

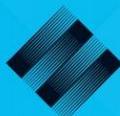
MEETING
- AGENDA -

Ngā Take



KATIKATI
COMMUNITY BOARD
Poari Hapori

K21-1
Wednesday, 3 February 2021
The Centre - Pātuki Manawa
21 Main Road, Katikati 3129
7.00pm



Western Bay of Plenty
District Council

Katikati Community Board

Membership

Chairperson	Ben Warren
Deputy Chairperson	Neil Harray
Members	John Clements Kate Sutherland Councillor James Denyer Councillor Christina Humphreys
Quorum	3
Frequency	Eight weekly / Workshops as required

Role and Purpose of Community Boards:

- To represent, and act as an advocate for, the interests of their communities.
- To provide an effective mechanism for community feedback to Council.
- 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 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 the respective communities to promote public participation and communication within respective communities.
- To undertake tasks, powers and functions 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 receive reports from Council appointees on Council matters relevant to the Community Board.
- To have input into Council and its Committees on issues and plans that affect communities within the Community Board area.

Notice is hereby given that a Katikati Community Board Meeting will be held in the The Centre - Pātuki Manawa, 21 Main Road, Katikati 3129 on:
Wednesday, 3 February 2021 at 7.00pm

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

Members are reminded of the need to be vigilant and to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest that they may have.

6 PUBLIC EXCLUDED ITEMS**7 PUBLIC FORUM**

A period of up to 30 minutes is set aside for a public forum. Members of the public may attend to address the Board for up to five 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.

8 MINUTES FOR CONFIRMATION

8.1 MINUTES OF THE KATIKATI COMMUNITY BOARD MEETING HELD ON 25 NOVEMBER 2020

File Number: A3970187

Author: Pernille Osborne, Senior Governance Advisor - Community Boards

Authoriser: Jan Pedersen, Group Manager People And Customer Services

RECOMMENDATION

That the Minutes of the Katikati Community Board Meeting held on 25 November 2020, as circulated with the agenda, be confirmed as a true and accurate record.

ATTACHMENTS

- 1. Minutes of the Katikati Community Board Meeting held on 25 November 2020**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
KATIKATI COMMUNITY BOARD MEETING NO. K20-6
HELD AT THE CENTRE - PĀTUKI MANAWA, 21 MAIN ROAD, KATIKATI 3129
ON WEDNESDAY, 25 NOVEMBER 2020 AT 7.00PM**

1 PRESENT

Member B Warren (Chairperson), Member J Clements, Member K Sutherland, Cr J Denyer and Cr C Humphreys

2 IN ATTENDANCE

K Perumal (Group Manager Finance and Technology Services), B Williams (Strategic Property Manager), J Osborne (Governance Support Administrator) and P Osborne (Senior Governance Advisor)

7 Members of the public, including 1 Councillor and 2 Waka Kotahi representatives

3 APOLOGIES

APOLOGY

RESOLUTION K20-6.1

Moved: Member B Warren

Seconded: Member K Sutherland

That the apology for absence from Member N Harray be accepted.

CARRIED

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

The Chairperson reminded members of the need to be vigilant and to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest that they may have.

Members were advised that if they had an interest (actual, potential, perceived, pecuniary or non pecuniary interest) in any item on the agenda, then they must declare this interest and refrain from discussing or voting on this item and are advised to withdraw from the meeting table for the item. (As per the Local Authorities (Members' Interest) Act 1968)

There were no declarations declared in relation to this agenda.

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

The Chairperson outlined the protocols relating to the Public Forum section of the meeting as set out in the Standing Orders for the Katikati Community Board. Attending members of the public were invited to take part in the public forum.

PUBLIC FORUM ADJOURN MEETING

RESOLUTION K20-6.2

Moved: Member B Warren

Seconded: Member K Sutherland

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

CARRIED

Chris Farnsworth – Waka Kotahi - New Zealand Transport Agency (NZTA)

Mr Farnsworth was in attendance to give the Katikati Community Board an update on the below topics:

Takitimu North Link (TNL)

- This is one of the Bay of Plenty's most significant roading projects;
- New 14km four-lane expressway with provision for public transport, and a shared path for walking and cycling;
- These will be delivered in two stages; and
 1. Tauranga to Te Puna
 2. Te Puna to Ōmokoroa
- \$933 million under the NZ Upgrade Programme announced January 2020.

SH2 Speed Review

Mr Farnsworth gave the Board an overview of the speed limits review.

SH2 Waihi to Ōmokoroa safety improvements

- Part of the Safe Network Programme: the \$101 million safety improvements between Waihi and Ōmokoroa will be completed by early 2024;
- The project started late 2018 with construction divided into 10 stages;
- By the end of 2020, four of these stages will be complete (including reseal work):
 - Section 1 between Waihi and Trig Road
 - Sections 2 and 3 between Trig Road and Mathers Road/Athenree Gorge
 - Section 7 between Wharawhara Road and Sharp Road
- \$101 million of safety improvements will be completed by early 2024;
- The focus for 2021:
 - Section 6 between Kauri Point Road and Lindemann Road
 - Section 8 between Fortaleza and Sargent Drive
 - Section 9 and 10
- Waka Kotahi have encountered challenges with people speeding through sites, endangering the construction crew, with a number of incidents recorded. They are working with NZ Police; and
- A stakeholder and community open day will be held in February 2021 in Katikati with the view to hold similar events along the SH2 corridor.

SH2 Christmas/Summer holiday season

- Waka Kotahi are continuing with their Holiday Hotspots and Estimated Journey Times to help improve traffic flow on SH2 (including through Katikati) during the peak travel periods;

- These initiatives provide real-time travel information and offer options for motorists travelling during peak periods – encouraging alternative routes or travel at non-peak times;
- Waka Kotahi expect the Estimated Journey Times VMS boards to reduce the amount of traffic using SH2 by redirecting them onto SH27/29 and SH29/1; and
- To assist with traffic flow, the Katikati pedestrian crossing will also operate with a slightly extended wait time for pedestrians.

Katikati urban planning

- Waka Kotahi are working with Council, the Katikati Community Board and stakeholders to help build a vision for the future of the Katikati township;
- This project, being led by Council, is a pilot for the new One Network Framework designed to provide a common language for transport, land use and urban planning;
- The project aims to improve the safety and movement of people around the Katikati township;
- Focus on better understanding the 'place' and how people can see Katikati as a place to stop and visit; and
- Two workshops were held during 2020, with future workshops focussing on a concept plan for the town centre.

PUBLIC FORUM MEETING RECONVENED

RESOLUTION K20-6.3

Moved: Member B Warren

Seconded: Member K Sutherland

That the meeting reconvene in formal session at 7.45pm.

CARRIED

8 MINUTES FOR CONFIRMATION

8.1 MINUTES OF THE KATIKATI COMMUNITY BOARD MEETING HELD ON 14 OCTOBER 2020

The Board considered the minutes of the Katikati Community Board meeting held on 14 October 2020.

RESOLUTION K20-6.4

Moved: Cr C Humphreys

Seconded: Cr J Denyer

That the Minutes of the Katikati Community Board Meeting held on 14 October 2020, as circulated with the agenda, be confirmed as a true and accurate record.

CARRIED

9 REPORTS

9.1 CHAIRPERSONS REPORT - KATIKATI COMMUNITY BOARD - NOVEMBER 2020

The Board considered a report from the Chairperson. The Board took the report as read.

RESOLUTION K20-6.5

Moved: Member B Warren

Seconded: Cr J Denyer

That the Chairpersons Report dated 25 November 2020 titled 'Chairpersons Report – Katikati Community Board – November 2020' be received.

CARRIED

9.2 KATIKATI COMMUNITY BOARD COUNCILLORS REPORT - NOVEMBER 2020

The Board received a verbal report from Councillor Humphreys.

Councillor Humphreys gave a brief update on the below items:

- Continuing to seek feedback for the direction of the Community and Town Centre Plan;
- Workshop discussions regarding future subdivisions to further expand the growing population in Katikati;
- Councils decision to return Panepane Purakau to the local Hapū of Matakana Island; and
- Thanked Member Clements for his contribution and work on the Community and Town Centre Plans.

Councillor Denyer advised the Board that Council will be adopting the new speed limits bylaw in the coming month.

RESOLUTION K20-6.6

Moved: Member B Warren

Seconded: Member K Sutherland

That the Councillor's verbal report presented 25 November 2020 titled 'Katikati Community Board Councillors Report – November 2020' be received.

CARRIED

9.3 33 MIDDLEBROOK DRIVE - COMMUNITY LEASING

The Board considered a report from the Strategic Property Manager.

The Strategic Property Manager was in attendance to speak to this report, taking the report as read. The Board was advised that Council needed to go through a public consultation process to gather further Expressions Of Interest. Once this has taken place the Community Board will assess, recommending to Council the most appropriate interested parties.

RESOLUTION K20-6.7

Moved: Member J Clements

Seconded: Member B Warren

1. That the Strategic Property Manager's report dated 25 November 2020 titled '33 Middlebrook Drive' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.

THAT IT BE RECOMMENDED TO COUNCIL

3. That Council consults with the public in accordance with Section 138 and 82 of the Local Government Act 2002 on leasing the Property to community groups.
4. That Expressions Of Interest be called from community groups interested in co-locating on the Property.
5. That the call for Expressions Of Interest identify the MenzShed Katikati, Western Bay Museum, Katikati Community Vans and Katikati Community Patrol as interested community groups.
6. That the users of the Property lease the land on Council's usual terms and in accordance with Council's leasing policy.

CARRIED

9.4 INFRASTRUCTURE SERVICES REPORT KATIKATI COMMUNITY BOARD NOVEMBER 2020

The Board considered a report from the Deputy Chief Executive.

The Chairperson advised the Board that the roof on a bus stop had been taken, noting that this would be reported on in the local paper.

RESOLUTION K20-6.8

Moved: Member K Sutherland

Seconded: Cr J Denyer

That the Deputy Chief Executive's report dated 25 November 2020 titled 'Infrastructure Services Report Katikati Community Board - November 2020' be received.

CARRIED

9.5 FINANCIAL REPORT KATIKATI - OCTOBER 2020

The Board considered a report from the Management Accountant.

The Board took the report as read, with the Chairperson reminding the Board that the C.E Miller Estate reserve funds are restricted in use to the purpose of beautification projects within the Katikati township. The Board noted that this is something they could consider through the Community and Town Centre Plan.

The Strategic Property Manager noted that he would investigate the left hand side of the town centre to see what could potentially be done to help clean up and beautify the entrance way.

The Group Manager Finance and Technology Services reminded the Board that they should aim to spend their full budgets for the year, to avoid the funds going into reserves for the following year.

A member of the public noted that the laneway between the Four Square and Hall could do with some attention.

RESOLUTION K20-6.9

Moved: Member B Warren
Seconded: Cr J Denyer

That the Management Accountant's report dated 25 November 2020 titled 'Financial Report Katikati – October 2020' be received.

CARRIED

9.6 COUNCIL, STANDING COMMITTEES AND COMMUNITY BOARD MEETINGS

The Board considered a schedule of meetings for December 2020, January 2021 and February 2021.

RESOLUTION K20-6.10

Moved: Member K Sutherland
Seconded: Cr C Humphreys

That the schedule of meetings for December 2020, January 2021 and February 2021, be received.

CARRIED

The Meeting closed at 8.08pm.

The minutes of this meeting were confirmed at the Katikati Community Board held on 3 February 2021.

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Member B Warren
CHAIRPERSON

9 REPORTS

9.1 COUNCIL DECISION ON KATIKATI COMMUNITY BOARD RECOMMENDATION - 33 MIDDLEBROOK DRIVE - COMMUNITY LEASING

File Number: A3956103

Author: Pernille Osborne, Senior Governance Advisor - Community Boards

Authoriser: Jan Pedersen, Group Manager People And Customer Services

EXECUTIVE SUMMARY

At the Council Meeting (C20-15) held on 17 December 2020, Council considered a report relating to the expressions of interest and concept plan for development of the property 33 Middlebrook Drive.

RECOMMENDATION

That the Senior Governance Advisor's report dated 3 February 2021 titled 'Council Decision on Katikati Community Board Recommendation – 33 Middlebrook Drive – Community Leasing' be received.

BACKGROUND

1. The following is the decision from Council based on the recommendations put forward by the Katikati Community Board.

Remit from the Committee

C20-15 Council Meeting 17 December 2020

10.4 RECOMMENDATORY REPORT FROM KATIKATI COMMUNITY BOARD – 33 MIDDLEBROOK DRIVE - COMMUNITY LEASING - NOVEMBER 2020

Council considered a report from the Senior Governance Advisor. The Deputy Chief Executive gave a brief introduction to the report.

RESOLUTION C20-15.1

Moved: Cr J Denyer

Seconded: Cr A Henry

1. That the Senior Governance Advisor's report dated 17 December 2020 titled 'Recommendatory Report from Katikati Community Board – 33 Middlebrook Drive – Community Leasing – November 2020' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That Council consults with the public in accordance with Section 138 and 82 of the Local Government Act 2002 on leasing the Property to community groups.
4. That Expressions of Interest be called for from community groups interested in co-locating on the Property.

5. That the call for Expressions of Interest identify the MenzShed Katikati, Western Bay Museum, Katikati Community Vans and Katikati Community Patrol as interested community groups.
6. That the users of the Property lease the land on Council's usual terms and in accordance with Council's leasing policy.

CARRIED

9.2 CHAIRPERSONS REPORT - KATIKATI COMMUNITY BOARD - FEBRUARY 2021

File Number: A3970374

Author: Ben Warren, Community Board Member

Authoriser: Gary Allis, Deputy Chief Executive

RECOMMENDATION

That the Chairpersons Report dated 3 February 2021, titled 'Chairpersons Report – Katikati Community Board – February 2021', be received.

BACKGROUND

9.2.1 Avocado Festival 2021

Organisers were happy with the Festival this year, receiving positive feedback. There was a large variety of vendors, the performers were engaging, and people were up dancing and enjoying themselves. The numbers were down on the 2020 bumper festival, however this was attributed to an unfortunate clash of local events, which will be addressed next year. Volunteer support was very good with many extra hands available from the Recreation Centre sports groups, it was wonderful to see so many teenagers there to help our ever dependable Lions members.

9.2.2 Katikati Town Centre and Katikati Community Plans

Katikati Community Board and Boffa Miskell Ltd.

After the initial round of engagement and information gathering over the last four months, the draft Community and Town Centre plans are in the process of being developed. These draft plans should be available for the Community Board to work through initially and then share with the reference group and the wider community over the next 4-6 weeks. Community groups and individuals will have the opportunity to provide feedback and shape the further direction of the process and refine the key ideas and themes that are coming through.

We would like the plan to really reflect our community and provide guidance for council as well as being a practical tool to help identify and prioritise future developments within the community. (NH)

9.2.3 New Zealand Transport Agency (NZTA) and Traffic road works

There have been a number of days with delays caused by the road works and not just the normal influx of Christmas & New Years traffic. NZTA have apologised for some bad planning including asphaltting on one the hottest days of summer. This saw ridiculous and unreasonable delays. The cost to locals and local businesses does not appear to be on the NZTA radar. Suggestions that a closer look at the logistics, as well as planning major work overnight might be a step in the right direction. Locals have reported the chopping and changing of speed limits in the highways to be confusing and not clearly displayed in many areas.

9.2.4 Destruction of Council Building and Cricket Club Grounds Equipment.

The suspicious fire that burnt down the Councils Green Shed at Moore Park and destroyed over \$40,000 worth of grounds equipment belonging and donated to the Katikati Cricket Club was devastating for this local sports group. Police and Fire investigations are all pointing to a forced entry and arson. Police CIB believe an accelerant was used and the fact that the rear door was broken into and an old lawnmower stolen are incriminating factors. The Fire Investigation team has all but ruled out an electrical fault due to the power not being connected and other circumstances. Vandals also smashed a window on the local Middlebrook bus shelter on the same night. The fire occurred in the early hours of a Sunday morning.

No information as to who may have caused this damage has yet come forward, resulting in a local business person offering a \$1000 reward for information leading to identifying the culprits.

The Council is investigating making an Insurance claim for the building, although the contents were not insured. The cricket club has received some good support towards helping replace the lost equipment with nearly \$10,000 raised on the Givealittle page and other businesses and Bay of Plenty cricket groups donating \$6,000 to date. The club needs to raise more than \$40,000 to replace the equipment.

9.2.5 Long Term Plan Submissions;

The formal consultation will likely occur in March/April this year. Submissions from public community groups are still welcome.

9.3 COUNCILLORS REPORT - KATIKATI COMMUNITY BOARD - FEBRUARY 2021**File Number: A3967822****Author: James Denyer, Councillor****Authoriser: Gary Allis, Deputy Chief Executive****RECOMMENDATION**

That the Councillor's report dated 3 February 2021 titled 'Councillors Report – Katikati Community Board – February 2021' be received.

BACKGROUND

Council completed the partial speed review and adopted the Speed Limits Bylaw 2020 on 17 December 2020. This will become effective from 29 March 2021, reducing the speed limit on a number of roads in the Katikati area. It also introduces a variable speed limit of 40km/hr outside Katikati Primary School and Katikati College at the start and end of the school day.

The Policy Committee adopted the Lund Road Reserve Concept Plan on 1 December 2020. This paves the way for the reserve – now renamed the Waitekohekohe Reserve – to be upgraded with equestrian and mountain biking trails, along with associated car parks and other infrastructure. In light of concerns raised during the submissions process, the Committee also approved for staff to work with partners to manage and enhance the significant ecological features in the reserve, and for a member of the Council's Transportation team to review and monitor the use of Thompsons Track.

Formal approval has now been given by Council for the organisers of the Katikati Avocado Food and Wine Festival to lease a site for a storage container in a corner of the Uretara Domain, thereby supporting this ever-growing and popular event.

Progress has also been made on a proposal presented to the Katikati Community Board to lease a portion of 33 Middlebrook Drive opposite Moore Park to MenzShed Katikati, Western Bay Museum, Katikati Community Vans and Katikati Community Patrol working collaboratively on the site. Council will now consult with the public in accordance with the Local Government Act and seek Expressions of Interest from other community groups.

Lastly, Council is continuing to work towards signing off the Long-Term Plan by mid-year. This will represent the culmination of a huge amount of work. Look out for the start of formal consultation on the LTP in the next couple of months.

9.4 KATIKATI COMMUNITY BOARD - ANZAC DAY COMMEMORATION 2021**File Number:** A3971021**Author:** Pernille Osborne, Senior Governance Advisor - Community Boards**Authoriser:** Jan Pedersen, Group Manager People And Customer Services**EXECUTIVE SUMMARY**

The Katikati Community Board is required to make a decision regarding attendance and presentation of a wreath at the ANZAC Service at Katikati on ANZAC Day, Sunday 25 April 2021.

RECOMMENDATION

1. That the Senior Governance Advisor's report dated 3 February 2021 titled 'Katikati Community Board – Anzac Day Commemoration 2021', be received.
2. That the Katikati Community Board provide / do not provide a wreath for the ANZAC Day Service, to be paid from the Katikati Community Board Contingency Account (up to the value of \$200).
3. That represent Katikati Community Board at the ANZAC Day Service at Katikati on 25 April 2021.

BACKGROUND

Community Boards participate in ANZAC Day Services in their respective areas. Community Board Chairpersons are requested to liaise with their appointed Board Councillors to co-ordinate the representation at services across the Western Bay of Plenty District Council region on Sunday 25 April 2021.

SIGNIFICANCE AND ENGAGEMENT

The Local Government Act 2002 requires a formal assessment of the significance of matters and decisions in this report against Council's Significance and Engagement Policy. In making this formal assessment there is no intention to assess the importance of this item to individuals, groups, or agencies within the community and it is acknowledged that all reports have a high degree of importance to those affected by Council decisions. The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.

In terms of the Significance and Engagement Policy this decision is considered to be of low significance because it does not meet the threshold of the significance policy.

ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication
Katikati Returned Services Association	Governance Services will inform the Katikati Returned Services Association of the Katikati Community Board representatives attending the Katikati ANZAC Services to be held on 25 April 2021.

General Public	No consultation is planned. The report recommendation and Community Board decision are publicly available.
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ISSUES AND OPTIONS ASSESSMENT

<p style="text-align: center;">Option A To fund an ANZAC Wreath</p>	
<p>Assessment of advantages and disadvantages including impact on each of the four well-beings</p> <ul style="list-style-type: none"> • Economic • Social • Cultural • Environmental <p>Costs (including present and future costs, direct, indirect and contingent costs).</p>	<p>Each Community Board has funded the cost of an ANZAC Day Wreath in previous years. The cost of a wreath is considered to be minor and provides economic, social and cultural support to the community for this event. The wreath will be prepared by a local florist. There would be no environmental impact.</p>
<p style="text-align: center;">Option B To not fund an ANZAC Day Wreath</p>	
<p>Assessment of advantages and disadvantages including impact on each of the four well-beings</p> <ul style="list-style-type: none"> • Economic • Social • Cultural • Environmental <p>Costs (including present and future costs, direct, indirect and contingent costs).</p>	<p>The Community Board may choose to not fund an ANZAC Day Wreath. This would not provide the same level of economic, social and cultural support to the community for this event. There would be no environmental impact.</p>

STATUTORY COMPLIANCE

The Board has delegation to allocate funding from their Corporate Budget – Contingency Account.

FUNDING/BUDGET IMPLICATIONS

Budget Funding Information	Relevant Detail
Up to \$200.00 allocated from the Board Contingency Account	The Funding of up to \$200.00 for a wreath to be laid by Katikati Community Board Representatives on ANZAC Day 2020.

9.5 INFRASTRUCTURE SERVICES REPORT KATIKATI COMMUNITY BOARD FEBRUARY 2021

File Number: A3942146

Author: Gary Allis, Deputy Chief Executive

Authoriser: Gary Allis, Deputy Chief Executive

EXECUTIVE SUMMARY

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

RECOMMENDATION

1. That the Deputy Chief Executive's report dated 3 February 2021 titled 'Infrastructure Services Report Katikati Community Board February 2021', be received.

ROADING

Transportation - Road Improvements LED Lighting

Description: Council owns and operates 2500 streetlights on local roads. Close to 100 of these are LED. Installation of LED lights reduces power consumption by 60%. Cost reduction is on the energy charges as line charges are a fixed fee. NZTA is offering an 85% subsidy to invest in the street light conversion, conditional upon it being completed by June 2021. Council has decided to participate in this.

What's Happened

The LED lighting conversion commenced in Omokoroa in August 2020, with work progressing to Katikati and Waihi Beach.

WestLink has commenced the installation of the replacement LED lighting attached to the standard streetlight poles or on outreach arms attached to power poles.

The work involves removing the old luminaires and replacing them with the new LED units.

It is anticipated that some existing pole replacements will be required due to their age and condition.

What's Next

WestLink expect to have much of the LED upgrading in Omokoroa, Katikati and Waihi Beach completed by January - February 2021.

Transportation - Katikati Community Roothing

Description: Develop and implement the community roading plan approved by the Katikati Community Board.

Katikati Community Board Roothing Current Account	Project Cost \$	NZTA Funding MIP LC/LR \$	Katikati Community Board \$	Status
Current Account Opening Balance 1 July 2020			66,414	
Allocation for 2020/21			162,442	
Interest 2021			6,084	
Subtotal			234,940	
Completed Projects				
Henry Road Footpath with Kerb & Channel Option 2	124,099	-	124,099	2.5m footpath with kerb & channel
Earl Drive Parking Improvements (2018/19/20/21)	325,000	-	325,000	Parking footpath, kerb & channel
Less Paid to date 30/6/2020 \$223,364.70	(223,365)		(223,365)	
Subtotal			225,734	
Committed Projects (for 2021)				
Nil			-	
Total Committed Projects			-	
Forecasted Current Account Closing Balance 30 June 2021 (Deficit)			9,206	

State Highway 2 Options Assessment

The project that is working with Waka Kotahi on options for the State Highway through the town will commence in February 2021.

ASSET & CAPITAL

Highfields Stormwater Pond Development Trial

Description: Trial to convert the Highfields Stormwater Pond from a dry pond to a permanent wet pond/lake.

What's Happened

The pond is performing well at the current settings. The consent status has been agreed with BOPRC at that level.

What's Next

Discussions have been held regarding the potential and cost to lower part of the pond by 300mm, to flatten the bank profile and create two wetland areas. This plan will be developed over the next couple of months.

UTILITIES

Solid Waste - Kerbside Waste Services

Description: To implement three options for the management of kerbside collection services. They are kerbside collection, commercial services, and rural recycling drop off points.

Kerbside rubbish and recycling services contract awarded and on track for implementation on 1 July 2021. Council's media campaign to commence early February explaining the service to residents.

Suitable rural recycling drop-off sites are being investigated. In the meantime a fortnightly mobile rural drop-off recycling trial is continuing in Pongakawa at the BP service station.

RESERVES

Haiku Park - Develop Leased Area between Haiku Reserve, Donegal Place and Henry Road Cycle Trail

Description: Develop leased area previously used for grazing horses.

Staff met with adjoining residents on 8 January 2021 to listen to their feedback on opportunities to improve the reserve.

What's Next

Staff will also have similar discussions with the Community Board, Tangata Whenua, Uretara Estuary Managers Group and Katikati Taiao to seek their feedback on improvements to the reserve.

A "Draft" Concept Plan will be prepared based on the feedback from the initial round of consultation, prior to seeking further feedback on the draft plan.

Katikati Foreshore Reserves Walkway Extension

Description: Walkway Extension

What's Happened

The orange mesh handrail has been replaced with a permanent structure during the installation of geotextile filter cloth and rocks on top of the cloth to complete the edge.

What's Next

This project is now complete.

Park Road, Beach Road, Katikati Reserve Upgrade

Description: Engagement, prepare concept and construction.

What's Happened

All physical works completed and the reserve naming process is to be carried out in early/mid 2021.

What's Next

The reserve naming process to be worked through. Preliminary discussions have been held with representatives of Ngai Tamawhariua over naming options

The artworks process (to add a mural design to the power box) is being lead by Katch Katikati who have been seeking mural submissions.

Yeoman Walkway / Culvert / Erosion Protection

Description: Yeoman Walkway / Culvert / Erosion Protection Works.

What's Happened

The Resource Consent application submitted to the Regional Council is still under review and are waiting on their approval. Staff have followed up on why there continues to be a delay to the Resource Consent being issued. BOPRC has advised that the Consent should be issued before the end of January 2021.

What's Next

Once the Regional Council has approved the consent then works will be priced to meet the current market.

Reserves - Katikati Moore Park Development

Description: Completion of field development and associated infrastructure.

What's Happened

The new sports field couch turf outfield has been established. Katikati Cricket is also preparing their new clay wicket block for the current playing season.

The large storage shed on site, used by Cricket and Football for storing equipment and machinery, was recently destroyed by fire; including all contents. Council has submitted an insurance claim for the building but the contents owned by others was not insured.

Development / design of the small subdivision at the southern end of Moore Park is being managed by the Strategic Property Manager.

What's Next

The maintenance period for the new sports field has been completed and the area will be added to Council's Reserve Maintenance Contract, until such time as future maintenance arrangements have been made with the Cricket Club, once they have purchased new mowing equipment to replace the equipment that was lost in the fire. Council will continue to support the Cricket Club as it recovers from the impact of the fire.

Reserves - Cemetery Katikati Waihi Beach Ward

Description: Develop cemetery to meet demand.

What's Happened

Staff have met with Ngai Tamawhariua on site to look at the plan for a combined Urupa/Cemetery development.

What's Next

Continue working with Ngai Tamawhariua on planning processes for new Urupa/Cemetery land adjoining Sapphire Springs.

ATTACHMENTS

1. **MAS Katikati Community Board February 2021.pdf** [↓](#) 

Division: Infrastructure Services Group
 Committee: Katikati Community Board
 Officer:

Date From:
 Date To:

Printed: 15 January 2021

Action Sheets Report

Meeting	Officer/Director	Section	Subject
Katikati Community Board 11/10/2017 January 2021: The resource consent application submitted to Regional Council is still under review. Staff are waiting on approval, once the Regional Council has approved the consent, works will then be priced to meet the current market. November 2020: No changes to the previous update. Council are continuing to pursue the matter. September 2020: Staff have written to the Regional Council on several occasions seeking an update on the issuing of the Resource Consent. To date, there has been no timeframe given. Staff will continue to pursue the matter. July 2020: Staff are conscious there has been some misinterpretation of the status of the Resource Consent for this project. Staff can confirm that good progress is being made to satisfy the BOP Regional Council's requirements for the engineering design of the "Rock-Rip-Rap", which is required to prevent scour around the bridge foundations during the ebb and flow of the tide. The flood modelling has been completed at Regional Council's cost. The modelling outcome identifies that the proposed new bridge does not exacerbate any existing flood issues. As previously reported, staff note the following: <ul style="list-style-type: none"> • The flat track bridge has been ordered • The rock protection works to prevent scour by the tide has been scoped up and priced • The Regional Council are assisting with the Resource Consent process (Note: Resource Consent is required as the site is in the Coastal Marine area) • Work can commence once the Resource Consent has been granted by Bay of Plenty Regional Council • It is difficult to provide a specific timeframe • Staff are conscious of the Board's concerns around further erosion and risk to the walkway. July 2019: The Resource Consent is being lodged. May 2019: The Resource Consent is being finalised ready for submission to Bay of Plenty Regional Council. April 2019: The adjoining owner's planning consultant has now written to Council raising a number of issues relating to the proposal. Staff are working through the issues with the planning consultant.	Watson, Peter	Reports	Bird Walk Erosion

Division: Infrastructure Services Group
Committee: Katikati Community Board
Officer:

Date From:
Date To:

Printed: 15 January 2021

Action Sheets Report

March 2019:

Staff have been in discussion with the adjoining owner, who has advised that they have no objection to the proposed bridge installation.

With regards to timeframe, staff comments as follows:

- The flat track bridge has been ordered
- The rock protection works to prevent scour by the tide has been scoped up and priced
- The Regional Council are assisting with the Resource Consent process (Note: Resource Consent is required as the site is in the Coastal Marine area)
- Work can commence once the Resource, Consent has been granted by Bay of Plenty Regional Council
- It is difficult to provide a specific timeframe
- Staff are conscious of the Board's concerns around further erosion and risk to the walkway.

Jan 2019:

A draft design of the structure is underway and will be provided to the adjoining owner for comment as part of the consenting process.

Nov 2018:

The site meeting took place in October with the preferred outcome being to install a bridge as opposed to culverts.

Staff are currently liaising with the adjoining property owner, who, as an affected party for any consent, will need to agree to the bridge option.

Subject to neighbours' approval, work can then commence on applying for the necessary consents.

Sept 2018:

A site meeting has been scheduled for early October 2018.

August 2018:

Staff have had a preliminary meeting with the owner of the adjoining wetland to discuss the need to manage the erosion issued.

A site meeting is being arranged with the Board Chair, Uretara Estuary Managers Group, WBODC and BOPRC staff to consider the best solution.

June 2018:

Council have adopted the 2018/28 Long Term Plan (LTP), which includes \$75k of project funding.

WBOPDC staff will work with BOPRC staff in obtaining the necessary Consents required for the proposed work.

An update on the draft design will be provided to the Board in due course.

May 2018:

Email update from the Reserves & Facilities Manager provided to the Community Board on 2 May 2018 advising of the current situation of the culvert and erosion issues.

Staff have subsequently prepared an internal submission to the 2018/28 Long Term Plan for \$75k to be budgeted to obtain the required Consents and to install two culverts.

Division: Infrastructure Services Group
Committee: Katikati Community Board
Officer:

Date From:
Date To:

Printed: 15 January 2021

Action Sheets Report

April 2018:

Staff continue to work with the Bay of Plenty Regional Council staff on erosion issues. Consideration is being given to put a floodgate on the culvert.

Feb 2018:

A site meeting is still being arranged.

January 2018:

No change to previous update.

Nov 2017:

Staff have met with the BOP Regional Council to discuss the proposed erosion protection works. It was concluded, based on water flow modelling, that the existing pipe was undersized and needed to be replaced with two larger pipes in order to reduce the water velocity as it flows with the tides. Reducing the velocity of flow ultimately reduces the erosion.

WBOPDC and BOPRC staff are arranging to meet the owner of the adjoining wetland to discuss the matter further.

Division: Infrastructure Services Group
Committee: Katikati Community Board
Officer:

Date From:
Date To:

Printed: 15 January 2021

[Action Sheets Report](#)

Meeting	Officer/Director	Section	Subject
Katikati Community Board 12/08/2020	Watson, Peter	Reports	Haiku Park – Develop Leased Area between Haiku Reserve, Donogal Place and Henry Road Cycle Trail (Infrastructure Services Report Katikati Community Board August 2020)
<p>Haiku Park – Develop Leased Area between Haiku Reserve, Donogal Place and Henry Road Cycle Trail Council are currently working on a concept plan for the site. Councillor Henry advised the Board that the Reserves and Facilities Manager would consult with residents in the street and owners of the houses whose fences are affected.</p> <p>January 2021: Council have completed a basic concept plan for discussion with the surrounding property owners. Staff will advise the adjoining property owners and the programme works.</p> <p>November 2020: The preliminary engagement is planned to take place in January/February 2021.</p> <p>September 2020: Haiku Park - Develop Leased Area between Haiku Reserve, Donegal Place and Henry Road Cycle Trail;</p> <p>Due to other project workload, the concept plan implementation has been delayed until Autumn 2021, subject to project funds being approved.</p> <p>In the meantime, staff intend on undertaking some preliminary engagement with Tangata Whenua, the Estuary Managers and Katikati Taio as part of the development of a draft concept plan for Donegal Place Reserve (also known as the Mills Block).</p> <p>The adjoining property owners will be involved in the preliminary engagement process.</p> <p>A 'Draft' concept plan will be prepared based upon the preliminary feedback, before seeking wider public feedback.</p>			

9.6 FINANCIAL REPORT KATIKATI - DECEMBER 2020**File Number: A3970237****Author: Sarah Bedford, Management Accountant****Authoriser: Maria Palmer, Acting - Finance Manager****EXECUTIVE SUMMARY**

This report provides the Community Board with a two-monthly monitoring of its operational budget.

Attached are the financial statements for the period ended 31 December 2020 (**Attachment 1**).

Total operational costs are under budget year to date. Two budget lines are over budget year to date being Salaries and Security however, these are still under full year budget.

Grant payments made to date:

Description	\$
No transactions to date	0
2020/21 grants to date	0

C.E. Miller Estate reserve:

Description	\$
2020/21 Opening balance	14,888
No transactions to date	0
2020/21 Closing balance	14,888

Committed – Operational expenditure

Resolution	Account	Description	\$
K20-5.5	Contingency	Funding up to \$500 to 3129 Graphic Design for marketing and promotion relating to town and Community plan.	500
	Total outstanding operational commitments		500

2020/21 reserve analysis:

Resolution	Description	\$
	2020/21 Opening balance	75,424
	No transactions to date	0
	2020/21 Closing balance	75,424

Committed - Reserve expenditure

Resolution	Description	\$
	Opening balance before committed expenditure	75,424
C20-10.21	Committed \$49,000 (plus GST) to engage an independent contractor (Boffa Miskell) to review the Katikati Community and Town Plan.	(49,000)
	2020/21 Closing balance after committed expenditure	26,424

RECOMMENDATION

That the Management Accountant's report dated 3 February 2021, titled 'Financial Report Katikati – December 2020', be received.

ATTACHMENTS

1. **Katikati Financials - December 2020**  

Western Bay of Plenty District Council Income and Expenditure Statement For the period ended 31 December 2020						
Katikati Community Board						
	Year to Date				Full Year	Last Year
	Actual \$	Budget \$	Variance (Unfav)/Fav \$		Budget \$	Actual \$
Direct Costs						
Additional Levels of Service	0	0	0	<input checked="" type="checkbox"/>	0	0
Conference Expenses	0	1,002	1,002	<input checked="" type="checkbox"/>	2,000	0
Contingency - [see breakdown below]	0	1,002	1,002	<input checked="" type="checkbox"/>	2,000	508
Grants	0	4,002	4,002	<input checked="" type="checkbox"/>	8,000	4,000
Mileage Allowance	0	1,002	1,002	<input checked="" type="checkbox"/>	2,000	1,789
Salaries	14,818	14,132	(686)	<input checked="" type="checkbox"/>	28,070	28,222
Security	3,498	3,252	(246)	<input checked="" type="checkbox"/>	6,500	5,912
Street Decoration	0	2,250	2,250	<input checked="" type="checkbox"/>	4,500	2,630
Inter Department Charges	19,584	19,584	0	<input checked="" type="checkbox"/>	39,169	39,168
Total Operating Costs	37,900	46,226	8,326	<input checked="" type="checkbox"/>	92,239	82,229
Interest Expense	0	0	0	<input checked="" type="checkbox"/>	0	0
Depreciation	0	0	0	<input checked="" type="checkbox"/>	0	0
Total Direct Costs	37,900	46,226	8,326	<input checked="" type="checkbox"/>	92,239	82,229
Costs Allocated	0	0	0	<input checked="" type="checkbox"/>	0	0
Costs Recovered	0	0	0	<input checked="" type="checkbox"/>	0	0
Total Costs	37,900	46,226	8,326	<input checked="" type="checkbox"/>	92,239	82,229
Income						
Financial Contributions	0	0	0	<input checked="" type="checkbox"/>	0	0
Interest Received	0	0	0	<input checked="" type="checkbox"/>	0	0
Other Income	0	0	0	<input checked="" type="checkbox"/>	0	0
Rate Income	46,122	46,122	0	<input checked="" type="checkbox"/>	92,239	94,491
Service Charges	0	0	0	<input checked="" type="checkbox"/>	0	0
Subsidies & Grants	0	0	0	<input checked="" type="checkbox"/>	0	0
User Fees	0	0	0	<input checked="" type="checkbox"/>	0	0
Total Direct Income	46,122	46,122	0	<input checked="" type="checkbox"/>	92,239	94,491
Net Cost of Service	8,222	(104)	8,326	<input checked="" type="checkbox"/>	0	12,262
Contingency - breakdown						
No transactions to date	0			<input checked="" type="checkbox"/>	<i>Favourable Variance</i>	
Year to date contingency costs	0			<input checked="" type="checkbox"/>	<i>Non Favourable Variance</i>	
Community Board Reserves						
Opening Balance - Surplus (Deficit)	75,424					
No transactions to date	0					
(Decrease) Increase in year	0					
Closing Balance - Surplus (Deficit)	75,424					
Town Centre Development Reserves						
Opening Balance - Surplus (Deficit)	389,445					
No transactions to date	0					
(Decrease) Increase in year	0					
Closing Balance - Surplus (Deficit)	389,445					
CE Miller Estate Restricted Reserves						
Opening Balance - Surplus (Deficit)	14,888					
No transactions to date	0					
(Decrease) Increase in year	0					
Closing Balance - Surplus (Deficit)	14,888					

9.7 COUNCIL, STANDING COMMITTEES AND COMMUNITY BOARD MEETINGS

File Number: A3970347

Author: Pernille Osborne, Senior Governance Advisor - Community Boards

Authoriser: Barbara Whitton, Customer Services and Governance Manager

RECOMMENDATION

That the schedule of meetings for February, March and April 2021, be received.

ATTACHMENTS

1. **Council, Standing Committees and Community Board Meetings February 2021 - April 2021** [!\[\]\(db3b6a4105578dfb1724b2b4978e8fc8_img.jpg\)](#) [!\[\]\(b9d7305e6f9d90cf8adfdd82454a9645_img.jpg\)](#)

**Western Bay of Plenty District Council
Draft Meeting Schedule 2021**

FEBRUARY 2021			
Auckland Anniversary Day – 1 February			
Meeting	Date	Time	Venue
Performance and Monitoring Committee	2 February	9.30am	Chambers
Katikati Community Board	3 February	7.00pm	The Centre – Pātuki Manawa
Waitangi Day - 6 February (observed 8 February)			
Council	9 February	1.00pm	Chambers
Maketu Community Board	9 February	7.00pm	Maketu Community Centre
Te Puke Community Board	11 February	7.00pm	Te Puke Library and Service Centre
Māori Partnership Forum	15 February	10.00am	Chambers
Omokoroa Community Board	16 February	7.00pm	Omokoroa Library and Service Centre
Long Term Plan Committee	18 February	9.30am	Chambers
Policy Committee	18 February	1.00pm	Chambers
Regional Transport Committee	19 February	9.30am	BOPRC Tauranga
Waihi Beach Community Board	22 February	6.30pm	Waihi Beach Community Centre
Council	25 February	9.30am	Chambers
Audit and Risk Committee	25 February	1.30pm	Chambers
MARCH 2021			
Meeting	Date	Time	Venue
District Plan Committee (if required)	2 March	9.00am	Chambers
Katikati/Waihi Beach Ward Forum	2 March	7.00pm	TBC
District Plan Committee (if required)	3 March	9.00am	Chambers
Waiari Kaitiaki Advisory Group	10 March	9.30am	TBC
Kaimai Ward Forum	11 March	7.00pm	TBC
Performance and Monitoring Committee	16 March	9.30am	Chambers

Maketu/Te-Puke Ward Forum	16 March	7.00pm	TBC
SmartGrowth Leadership Group	17 March	9.30am	BOPRC Tauranga
District Licensing Committee Hearing	17 March	9.30am	Chambers
Public Transport Committee	18 March	9.30am	BOPRC Tauranga
District Licensing Committee Hearing	19 March	9.30am	Chambers
Policy Committee	23 March	9.30am	Chambers
Citizenship Ceremony	30 March	10.00am	Chambers
Katikati Community Board	31 March	7.00pm	The Centre – Pātuki Manawa
APRIL 2021			
Meeting	Date	Time	Venue
Good Friday - 2 April, and Easter Monday - 5 April			
Maketu Community Board	6 April	7.00pm	Maketu Community Centre
Council	8 April	9.30am	Chambers
Te Puke Community Board	8 April	7.00pm	Te Puke Library and Service Centre
Tauranga Moana Advisory Group	9 April	9.30am	BOPRC Tauranga
Māori Partnership Forum	12 April	10.00am	Chambers
District Plan Committee (if required)	13 April	9.00am	Chambers
Regional Transport Committee	13 April	9.30am	BOPRC Tauranga
Omokoroa Community Board	13 April	7.00pm	Omokoroa Library and Service Centre
Regulatory Hearings Committee (if required)	14 April	9.00am	Chambers
Regional Transport Committee	14 April	9.30am	BOPRC Whakatane
Regional Transport Committee	15 April	9.30am	TBC (Rotorua)
Waihi Beach Community Board	19 April	6.30pm	Waihi Beach Community Centre
Citizenship Ceremony	20 April	10.00am	Chambers
ANZAC Day – 26 April (observed)			
Performance and Monitoring Committee	27 April	9.30am	Chambers