to provide recommendations [WB17.5.3]	\$(2,000)
2018/19 Closing balance after committed expenditure	\$201,883

Recommendation


THAT the Management Accountant's report dated 11 March 2019 and titled "Financial Report Waihi Beach – February 2019" be received.


Christie Tromans
Management Accountant

Approved


David Jensen
Senior Financial Planner

Approved


Ian Butler
Finance Manager

Minute Action Sheet	Position Code
For Action	MA1
For Info	FM

**Western Bay of Plenty District Council
Income and Expenditure Statement
For the period ended 28 February 2019**

Waihi Beach Community Board

	Year to Date				Full Year	Last Year
	Actual \$	Budget \$	Variance (Unfav)/Fav \$		Budget \$	Actual \$
Direct Costs						
Conference Expenses	0	1,200	1,200	<input checked="" type="checkbox"/>	2,000	0
Contingency - [see breakdown below]	3,996	2,000	(1,996)	<input type="checkbox"/>	2,000	180
Grants	500	3,000	2,500	<input checked="" type="checkbox"/>	5,000	1,500
Mileage Allowance	1,638	3,000	1,362	<input checked="" type="checkbox"/>	5,000	3,430
Miscellaneous Expenses	0	1,800	1,800	<input checked="" type="checkbox"/>	3,000	0
Salaries	15,344	17,172	1,828	<input checked="" type="checkbox"/>	26,198	23,346
Inter Department Charges	23,936	23,936	0	<input checked="" type="checkbox"/>	35,903	35,904
Operating Costs	45,414	52,108	6,694	<input checked="" type="checkbox"/>	79,101	64,361
Total Operating Costs	45,414	52,108	6,694	<input checked="" type="checkbox"/>	79,101	64,361
Interest Expense	0	0	0	<input checked="" type="checkbox"/>	0	(16,573)
Total Direct Costs	45,414	52,108	6,694	<input checked="" type="checkbox"/>	79,101	47,787
Total Costs	45,414	52,108	6,694	<input checked="" type="checkbox"/>	79,101	47,787
Income						
Rate Income	53,282	52,736	546	<input checked="" type="checkbox"/>	79,101	82,687
Total Direct Income	53,282	52,736	546	<input checked="" type="checkbox"/>	79,101	82,687
Net Cost of Service	7,869	628	7,241	<input checked="" type="checkbox"/>	0	34,900
Contingency - breakdown						
Katikati and Waihi Beach Business and Community Awards	3,000					
Volunteers Afternoon Tea [WB12.3.7]	543					
Flyers Summer service	453					
Year to date contingency costs	3,996					
Community Board Reserves						
Opening Balance - Surplus (Deficit)	278,331					
Waihi Beach Community Centre - Loan repayments [WB15.4]	552					
(Decrease) Increase in year	552					
Closing Balance - Surplus (Deficit)	278,883					

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

APRIL 2019			
Meeting	Date	Time	Venue
Maketu Community Board	2 April	7.00pm	Maketu Community Centre
Policy Committee	4 April	9.30am	Chambers
Te Puke Community Board	4 April	7.00pm	Te Puke Library and Service Centre
Tauranga City Council / Western Bay of Plenty District Council Joint Governance Committee	10 April	TBC	Chambers
Operations and Monitoring Committee	11 April	9.30am	Chambers
Council	18 April	9.30am	Chambers
Regulatory Hearings Committee	18 April	1.00pm	Chambers
Good Friday - 19 April, Easter Monday - 22 April and ANZAC Day - 25 April			
Regulatory Hearings Committee (if required)	30 April	9.30am	Chambers
MAY 2019			
Meeting	Date	Time	Venue
Regulatory Hearings Committee (if required)	1 May	9.30am	Chambers
Waihi Beach Community Board	6 May	6.30pm	Waihi Beach Community Board
Omokoroa Community Board	7 May	7.00pm	Omokoroa Community Church
Katikati Community Board	8 May	7.00pm	The Centre. Pātuki Manawa
Community Committee	9 May	9.30am / 10.00am	TBC
Rural Committee	14 May	9.30am	Chambers
Maketu Community Board	14 May	7.00pm	Maketu Community Centre
Policy Committee	20 May	9.30am	Chambers
Joint Road Safety Committee	21 May	10.00am	Chambers
Operations and Monitoring Committee	22 May (Wednesday)	9.30am	Chambers

Western Bay of Plenty District Council
Waihi Beach Community Board
Notice of Resignation – March 2019

Purpose and Summary

Board Member Ruth Parsons has tendered a notice of resignation from the Waihi Beach Community Board effective at the conclusion of the Board meeting to be held on 25 March 2019.

As the resignation of Ruth Parsons has been received within 12 months before the next triennial general election, the Chief Executive Officer is required to notify the Community Board of the vacancy.

Funding Implications for Waihi Beach Community Board

Should a by-election not be required there would be no additional funding implications for the Waihi Beach Community Board if the Board decides to leave the position vacant until the next election.

The next Local Body Election is scheduled to be held on 12 October 2019.

Recommendation

- 1. THAT the report of the Democracy Advisor dated 12 March 2019 and titled Notice of Resignation – March 2019 be received.**
- 2. THAT the resignation of Waihi Beach Community Board Member Parsons be received.**
- 3. THAT pursuant to Section 117 Local Electoral Act 2001 the Waihi Beach Community Board resolves to either:**
 - (a) Fill the vacancy that has arisen due to the resignation of Member Parsons by the appointment of**
who is a suitably qualified persons; or
 - (b) Not fill the vacancy**


Aileen Alty
Democracy Advisor
Waihi Beach Community Board

1. Background

A notice of resignation has been received from Waihi Beach Community Board member Ruth Parsons, effective from 25 March 2019.

Members will need to decide whether or not to fill the vacancy, and if that vacancy is to be filled, the process that should be applied.

As a by-election is not required, an option to leave the position vacant until the next local body election which is to be held on 12 October 2019 is available.

In accordance with S117 Local Electoral Act 2001 the Board must decide:

(a) To fill the vacancy by appointment (by a qualified elector)

Or

(b) To leave the vacancy unfilled.

The resignation will not affect the Board requirements for a quorum.

Under the Western Bay of Plenty District Council Standing Orders for the Waihi Beach Community Board the relevant Standing Order is as follows:

10. Quorum

10.1 The quorum for a meeting of the council is:

- (a) Half of the members physically present, where the number of members (including vacancies) is even: and
- (b) A majority of the members physically present, where the number of members (including vacancies) is odd.

Once the vacancy takes effect on 25 March 2019, there will be 5 members remaining on the Waihi Beach Community Board.

The quorum for the Board is 3.

2. Statutory Compliance**Legislation and Legal Issues**

Act/Legal Issue	Relevant Detail
Local Electoral Act 2001	<p>Filling of Extraordinary Vacancies</p> <p>Section 117 Extraordinary vacancy in local authority or community board</p> <p>If a vacancy occurs in the office of a member of a local authority or in the office of an elected member of a community board 12 months or less than 12 months before the next triennial general election, the Chief Executive Officer of the local authority concerned must notify the local authority or community board of the vacancy immediately. (S117 (2))</p> <p>On receiving notice under subsection (2), the local authority must, at its next meeting (other than an extraordinary meeting) or, if that is not practicable, at its next subsequent [meeting (other than an extraordinary meeting)] determine by resolution –</p> <p>(a) That the vacancy will be filled by the appointment by the local authority or community board of a person named in the resolution who is qualified to be elected as a member, or</p> <p>(b) That the vacancy is not to be filled. (S117 (3))</p>

Relevant Plans and Policy Assessment

Current Council Plan/Policy/Bylaw	Relevant Detail
Local Electoral Act 2001	As outlined above

Funding/Budget Implications

Budget Funding Information	Relevant Detail
Nil	As a by-election is not required if the Board resolves not to fill the vacancy no additional funding expenditure would be incurred by the Board.

Date
Subject

12 March 2019
Notice of Resignation – Waihi Beach Community Board Member Parsons
Agenda WB19 25 March 2019

Open Session

3. Consultation and Communication

Interested/Affected Parties	Completed/Planned Consultation/Communication	Notes
Waihi Beach Community Board	The community must be advised by public notice of the Waihi Beach Community Board resolution: - to fill the vacant position or - to leave the position vacant.	
Tangata Whenua	By Public Notice in the local newspaper - Waihi Leader By notice on the Council Website	
General Public	By Public Notice in the local newspaper - Waihi Leader By notice on the Council Website	