

Mā tō tātou takiwā  
**For our District**

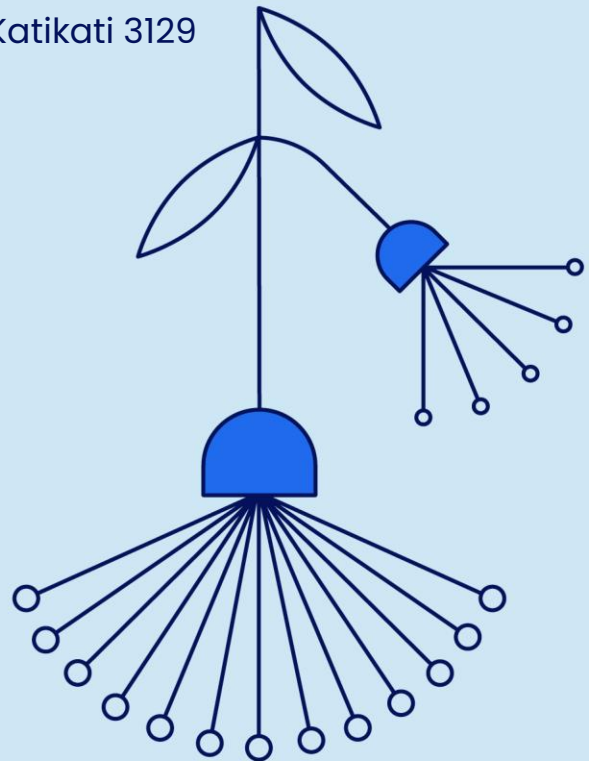
## **KatiKati Community Board**

Poari Hapori

K22-4

Wednesday, 20 July 2022, 7.00pm

The Centre. Pātuki Manawa, 21 Main Road, Katikati 3129



# Katikati Community Board

## Membership:

<b>Chairperson</b>	Ben Warren
<b>Deputy Chairperson</b>	Neil Harray
<b>Members</b>	John Clements Kate Sutherland Cr James Denyer Cr Allan Sole
<b>Quorum</b>	3
<b>Frequency</b>	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 Centre. Pātuki Manawa, 21 Main Road, Katikati 3129 on:  
 Wednesday, 20 July 2022 at 7.00pm

## Order Of Business

<b>1</b>	<b>Present .....</b>	<b>5</b>
<b>2</b>	<b>In Attendance.....</b>	<b>5</b>
<b>3</b>	<b>Apologies .....</b>	<b>5</b>
<b>4</b>	<b>Consideration of Late Items.....</b>	<b>5</b>
<b>5</b>	<b>Declarations of Interest .....</b>	<b>5</b>
<b>6</b>	<b>Public Excluded Items.....</b>	<b>5</b>
<b>7</b>	<b>Public Forum.....</b>	<b>5</b>
<b>8</b>	<b>Minutes for Confirmation .....</b>	<b>6</b>
8.1	Minutes of the Katikati Community Board Meeting held on 25 May 2022 .....	6
<b>9</b>	<b>Reports .....</b>	<b>16</b>
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9.5	Council, Standing Committees and Community Board Meetings .....	83

**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 MAY 2022**

**File Number:** A4626192

**Author:** Pernille Osborne, Senior Governance Advisor – Board Secretary

**Authoriser:** Carolyn Bennett-Ouellet, Customer Service and Governance Team Leader

#### **RECOMMENDATION**

That the Minutes of the Katikati Community Board Meeting held on 25 May 2022 as circulated with the agenda be confirmed as a true and correct record.

#### **ATTACHMENTS**

- 1. Minutes of the Katikati Community Board Meeting held on 25 May 2022**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
KATIKATI COMMUNITY BOARD MEETING NO. K22-3  
HELD IN THE CENTRE. PĀTUKI MANAWA, 21 MAIN ROAD, KATIKATI 3129  
ON WEDNESDAY, 25 MAY 2022 AT 7.00PM**

## **1 PRESENT**

Chairperson B Warren, Member J Clements, Member K Sutherland, Cr J Denyer and Cr A Sole

## **2 IN ATTENDANCE**

J Graham (Acting General Manager Corporate Services), P Watson (Reserves and Facilities Manager), A Hall (Roading Engineer West), D Pearce (Community Manager), J Osborne (Governance Support Administrator) and P Osborne (Senior Governance Advisor – Board Secretary)

40 Members of the public, including Councillor Don Thwaites

## **3 APOLOGIES**

### **APOLOGY**

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#### **RESOLUTION K22-3.1**

Moved: Member K Sutherland

Seconded: Cr A Sole

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

**CARRIED**

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## **4 CONSIDERATION OF LATE ITEMS**

The Chairperson noted that the Board would like to discuss the grant application previously presented to the Board from Road Safety Education noting that, due to COVID-19, they have had to re-schedule their delivery date from 2022 to 2023.

## **3 DECLARATIONS OF INTEREST**

Members were advised that if they had an interest (actual, potential, 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 they were advised to withdraw from the meeting table for the item. [As per the Local Authorities (Member's Interest) Act 1968].

- Chairperson Warren advised that he had a declaration of interest regarding report number 9.4 Katikati Community Board Grant Applications – May 2022 in relation to the Katikati Football Club application.
- Member Sutherland advised that she had a declaration of interest regarding report number 9.4 Katikati Community Board Grant Applications – May 2022 in relation to the Katikati Football Club application.

#### **4 PUBLIC EXCLUDED ITEMS**

Nil

#### **5 PUBLIC FORUM**

##### **Ron Louden – Chairman of Fairview Estate Society**

Mr Louden provided the Board with an overview on the speed limit around Fairview Estate. On behalf of the Society, Mr Louden requested the speed limit be dropped further, due to the age of residents/pedestrians, and that golf carts are often using the road. The Society would like to see the speed limit reduced to at least 30km/h.

The Roading Engineer noted that this could be reviewed, during the Speed Limit Bylaw Review.

##### **Keith Hay – Katikati-Waihi Beach Residents and Ratepayers Association**

Mr Hay was in attendance to speak to the Board regarding the Haiku Park concept plan, noting he did not believe any consultation had taken place, with any community groups, prior to the plan being developed.

##### **Tessa Blackett – Yeoman Walkway to Park Road Reserve Pathway**

Ms Blackett was in attendance to speak to the Board regarding the Yeoman Walkway to Park Road Reserve Pathway. Ms Blackett formally withdrew her letter to Council sent 24 May 2022, and provided the Board with a rationale as to what she believed should have been presented to the Councillor's, prior to their decision being made at the Performance and Monitoring Committee meeting held Thursday 5 May 2022.

##### **David Marshall – Katikati Community Plan**

Mr Marshall was in attendance to speak to the Board regarding his submission on behalf of Tauranga and Western Bay of Plenty Grey Power on the Draft Katikati Community Plan. Mr Marshall noted it was great to see the completion of the Katikati Community Plan, however he was of the belief that it lacked community perspective from a social viewpoint, and hoped this gap could be addressed.



**Val Baker – Cemetery Issue**

Ms Baker was in attendance to speak to the Board regarding the maintenance of the cemetery, including some background into the original arrangement. She provided the Board with some photos that highlighted the two main issues; the agapanthus, and the need for some signage on what should and should not be used to clean the headstones.

**Ewen Luskie – Yeoman Walkway to Park Road Reserve Pathway**

Mr Luskie was also in attendance to speak to the Board regarding the Yeoman Walkway to Park Road Reserve Pathway. Mr Luskie was against the proposal for the concrete pathway to be installed, and was disappointed with the consultation that had taken place.

**Jacqui Knight – Avocado Capital of New Zealand**

Ms Knight was in attendance to provide the Board with the below updates:

- She presented the Board with the proposed Avocado Structure, noting that they had submitted a Public Art application to Council, and would love endorsement from the Board to support their application; and
- Katch Katikati had spoken to many residents in their lines of communication, who were in support of concrete being installed on the Yeoman Walkway to Park Road Reserve Pathway.

**Norm Mayo – Yeoman Walkway to Park Road Reserve Pathway**

Mr Mayo was also in attendance to speak to the Board regarding the Yeoman Walkway to Park Road Reserve Pathway. Mr Mayo was against the proposal for the concrete pathway to be installed, and was also disappointed with the consultation that had taken place.

**Paula Gaelic – Western Bay Museum Update**

Ms Gaelic was in attendance to provide the Board with the below updates:

- The 'Service and Sacrifice' exhibition had opened and was going well;
- Interest for this exhibition was widespread, including the Waiouru Army Museum, who had expressed interest in the touring exhibition;
- The required floor plans for the Middlebrook project have been finalised. It was agreed that the Western Bay Museum would be the lead organisation for this project, noting there had been great progress with Tangata Whenua; and
- The new curator at the museum was a "game changer".

**6 MINUTES FOR CONFIRMATION****8.1 MINUTES OF THE KATIKATI COMMUNITY BOARD MEETING HELD ON 30 MARCH 2022****RESOLUTION K22-3.2**

Moved: Cr J Denyer

Seconded: Cr A Sole

That the Minutes of the Katikati Community Board Meeting held on 30 March 2022, as circulated with the agenda, be confirmed as a true and correct record.

**CARRIED**

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## **7 REPORTS**

### **9.1 KATIKATI COMMUNITY BOARD CHAIRPERSONS REPORT - MAY 2022**

The Board considered a report from the Chairperson, who provided the Board with a brief background on each of the items. From discussion, the below was noted:

- The Katikati Town Centre Plan would be presented at the next meeting for adoption, following its finalisation.
  - The Facilities in the Community Fund had \$74,000 available, not \$76,000 as stated in the agenda.
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### **RESOLUTION K22-3.3**

Moved: Member K Sutherland

Seconded: Member J Clements

1. That the Chairpersons report dated 25 May 2022 titled 'Katikati Community Board Chairpersons Report', be received.
2. That the Katikati Community Board adopt the Katikati Community Plan 2022.

**CARRIED**

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### **9.2 KATIKATI COMMUNITY BOARD COUNCILLOR'S REPORT - MAY 2022**

The Board considered a report from Councillor Sole, who provided the Board with a brief overview on each item, including the below points of clarification:

#### **Council Meeting – 6 April 2022**

The Board was advised the Te Toka Tū Moana, which was adopted by Council, was the document that outlined the relationship the iwi/hapū members from Te Kāhui Mana Whenua o Tauranga Moana wished to have with the Western Bay of Plenty District Council. This Forum consisted of iwi and hapū representatives from the western end of the district.

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**Three Waters Reform – “Better off Funding”**

The Board was provided some clarification from the Councillor’s regarding the Three Waters Reform ‘Better off Funding”, noting that the agreement for the funding did not exclude Council from expressing their opinion regarding the Three Waters Reform.

The Acting General Manager Corporate Services advised the Board that Council had not made any decisions regarding the first tranche of the “Better Off Funding”. He reiterated that taking this funding did not preclude Council from criticising or commenting on the Department of Internal Affairs.

**Annual Plan**

The Board was advised that the inflation rate used in the Annual Plan was 4.2%, which was approved by Council. It was noted that, due to the current environment, this was difficult to forecast.

**Waka Kotahi – Takitimu Stages 1 & 2**

The Board was advised that Council had not seen any feedback from Waka Kotahi regarding the community consultation that had taken place in Katikati.

**RESOLUTION K22-3.4**

Moved: Cr A Sole

Seconded: Member K Sutherland

That the Councillor’s report dated 25 May 2022 titled ‘Katikati Community Board Councillor’s Report’ be received.

**CARRIED**

**9.3 KATIKATI COMMUNITY PLAN AND TOWN PLAN – FINANCIAL UPDATE**

The Board considered a report from the Community Manager, who provided the Board with some background into the journey of the Katikati Community and Town Centre Plan.

The Chairperson thanked the Community Manager, Community Board, and members of the community for all the guidance, support, work, feedback and submissions.

**RESOLUTION K22-3.5**

Moved: Chairperson B Warren

Seconded: Member J Clements

That the Community Manager’s report dated 25 May 2022 titled ‘Katikati Community Plan and Town Plan – Financial update’, be received.

**CARRIED**

#### 9.4 KATIKATI COMMUNITY BOARD GRANT APPLICATIONS – MAY 2022

The Board considered a report from the Senior Governance Advisor. The report was taken as read, with further discussion on each of the below grant applications, specifically regarding the remaining amount of funds in the Boards grant account.

##### **Katikati Football Club**

Chairperson Warren and Member Sutherland declared an interest in this item and took no part in the voting.

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##### **RESOLUTION K22-3.6**

Moved: Member J Clements

Seconded: Cr A Sole

1. That the Senior Governance Advisor's report dated 25 May 2022 titled 'Katikati Community Board Grant Application – May 2022' be received.

**CARRIED**

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##### **RESOLUTION K22-3.7**

Moved: Chairperson B Warren

Seconded: Cr A Sole

2. That the Katikati Community Board approve the Grant Application from the Katikati Care and Craft Centre for \$1,000 to help with activities, outings and general expenses. This grant will be funded from the Katikati Community Board Grants Account, subject to all accountabilities being met.

**CARRIED**

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##### **RESOLUTION K22-3.8**

Moved: Cr A Sole

Seconded: Cr J Denyer

3. That the Katikati Community Board approve the Grant Application from the Tauranga Youth Development Team for \$2,260.20 for costs relating to the Youth Week project. This grant will be funded from the Katikati Community Board Grants Account, subject to all accountabilities being met. The Board also suggested Council donate a laptop to the Tauranga Youth Development Team.

**CARRIED**

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##### **RESOLUTION K22-3.9**

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Moved: Member J Clements

Seconded: Cr A Sole

4. That the Katikati Community Board approve the Grant Application from the Katikati Football Club for \$957.38 for the purchase of field marking paint. This grant will be funded from the Katikati Community Board Grants Account, subject to all accountabilities being met.

**CARRIED**

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## 9.5 RESERVES – LEVELS OF SERVICE

The Board considered a report from the Reserves and Facilities Manager, who provided the Board with an overview of the report.

The Reserves and Facilities Manager noted that Service Requests raised by members of the public regarding mowing requests were now sent directly to the contractors.

The Chairperson thanked the Reserves and Facilities Manager for his report, noting that it was good to have some clarification, and those who needed to could refer back to the report.

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### RESOLUTION K22-3.10

Moved: Chairperson B Warren

Seconded: Cr A Sole

1. That the Reserves and Facilities Manager's report dated 25 May 2022 titled 'Reserves – Levels of Service' 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.

**CARRIED**

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## 9.6 INFRASTRUCTURE SERVICES REPORT KATIKATI COMMUNITY BOARD MAY 2022

The Board considered a report from the Deputy Chief Executive. The report was taken as read, with further discussion on the below:

### Cherry Tree Removal

The Board noted that the Cherry Tree Removal, as referenced in the MAS, needed to be included in the current Roding Account priority list, following discussion at the previous meeting. The Roding Engineer (West) noted this request, and would amend the priority list as requested.

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**Katikati Wastewater Treatment Plant (WWTP) Upgrade**

It was understood the compliance issues regarding the WWTP were to do with the nutrient that was being used. The Board was advised that the WWTP did not cope with the nutrient, and therefore required an upgrade.

**Moore Park Toilets**

The Reserves and Facilities Manager noted there were several toilets being installed around the district, which included Moore Park. It was also noted that, due to supply and demand issues, this would not be able to take place prior to December 2022.

The Board was advised that Council had a Service Delivery Agreement with the Rugby Club, for the toilets to be opened when needed.

**Haiku Park Concept Plan**

Council would like to engage with the Board regarding the Haiku Park Concept Plan, noting the engagement that had taken place with Tangata Whenua was done in conjunction with another hui.

**Main Street Footpath**

The Board was advised that, once the Town Centre Plan was adopted, this project could progress.

**RESOLUTION K22-3.11**

Moved: Cr A Sole

Seconded: Member K Sutherland

That the Deputy Chief Executive's report dated 25 May 2022, titled 'Infrastructure Services Report Katikati Community Board May 2022', be received.

**CARRIED**

**9.7 KATIKATI FINANCIAL REPORT - APRIL 2022**

The Board considered a report from the Financial Business Advisor. The report was taken as read.

**RESOLUTION K22-3.12**

Moved: Chairperson B Warren

Seconded: Cr J Denyer

That the Financial Business Advisor's report dated 25 May 2022, titled 'Financial Report Katikati - April 2022', be received.

**CARRIED**

**9.8 COUNCIL, STANDING COMMITTEES AND COMMUNITY BOARD MEETINGS**

The Board considered a report from the Senior Governance Advisor. The report was taken as read.

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**RESOLUTION K22-3.13**

Moved: Chairperson B Warren

Seconded: Member K Sutherland

That the schedule of meetings for June, July and August 2022, be received.

**CARRIED**

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**The Meeting closed at 8.45pm.**

**Confirmed as a true and correct record at the Katikati Community Board meeting held on 20 July 2022.**

.....  
Chairperson B Warren

**CHAIRPERSON**

## 9 REPORTS

### 9.1 KATIKATI COMMUNITY BOARD CHAIRPERSON'S REPORT – JULY 2022

**File Number:** A4628922

**Author:** Ben Warren, Community Board Chairperson

**Authoriser:** John Holyoake, Chief Executive Officer

#### RECOMMENDATION

1. That the Chairperson's report dated 20 July 2022 titled 'Katikati Community Board Chairperson's Report – July 2022' be received.
2. That the Katikati Community Board adopt the Katikati Town Centre Plan 2022–2032.
3. That the Katikati Community Board approve up to \$1,000 from the Katikati Community Board Contingency Account for costs relating to the Katikati Community Plan and Town Centre Plan presentation and celebration evening.
4. That the Katikati Community Board approve/do not approve for Road Safety Education Ltd to maintain the grant funding for the delivery of the re-scheduled Road Safety Programme in 2023.
5. That the Katikati Community Board approve funding of up to \$50,000 towards costs related to the new Katikati Community Sport and Recreation Centre on the Moore Park Sports Ground in Katikati, to be funded from the Katikati Community Board Reserve Account.
6. That the Katikati Community Board approve for the design and construction of the Kea Crossing proposed for Park Road, Katikati, to be funded from the Katikati Community Board Roading Account.

#### **Katikati Town Centre Plan 2022–2032**

The Katikati Town Centre Plan has now been completed. This plan was created alongside and informed by the Katikati Community Plan that was adopted at the last Community Board meeting on 25 May 2022.

It has been a long process, partly interrupted by COVID-19, but the plan is now finally ready to be adopted. The Community Board would like to thank Boffa Miskell, Council and Waka Kotahi for their contribution to and work on the plan, as well as all those from the community who provided input.



There are some exciting developments and improvements to be progressed for the town, and this plan will provide direction and confidence to funders and decision-makers of what the community would like to see happen in the centre of Katikati.

The final Katikati Town Centre Plan 2022–2032 has been included as **Attachment 1**.

There will be a public presentation of both the Katikati Community Plan and Katikati Town Centre Plan, with an evening of light refreshments and acknowledgements, which will be organised in the next month. This event could also double as a thank you to Community Board members and Councillor who will be finishing their terms as elected members.

### **Road Safety Education Ltd – Grant Application**

At the Katikati Community Board meeting held 2 February 2022 the Board approved the grant application for \$2,000 to Road Safety Education Ltd. The funding was to assist with costs required to deliver the Road Safety Programme to 100 Katikati College Year 12 students in February 2022.

Due to COVID-19, Katikati College have requested to further re-schedule the deliver of the Road Safety Programme, as the reduced school days have meant they need to prioritise NCEA credit teaching.

Road Safety Education Ltd have requested Board approval to maintain the funding for programmes in early 2023.

### **Katikati Open Air Art**

Katikati Open Air Art is moving (retiring) Humphrey by the old wharf to pastures new and having another one made, for the community's information.

*Staff Comment:*

*Humphrey is currently located on the Katikati Boating Club land. Council has agreed with the Club to purchase the land at valuation as a reserve to achieve the continuous riverside reserve and to facilitate the planned wharf refurbishment. The transfer will occur in July. The location of the replacement Humphrey is being discussed with Reserves staff to ensure that it aligns with the wharf plans.*

### **Three Waters Reform**

The community would appreciate an update on the expected outcomes of the Three Waters legislation which is now before parliament.

1. How will it affect or impact Council revenue and borrowing capacity?
2. Can Council explain at a high level, how much revenue will Three Waters contribute to Council?

3. How could Services and rates be impacted?

### **Acknowledgement to Parks and Reserves**

The Board has received acknowledgment from areas of the community that the grass cutting services seem to have improved. Thank you to Reserves and Facilities staff for addressing this.

### **Katikati Community Sport and Recreation Centre Funding**

The Community Board has received requests from Katikati community groups/clubs to support the community project to build a new Community Sport and Recreation Centre. The centre is importantly targeting much needed services and facilities for the rangatahi in our community. The Katikati Community Board would like to resolve to contribute \$50,000 from the Katikati Community Board Reserve Account towards the proposed Katikati Community Sport and Recreation Centre, which includes Council funded public toilets. This is to be located on the area of land by the new oval entrance opposite Sheffield Street off Middlebrook Drive, located within the Moore Park Sports Ground.

The Community Board are also hopeful that the Western Bay of Plenty District Council (WBOPDC) are able to match such a contribution as it has done in the past for other Western Bay of Plenty community projects.

*Staff Comment:*

*The land for the proposed Katikati Community Sport and Recreation Centre on Moore Park has been allocated for this purpose. The timing of the facility is dependant on fund raising. The proposed \$50,000 from the Boards Reserve Account will assist in the fund raising. The Board should note that once allocated the \$50,000 would need to remain committed even if the balance of the fund raising took considerable time.*

### **World Avocado Conference**

It needs to be noted that in 2023, New Zealand is hosting the World Avocado Conference. In addition to Katch Katikati's current plans, other community organisations will hopefully look to engage in attracting people and exhibits to Katikati. Is there a contribution Council can look to make to support such an event?

*Staff Comment:*

*Council has an events budget to assist with event support across the District. We would be happy to assist with any conference that comes to Katikati/the district, this support can be with a financial contribution and the assistance of the Events Specialist. The Community team also has strong links and provides funding to Tourism Bay of Plenty so can generate their support also.*

**Project Parore**

The Board would like to congratulate Project Parore who won the New Zealand Landcare Trust Catchment Award at the Balance Farm Environment Awards on Friday 1 July 2022.

**Park Road Kea Crossing**

*Staff Comment:*

*The primary school pedestrian safety has been the subject of much discussion and concern from the Community Board, as well as parents to school children and surrounding residents.*

*The School Board of Trustees have previously written to Council backing the installation and agreeing to manage and monitor the school patrol before and after school hours.*

*During operational hours, a Kea Crossing provides right of way to crossing pedestrians, backed by legislation.*

*Without the primary schools monitoring, this crossing would only function as a build out, with right of way to passing vehicles rather than pedestrians.*

*With consideration to the design input required and additional infrastructure, road markings, signs, utility relocation labour and traffic management costs, the installation is expected to be approximately \$50,000-\$70,000.*

*As requested by the Board, three contractors will be approached for cost estimates. The contractor will be chosen with consideration to lowest price, as well as methodology. Final costs will be on a time write basis.*

**Embankment Erosion**

Embankment at or near the bird walk bridge appears to be collapsing – what action is to be taken and when? Is it tied in with the concreting of the pathway?

*Staff Comment:*

*Western Bay of Plenty District Council has obtained permission from Bay of Plenty Regional Council (BOPRC) to remedy the areas of slumping on the esplanade reserve bank below the bridge (eastern side of the channel). This work will be done as maintenance of the existing rock revetment structure and will have a similar finished appearance. It will be undertaken when ground conditions dry out after this winter 2022. It was going to be tied in with the construction of the pathway so as to minimise public disruption however, Council sees the need to progress this work once suitable ground conditions permit rather than linking this to the pathway construction contact.*

**Tanners Point Intersection**

Is there any information on the Tanners Point intersection being opened up?

*Staff Comment:*

*This is a Waka Kotahi project. Completion here is imminent and the Roading Engineer (West) will try to get further details.*

**Proposed Pavement Upgrade**

Is there any further information on the proposed pavement upgrade, including costings?

*Staff Comment:*

*The town centre footpath upgrade is reliant on the approval and acceptance of the Town Centre Plan funding, which is yet to be accepted by the Community Board. Boffa Miskell has been approached in a preliminary discussion for design ideas. The footpath costs need to be considered and prioritised in conjunction with other spending options like Market Square.*

**ATTACHMENTS**

- 1. Attachment 1 – Katikati Town Centre Plan 2022–2032** 





































































































**9.2 KATIKATI COMMUNITY BOARD COUNCILLOR'S REPORT – JULY 2022****File Number:** A4628836**Author:** James Denyer, Councillor**Authoriser:** John Holyoake, Chief Executive Officer**RECOMMENDATION**

That the Councillor's report dated 20 July 2022 titled 'Katikati Community Board Councillor's Report – July 2022' be received.

**Annual Plan**

Council adopted the 2022/23 Annual Plan on 29 June 2022. The key highlights included:

- An average rate increase of 3.92%, slightly lower than was proposed in the Long Term Plan.
- Capital expenditure for elder housing has been brought forward from future years, with funding for this now of \$1.83m in the 2022/23 year.
- Financial contributions for Community Housing Providers and Papakāinga developments will receive a 100% reduction after the first dwelling, up to a total of ten.
- Removal of library fines.

**Policies**

The Policy Committee adopted the Waste Assessment 2022 on 14 June. This document summarises the current waste situation and helps identify future options to meet forecast demand. It will form the basis of the upcoming Waste Management and Minimisation Plan. The assessment highlights a likely future shift towards a circular economy, notes the steep increases in landfill levies over the next two years, and considers the effect of kerbside standardisation nationally. The Waste Assessment acknowledges that Te Maunga, the only transfer site in the Western Bay sub-region, is inconveniently located for residents in the Katikati / north-western part of the district.

The Policy Committee also adopted the Kerbside Rubbish and Recycling Service Policy 2022. Key provisions in the policy relate to how Council will extend its kerbside services to areas currently not serviced, commercial properties, and the provision of extra glass crates for those who request them.

The Seal Extension Policy and the Council Maintenance of Previously Unmaintained Roads Policy were adopted on 14 June 2022, alongside the revocation of the Māori Roadways Policy. A new priority list for seal extensions is to be considered at the Performance & Monitoring Meeting of 5 July 2022.

**Housing**

The Policy Committee considered, at a high level, its role in housing on 14 June. Some of the key aspects that were resolved included:

- Confirming Council's role as the lead agency for facilitating local housing strategies and action plans to deliver on local housing outcomes to improve community wellbeing.
- Using its resources to leverage housing outcomes and co-investment that meet gaps in the housing continuum, particularly for assisted rental and assisted ownership housing, ensuring that this does not duplicate the role of other organisations and partners.
- Ensuring projects generate a return back to Council that covers the project costs at a minimum.
- Agreeing in principle to consideration of the Better Off Funding being used to deliver specific housing outcomes for local communities.

**Audit & Risk Committee**

Council approved the appointment of Stuart Henderson on 29 June 2022 as an independent member of the Audit & Risk Committee, with full voting rights. He replaces Mark Maloney who resigned after being appointed the Assistant Auditor General – Local Government.

**District Plan Review**

Initial engagement sessions in the community have been taking place, starting with Katikati on 11 June 2022, with participants being asked to complete a survey either in person or online at Council's Have Your Say site. Feedback closes on 15 July 2022.

**Community Matching Fund and Facilities in the Community Fund**

56 applications for the Community Matching Fund were received: 40 for the general part of the fund and 16 for the environmental part. Four applications were received for the Facilities in the Community Fund. Applications to both funds will be considered on 13 July 2022 by a panel consisting of Councillors Scrimgeour, Denyer and Dean along with delegated staff members. The results will be presented to Council on 11 August 2022.

**9.3 INFRASTRUCTURE SERVICES REPORT KATIKATI COMMUNITY BOARD JULY 2022****File Number:** A4630108**Author:** Tracy Harris, Executive Assistant, Infrastructure Services**Authoriser:** Gary Allis, Deputy Chief Executive & General Manager Infrastructure Group**EXECUTIVE SUMMARY**

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

**RECOMMENDATION**

That the Deputy Chief Executive's report dated 20 July 2022, titled 'Infrastructure Services Report Katikati Community Board July 2022', be received.

**ROADING****Transportation – Road Improvements LED Lighting**

*Description:* Council owns and operates 2,500 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. Waka Kotahi are 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:*

Works to install LED luminaires in the west and east sections of the District is complete, including Katikati.

*What's Next:*

Specific lighting design, which is required for "V" category lighting on high volume roads, such as Te Puke Highway and Omokoroa Road, will be considered once the installation of decorative lighting is complete.

The majority of outstanding materials have been delivered. WestLink are currently:

- manufacturing fittings that allow new LED luminaires to be fitted to existing columns, and
- developing a programme for the remaining installations which is anticipated to commence early April.

The remaining lights will be installed by mid September 2022.

### Transportation – Katikati Community Roothing

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

*What's Happened:*

The Board at their recent workshop discussed a number of items and initiatives that could be investigated to implement the town centre plan, to enhance the town centre and to improve the roading and footpath network. The funding sources are the roading budget and the town centre fund. The items that were discussed have been included in the recommendation with two priority levels. The intention is that the investigation and high level concepts and estimates are undertaken prior to progressing to full design and implementation.

*What's Next:*

The top priority is the main street footpath and kerb and channel upgrading. This is a significant project which requires external design input to ensure that the new footpath enhances Katikati while still being practical and easy to maintain. A review of underground services will also be required so that all are in good condition or installed prior to the new footpath construction. Waka Kotahi will need to be involved with the kerb and channel replacement and upgrading and the pedestrian facilities.

<b>Katikati Community Board Roothing Current Account</b>	<b>Project Cost \$</b>	<b>NZTA Funding MIP LC/LR \$</b>	<b>Katikati Community Board \$</b>	<b>Status</b>
<b>Current Account Opening Balance 1 July 2021</b>			<b>\$5,314</b>	
Allocation for 2021/22			\$162,444	
Interest 2022			\$175.00	
<b>Subtotal</b>			<b>\$167,933</b>	
<b>Committed Projects</b>			-	
Nil				
<b>Total Committed Projects</b>			-	
<b>Forecast Current Account Closing Balance 30 June 2022</b>			<b>\$167,933</b>	

## 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:*

Groundwater monitoring has been extended for another 12-month period. The outlet to the pond has had further modification to improve how the pond will function. Further maintenance of pond has been undertaken.

*What's Next:*

There has been no further progress at the time of writing this update, there is continual monitoring of the pond and the surrounding groundwater and clearing of excess plant growth in the pond. The design will be commenced on the upgrade in the 2022/23 financial year.

### **Western Water Renewals**

*Description:* Renewal and upgrade of water infrastructure.

*What's Happened:*

Contract has been awarded to Loveridge Ltd to upgrade the water network along Tetley Road. The work along Tetley Road has been completed and the new main has been commissioned.

*What's Next:*

The new projects for the new financial year will be starting and reporting will follow as it progresses.

### **Katikati WWTP Upgrade**

*Description:* Upgrade to the Katikati WWTP to ensure compliance with Council Resource Consent.

*What's Happened:*

Katikati WWTP has had some ongoing compliance issues. Upgrades are planned to improve the overall performance of the plant and to ensure plant is sized for future growth in Katikati. APEX was awarded the tender for the upgrade of the UV system. This comprises building a new channel and installation of a new UV plant as the existing system is too small to accommodate the upgrade.

Beca is busy with master-planning of the Plant to ensure that all the different upgrades meet the growth requirements.

*What's Next:*

Master planning is underway at the plant to ensure capital works improvements are suitable to meet Council requirements.

Following the masterplan, design will begin on necessary upgrades to address compliance issues.

The UV reactor design is underway, and construction is programmed for November 2022.

## UTILITIES

### Western Solid Waste

*Description:* Waste management that meets the needs of the community and protects the environment for present and future generations.

#### *What's Happened:*

The first year of Kerbside Collection is nearly at an end and we are proud of the work that has been done to divert waste from landfill.

The [Kerbside Rubbish and Recycling Service Policy](#) 2022 was approved by Councils Policy Committee on 14 June 2022. A policy was needed to provide clear and consistent guidance for both Council and the Community on how to extend the service throughout the District where it is viable and cost-effective.

#### *What's Next:*

Rural Recycle Trailers are about to be trialled in the following areas:

- Pongakawa BP on 16 July 2022 9am to 1pm
- Te Ranga School on 23 July 2022 9am to 1pm
- Omanawa Hall on 30 July 2022 9am to 1pm
- Whakamarama Community Centre 6 August 2022 9am to 1pm

Month	Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jul 2022	YTD Total
<b>Service</b>													
<b>Refuse</b>	229.32	402.23	376.00	330.41	355.20	392.46	400.06	466.66	539.45	453.57	421.23	394.78	4,761
<b>Glass</b>	86.30	47.67	135.13	94.46	127.50	147.44	234.56	128.57	30.24	100.22	126.99	125.76	1,385
<b>Food waste</b>	37.50	32.68	53.60	57.72	58.50	58.06	64.87	63.30	5.30	0.00	25.37	39.74	497
<b>Recyclables</b>	113.42	62.18	0.00	120.42	143.16	177.26	154.68	142.40	98.24	142.84	138.54	140.94	1,434
<b>Total Tonnage</b>	466.54	544.76	564.73	603.01	684.36	775.22	854.17	800.93	673.23	696.63	712.13	701.22	8,077

## RESERVES

### Reserves - Cemetery Katikati Hot Springs Road

*Description:* Develop cemetery to meet demand.

#### *What's Happened*

Staff were recently tasked with assessing the suitability of the land for potential Papakainga housing in addition to its planned use as a cemetery/urupa. A desktop assessment of the existing Geotech information has now been undertaken by Geotech consultants which confirm that the land is suitable, subject to a more detailed (housing development appropriate) geotech investigation. A proposal to undertake a detailed investigation is now being prepared by them.

#### *What's Next*

Progress the detailed Geotech investigation supporting the papakainga housing idea and report the outcome of this.

Also, complete the report for Council's consideration for the uplifting of the reserve classification of the land, which will be subject to statutory processes to enable the land to be used for urupa/cemetery purposes.

## EMERGENCY MANAGEMENT

*Description:* Support the Katikati Community to be Resilient in the event of an Emergency.

*What's Happened:*

Holding monthly drop-in sessions at Katikati Library to be available to the community to discuss personal and household preparedness to further build community resilience.

Staff have met with the Kauri Point Community Response team to discuss their reviewed Kauri Point Community Response Plan.

Created a Community Guide to Emergencies brochure, printed and delivered to the Kauri Point community.

An emergency preparedness presentation was presented to the management of the Summerset Retirement Village in May 2022.

*What's Next:*

The Team will continue to engage with the aim to officially re-establish a Katikati Community Response Team from the organisations already in place to support the community in an emergency.

Working with the community to strengthen capability of Community Led Centres capable of standing up during an emergency event in Katikati.

A personal preparedness presentation is confirmed for July to Katikati U3A (part of an international organisation for people in retirement to share creative, cultural, physical and leisure interests).

An emergency preparedness presentation was given to the management of the Summerset Retirement Village in May 2022 with a follow up presentation confirmed for July for the wider village team and independent villagers.

Work on a review of the Katikati Community Guide to Emergencies.

## ATTACHMENTS

- 1. MAS Katikati Community Board July 2022 PDF** 



















**9.4 KATIKATI FINANCIAL REPORT – JUNE 2022****File Number:** A4626391**Author:** Ezelle Thiart, Financial Business Advisor**Authoriser:** Sarah Bedford, Financial Controller**EXECUTIVE SUMMARY**

This report provides the Community Board with two-monthly monitoring of its operational budget. Attached are the financial statements for the year ended 30 June 2022 (**Attachment 1**).

Total operational costs are under budget YTD.

**RECOMMENDATION**

That the Financial Business Advisor's report dated 20 July 2022, titled 'Financial Report Katikati – June 2022', be received.

**Grant payments made to date:**

<b>Resolution</b>	<b>Description</b>	<b>\$</b>
K22-1.7	Grant for Road Safety Education – received by Katikati College	2,000
K22-2.5	Grant for Katikati Community Toy Library for \$1,782.50 to update signage to represent the new logo.	1,783
K22-3.7	Grant for Katikati Care and Craft Centre for \$1,000 to help with activities, outings and general expenses.	1,000
K22-3.8	Grant for Tauranga Youth Development Team for \$2,260.20 for costs relating to the Youth Week project.	2,260
K22-3.9	Grant for Katikati Football Club for \$957.38 for the purchase of field marking paint.	832
<b>2021/22 Grants</b>		<b>7,875</b>



**C.E. Miller Estate Reserve:**

<b>Resolution</b>	<b>Description</b>	<b>\$</b>
	2021/22 Opening balance	14,888
K22-2.3	Katikati Cricket Club for beautification of Moore Park	(5,000)
	<b>2021/22 Closing balance</b>	<b>9,888</b>

**Committed – Operational Expenditure**

<b>Resolution</b>	<b>Account</b>	<b>Description</b>	<b>\$</b>
		No transactions to date.	0
		<b>Total outstanding operational commitments</b>	<b>0</b>

**2021/22 Reserve Analysis:**

<b>Description</b>	<b>\$</b>
2021/22 Opening balance	53,858
No transactions to date.	0
<b>2021/22 Closing balance</b>	<b>53,858</b>

**Committed – Reserve Expenditure**

<b>Resolution</b>	<b>Description</b>	<b>\$</b>
	Opening balance before committed expenditure	53,858
K21-5.6	Installation CCTV camera Cnr SH2 & Tetley Rd, Katikati	(5,000)
	<b>2021/22 Closing balance after the committed expenditure</b>	<b>48,858</b>

**ATTACHMENTS**

- 1. Financial Report Katikati – June 2022**  



**9.5 COUNCIL, STANDING COMMITTEES AND COMMUNITY BOARD MEETINGS**

**File Number:** A4626738

**Author:** Pernille Osborne, Senior Governance Advisor – Board Secretary

**Authoriser:** Carolyn Bennett-Ouellet, Customer Service and Governance Team Leader

**RECOMMENDATION**

That the schedule of meetings for August and September 2022, be received.

**ATTACHMENTS**

- 1. Meeting Dates for Community Board Agendas**  



