

Mā tō tātou takiwā  
**For our District**

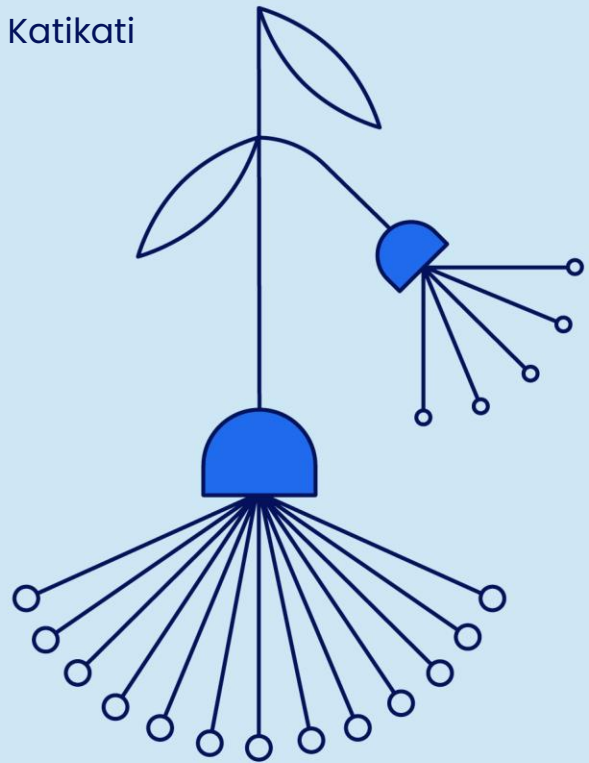
## **KatiKati Community Board**

Poari Hapori

KKC23-2

Wednesday, 8 February 2023, 7.00pm

The Centre - Pātuki Manawa, 21 Main Road, Katikati



# Katikati Community Board

## Membership:

<b>Chairperson</b>	John Clements
<b>Deputy Chairperson</b>	Norm Mayo
<b>Members</b>	Andy Earl Teresa Sage Cr Anne Henry Cr Rodney Joyce
<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 consider and report on all matters referred by Council and its Committees, or any matter of interest or concern to the Community Board.
- To maintain an overview of services provided by Council within the community.
- To prepare an annual submission to the Council for expenditure within the community.
- To communicate with community organisations and special interest groups within the community.
- To undertake responsibilities as delegated by Council or its Committees.

## Delegated Functions:

Subject to compliance with Council strategies, policies, plans and legislation:

- To have input into Council and its Committees on issues, services, plans and policies that affect communities within the Community Board Area.
- To provide an effective mechanism for community feedback to Council.
- To receive reports from Council appointees on Council matters relevant to the Community Board.
- 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.

Notice is hereby given that a Katikati Community Board Meeting will be held in the The Centre – Pātuki Manawa, 21 Main Road, Katikati on:  
Wednesday, 8 February 2023 at 7.00pm

## Order Of Business

<b>1</b>	<b>Present .....</b>	<b>4</b>
<b>2</b>	<b>In Attendance.....</b>	<b>4</b>
<b>3</b>	<b>Apologies .....</b>	<b>4</b>
<b>4</b>	<b>Consideration of Late Items.....</b>	<b>4</b>
<b>5</b>	<b>Declarations of Interest .....</b>	<b>4</b>
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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 15 DECEMBER 2022**

**File Number:** A5054402

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

**Authoriser:** Greer Golding, Governance Manager

#### **RECOMMENDATION**

That the Minutes of the Katikati Community Board Meeting held on 15 December 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 15 December 2022**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
KATIKATI COMMUNITY BOARD MEETING NO. KKC22-1  
HELD IN THE CENTRE - PĀTUKI MANAWA (BOYD ROOM) 21 MAIN ROAD, KATIKATI  
ON THURSDAY, 15 DECEMBER 2022 AT 7.00PM**

## **1 PRESENT**

Chairperson J Clements, Deputy Chairperson N Mayo, Member A Earl, Member T Sage, Cr A Henry and Cr R Joyce

## **2 IN ATTENDANCE**

J Holyoake (Chief Executive Officer), A Hall (Roading Engineer East and West) and G Golding (Governance Manager).

## **OTHERS IN ATTENDANCE**

14 Members of the public, including Mayor James Denyer.

## **3 APOLOGIES**

Nil

## **4 CONSIDERATION OF LATE ITEMS**

Nil

## **5 DECLARATIONS OF INTEREST**

Nil

## **6 PUBLIC EXCLUDED ITEMS**

Nil

## **7 PUBLIC FORUM**

### **7.1 GLENN BURT – KATIKATI RSA**

Mr Burt was in attendance to speak on the behalf of the Katikati RSA. The below points were noted:

- The Katikati RSA owned 38 accommodation units.
- The land and buildings owned by the Katikati RSA were going into the Katikati RSA Charitable Trust.
- The Trust had acquired two carparks.

- Katikati RSA gifted the land and buildings to the Charitable Trust, with the purpose of providing residential accommodation and the club itself. Residual funds would be applied to the youth in Katikati.
  - There was a proposal for a 'covered seating' project, that would provide covered seating along the services section of the cemetery. The cost was quoted at \$3000 plus shipping from Australia for a special ANZAC seat. Mr Burt sought support from Council, in order to move the project along. The Board was advised that although it was no cost to Council they would need final approval to place the seat in the services section of the cemetery.
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### **7.2 JACQUI KNIGHT – KATCH KATIKATI**

Ms Knight was in attendance to seek support for funding from the Street Decoration Fund for the purchase of additional Christmas decorations for the community Christmas Tree. The below points were noted:

- The tree was purchased eight years ago, and was supported by grants from NZCT and TECT.
  - With the support of the Community Matching Fund and BeeNZ Honey sponsorship they were able to purchase some new baubles. It was noted that they could only get half of what was required, and due to the arrival time, they were not able to be installed prior to Christmas 2022.
  - The Board was asked to consider using the Street Decoration budget to contribute to the cost of replacing the baubles and lights on the tree.
  - Katch Katikati would work with the Katikati Floral Art group to remove the old decorations and install the new ones over the year.
  - The Board was presented with the original quote for full replacement, and the invoice for the half of the baubles.
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### **7.3 BARBARA BLACKBURN**

Due to Ms Blackburn being unable to attend that Community Board meeting, Chairperson Clements read out the submission on her behalf. The below points were noted:

- It was noted that, following COVID-19, there was a lot of financial hardship for people.
  - She questioned the need to spend money on, what she felt was, unnecessary projects. She provided the example of the concrete cycleway project currently underway.
  - Requested for Council to reconsider the decision to progress with this project, as she believed that the percentage of community members that wanted the cycleway was lower than presented.
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#### 7.4 PAULA GAELIC – WESTERN BAY MUSEUM

Ms Gaelic was in attendance on behalf of the Western Bay Museum to introduce the newly appointed Mana Whenua Liaison Officer, Hone Winder-Murray. Hapū representatives Eddie Bluegum from Ngāi Tamawhariua ki Te Rereatūkahia, Reon Tuanau from Ōtāwhiwhi – Te Whānau-a-Tauwhao and Riki Nelson from Tuāpiro – Ngāti Te Wai were involved from the beginning and were on the interview panel that appointed Mr Winde-Murray.

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## 8 PRESENTATIONS

### 8.1 150 YEAR ANNIVERSARY PRESENTATION – FRANCIS YOUNG

Mr Young was in attendance to speak to give a verbal presentation to the Board regarding the 150 Year Anniversary. The below requests to the Community Board were made:

- To provide support and assist the publication of 'From Ulster Plantation to Avocado Capital: Katikati in the past 100 years'.
  - To fund a suitable project to commemorate the sesquicentennial permanently – a set of storyboards.
  - To appoint a small group to co-ordinate the various celebrations and commemorations. This would allow the projects to be community driven and have community input.
  - To arrange for plaques to be placed on the four Grade 2 Heritage structures that are registered with Heritage New Zealand.
  - Consider having an official "twinned town" with Ramelton in Ireland.
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#### RESOLUTION KKC22-1.1

Moved: Member A Earl

Seconded: Cr R Joyce

That the presentation from Francis Young on 15 December 2022, be received.

**CARRIED**

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### 8.2 PRESENTATION FROM THE KATIKATI BOATING CLUB – DON WALLIS

Mr Wallis was in attendance to provide the Board with a presentation on behalf of the Katikati Boating Club. The presentation outlined a proposed development of the Beach Road Boat Ramp, and the below points were noted:

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- The Boating Community felt restricted by the current ramp, and felt widening would speed up launching and retrieval, as well as reduce congestion during busy times.
- The members/groups within the community that would benefit from the development were highlighted.
- The Board was provided with a sketch of the proposed ramp modifications.
- The Board was shown how much the cliff edge has eroded from 1976 to 2022.
- Further preliminary development plans were provided, highlighting where they would like to extend the boat ramp, the creation of beaches on either side, park development and additional road and parking.
- There were examples of gazebo and information board options including a Waharoa and the idea of the information boards honoring the Mataatua te waka and provide an educational opportunity on Māori settlement of the area.

Where to from here? Mr Wallis was looking for:

- An agreement in principle.
- Wider consultation with the community, noting that consultation should be driven by Ngāi Tamawhariua, Katikati Boating Club, Fisherman, Boating enthusiasts and Sea Scouts.
- A joint presentation to Western Bay of Plenty District Council and Regional Council to get appropriate Resource Consents for widening the ramp and establishing of new beaches. It was noted that the latter would require professional advice from a qualified Geomorphologist.
- To get this project into the Long Term Plan (LTP).

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### RESOLUTION KKC22-1.2

Moved: Member T Sage

Seconded: Cr R Joyce

That the presentation from the Katikati Boating Club, be received.

**CARRIED**

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## 9 MINUTES FOR CONFIRMATION

### 9.1 MINUTES OF THE KATIKATI COMMUNITY BOARD MEETING HELD ON 7 NOVEMBER 2022

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### RESOLUTION KKC22-1.3

Moved: Member T Sage

Seconded: Member N Mayo

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That the Minutes of the Katikati Community Board Meeting held on 7 November 2022 as circulated with the agenda be confirmed as a true and correct record

**CARRIED**

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## **10 REPORTS**

### **10.1 CHAIRPERSON'S REPORT - DECEMBER 2022**

The Board considered a report from the Chairperson. The report was taken as read with further discussion on the below item:

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#### **RESOLUTION KKC22-1.4**

Moved: Member A Earl

Seconded: Member N Mayo

1. That the Chairperson's report dated 15 December 2022 titled 'Chairperson's Report - December 2022' be received.

**CARRIED**

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#### **RESOLUTION KKC22-1.5**

Moved: Cr R Joyce

Seconded: Member N Mayo

2. That the Katikati Community Board approve up to \$400 from the Katikati Community Board Contingency Account for costs relating to the Katikati Community Board community engagement function and presentation evening.

**CARRIED**

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### **10.1.2 THREE WATERS REFORM**

The Chief Executive Officer noted that it would be beneficial for staff to provide a workshop relating to the Three Water Reforms, to ensure the correct and most up-to-date information was provided.

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## 10.2 COUNCILLOR'S REPORT – DECEMBER 2022

The Board considered a report from Councillor Henry, who provided a brief update on each topic laid out in the agenda.

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### RESOLUTION KKC22-1.6

Moved: Member T Sage

Seconded: Member A Earl

That the Councillor's Report dated 15 December 2022 titled 'Councillor's Report – December 2022' be received.

**CARRIED**

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## 10.3 APPOINTMENT OF KATIKATI COMMUNITY BOARD MEMBERS ON OUTSIDE BODIES

The Board considered a report from the Senior Governance Advisor. The report was taken as read, noting that a representative would be appointed at the next Katikati Community Board meeting for the Katikati Memorial Hall and Western Bay Museum.

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### RESOLUTION KKC22-1.7

Moved: Cr A Henry

Seconded: Member N Mayo

1. That the Senior Governance Advisor's report dated 7 December 2022, titled 'Appointment of Katikati Community Board Members on Outside Bodies', be received.
2. That Katikati Community Board members be appointed to outside bodies as follows:

Dave Hume Pool Trust

Member A Earle

Katch Katikati

Chairperson J Clements

Katikati Community Patrol

Deputy Chairperson N Mayo

Katikati Open Air Art

Chairpersons J Clements

Katikati Trails Development Group

Member A Earle

Katikati Taiao

Member T Sage

**CARRIED**

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**10.4 GRANT APPLICATION – DECEMBER 2022**

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

The Board requested for some further information relating to the grant funding process.

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**RESOLUTION KKC22-1.8**

Moved: Member A Earl

Seconded: Cr R Joyce

1. That the Senior Governance Advisor's report dated 15 December 2022 titled 'Katikati Community Board Grant Applications – December 2022' be received.

**CARRIED**

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**RESOLUTION KKC22-1.9**

Moved: Member A Earl

Seconded: Cr R Joyce

2. That the Katikati Community Board approve the grant application from Katikati Community Patrol for \$1000 to assist with the purchase of a new vehicle. This grant will be funded from the Katikati Community Board Grants Account, subject to all accountabilities being met.

**CARRIED**

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**10.5 KATIKATI OPEN AIR ART – MEMORANDUM OF UNDERSTANDING**

The Board considered a report from the Executive Assistant Strategy and Community. The report was taken as read.

The Board noted that there was an error in the report (Section 5), as the Katikati Open Air Art was based at the Katikati Arts Junction and not the Western Bay Museum. The Board was advised that Katikati Open Air Art sat within Katch Katikati.

The Board agreed to leave the report on the table in order to get further information and noted that they would like to see the agreement between Katikati Open Air Art and Council better reflected in the Memorandum of Understanding (MOU).

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**RESOLUTION KKC22-1.10**

Moved: Cr R Joyce

Seconded: Member N Mayo

1. That the Executive Assistant Strategy and Community's report dated 15 December 2022 titled 'Katikati Open Air Art – Memorandum of Understanding' 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 the Katikati Community Board considered and wished to leave the Memorandum of Understanding (MOU) between Katikati Open Air Art and Council on the table.

**CARRIED**

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**10.6 CHRISTMAS AND NEW YEAR RUBBISH COLLECTION**

The Board considered a report from the Resource Recovery and Waste Team. The report was taken as read.

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**RESOLUTION KKC22-1.11**

Moved: Member T Sage

Seconded: Cr A Henry

That the Resource Recovery and Waste Team Leader's Report dated 15 December 2022 and titled Christmas & New Year Rubbish Collection be received.

**CARRIED**

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**10.7 INFRASTRUCTURE SERVICES REPORT KATIKATI COMMUNITY BOARD DECEMBER 2022**

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

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**RESOLUTION KKC22-1.12**

Moved: Cr R Joyce

Seconded: Member T Sage

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That the Deputy Chief Executive's report dated 15 December 2022, titled 'Infrastructure Services Report Katikati Community Board December 2022', be received.

**CARRIED**

### 10.7.1 RECYCLING & GREENWASTE CENTRES

The Board requested for some information regarding the process of the recycled items once they have left the Recycling Centres.

### 10.7.2 OTHER MATTERS - MEETING ADVERTISEMENT

The Board requested for the Katikati Community Board hui to be advertised in the Katikati Advertiser.

### 10.8 2023/2024 ANNUAL OPERATING BUDGET

The Board considered a report from the Senior Governance Advisor. The report was taken as read with further discussion from the Board on how they could redistribute the funds currently in the 'Security' budget line. The Board decided to place the funds from the Security into the Contingency budget.

#### RESOLUTION KKC22-1.13

Moved: Member T Sage

Seconded: Cr A Henry

1. That the Senior Governance Advisor report dated 15 December 2022 titled '2023/2024 Annual Operating Budget' 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 it be recommended to the Annual Plan/Long Term Plan Committee that the Katikati Community Board 2023/2024 Annual Operating Budget should be:

OPERATING COSTS	2023/2024	
Conference	\$2,000	
Contingency	\$8,500	
Grants	\$8,000	
Mileage Allowance	\$2,000	
Street Decoration	\$4,500	

Salaries	<i>Determined by Remuneration Authority</i>
Inter Departmental Charges	<i>Determined by Overhead Cost Allocation</i>
TOTAL OPERATING COSTS	

**CARRIED**

**The Meeting closed at 8:55pm.**

**Confirmed as a true and correct record at the Katikati meeting held on 8 February 2023.**

.....  
Chairperson J Clements

**CHAIRPERSON**

## 9 REPORTS

### 9.1 CHAIRPERSON'S REPORT – FEBRUARY 2023

**File Number:** A5054501

**Author:** John Clements, Community Board Chairperson

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

#### RECOMMENDATION

1. That the Chairperson's report dated 8 February 2023 titled 'Chairperson's Report – February 2023' be received.
2. That the Katikati Community Board approves up to \$..... from the Street Decorations Account to Katch Katikati for the purchase of additional Christmas decorations for the Community Christmas Tree.

#### **Katikati Festivities**

The year has started on a very fast note. There have been a number of events in Katikati during the festive season and the Community Board would like to express its thanks and appreciation to all the organisations and volunteers that have been involved. These events involve a tremendous amount of planning, funding, and organising to be successful, and this year was no exception. The community is greatly appreciative. It is a pity the weather has not always been kind.

#### **Katch Katikati purchase of Christmas decorations**

At the Katikati Community Board meeting held 15 December 2022, Ms Knight was in attendance to seek support for funding from the Street Decoration Fund for the purchase of additional Christmas decorations for the community Christmas Tree. The Community Board will need to decide on the amount of funds they would like to commit to this project.

#### **Katikati 150<sup>th</sup> Anniversary**

Following the presentation by Francis Young to the Community Board meeting a follow up meeting has taken place to review the programme for the Centennial Celebrations and open a discussion on the 150<sup>th</sup> Anniversary and how this could be organised.

#### **Kauri Tree Removal**

The community would appreciate an update on the kauri tree removal as a number of questions have been raised that they have not been able to adequately answer.

Including:



- Can the Chief Executive Officer confirm whether this is on Parks and Reserves land or not? In my view and looking at the maps it is. I have been down to the site and it would appear it is on Parks and Reserves – can you please confirm.

*Staff Comment:*

*It is on the reserve side of the boundary.*

- The Diggelmann family donated the land – are there any caveats on the trees or any constraints when the land was donated?

*Staff Comment:*

*Council purchased the land at market value.*

- What are the future plans for the area and when will this happen? It is reported that the pensioners have been told and obviously other groups have been informed but based on councillor emails not Councillors nor Community Board. If Council believes Councillors have been consulted by indicating they support pensioner housing provided it is cost neutral can Council provide the financial justification that underpins cutting the tree down?

*Staff Comment:*

*New housing is planned for the Heron Crescent site. The design and cost options will be reported back to Council as they are finalised.*

- Who granted the consent for the felling of the trees and was it publicly notifiable?

*Staff Comment:*

*No consent was required.*

Who was consulted? Being informed 3 days before the event, in the Community Board's view is not consultation.

*Staff Comment:*

*The issue regarding the kauri tree has been raised with Council previously.*

- If there is no approved plan, why has this tree been felled? – surely this is putting the cart before the horse? If there is no plan, then why is a second one even being considered? Are there any other trees being impacted?

*Staff Comment:*

*The first tree is impacted by the retaining wall that needs to be built, regardless of the final housing design. The second tree, in the middle of the existing housing will only be removed if it constrains housing development.*

### **Pensioner Housing**

The removal of the kauri tree has generated extreme interest in the community regarding the pensioner housing development and what is planned. There seems to be a good deal of hearsay leaving Community Board members in a position where they

are not able to answer many of the questions raised within the community. These have been raised with the CEO and relevant Councillors.

Community Board members have visited the current pensioner housing in Heron Crescent and have found them to be in reasonable condition and could be renovated and need not be removed. Has a cost benefit analysis been undertaken on this and discussed by Councillors?

*Staff Comment:*

*Council commissioned a report regarding the condition of the existing housing. Council decided to redevelop the site. This provides the opportunity to provide modern units and increase the number of homes where there is high demand.*

1. If they are to be uplifted and relocated who is paying for this and who is benefitting by their relocation?

*Staff Comment:*

*This has not been decided yet. It will form part of the options that go back to Council for a decision.*

2. Councillors do not seem to be aware of these developments, or are denying knowledge, please can you confirm or deny that they are aware and that this has been approved by council.

*Staff Comment:*

*The development of the site has been discussed at Council on several occasions.*

## **Town Plan**

A positive discussion was held with the Deputy General Manager Gary Allis and Kerrie Little regarding the Town Plan. The Market Square concept has reached the draft design stage and is being refined by Boffa Miskell for consultation. In the discussion the issue of having traffic lights at the Beach Road and SH2 intersection was raised as a possibility. This would be of significant assistance as they by-pass is some way away.

The pavement upgrade is still deemed important due to the uneven surfaces. The community would like seats to be installed at the bus stops. Many of the bus users are elderly and seats at the bus stops should be part of the design in this community.

*Staff Comment:*

*The traffic lights at the Beach Road /SH2 intersection is a conceptual idea that has been banded for a few years.*

*Main Road State highway 2 is a Waka Kotahi asset and as such, significant consultation will be required with all key stake holders, utilities providers and adjacent landowners.*

*Roading Engineer and Council would be pleased to work with the Community board to liaise with Waka Kotahi on this proposal.*

*The footpaths throughout the retail precinct have been noted by retailers and residents as in need of rehabilitating. Whilst Council appreciate that the mixed condition may not be aesthetically pleasing, it is considered fit for purpose and within the quantifiable*

*tolerances defined in the maintenance contract. Should the board choose, the footpath rehab could be investigated further and added onto the Community Board roading budget priority list accordingly.*

*Bus shelter options can be investigated on a site basis and assessed in accordance with demand and practicality. Roothing Engineer is happy to liaise with Bay of Plenty Regional Council on this matter. Installation costs can be investigated for any sites deemed suitable. The community Board can add the installation costs to their Roothing budget priority list as they consider appropriate.*

### **Environmental Groups**

A meeting was called by environmental groups to discuss environmental strategy for the Northern Ward. Project Parore said they had received a contract from Regional Council for the Uretara River catchment area upstream from the SH2 bridge. They have been asked to make a presentation to the next Community Board meeting on 8<sup>th</sup> February so that the community can be updated on these plans. Discussions on the wider catchment region are continuing as there is a desire to improve the enter catchment area in support of the Western Bay of Plenty Environment Policy. The Community Board would appreciate a copy of the Council Environmental Policy and their strategy to implement it for this ward.

### **Yeoman Walkway**

As mentioned in the previous report, during the elections many of the candidates were asked about the state of Katikati and felt the standards had slipped over recent times and the town was looking drab. The Community Board has committed to address this and will arrange a survey around the town and engage with Parks and Reserves to see how this could be best addressed. The Yeoman Walkway pathway has been increasingly narrowed by grass and flax overgrowth and in some parts over a meter of path has been affected. Parks and Reserves has been approached to address this issue.

Residents have indicated that work is about to start on the cycle way. This has been the centre of controversy and it would be invaluable if Community Board members were informed of the plans and budget as costs are getting a good deal of attention in these inflationary times.

### **Retaining Embankment**

The Uretara Stream bank is about to get another layer of protection from erosion. Some large rocks (rip rap), will be placed along the bank just downstream from the new Yeoman bridge, extending the existing rock protection. The work is planned for 31 January and will take a week to complete depending on the tides. This is positive news as significant erosion has occurred in recent times.

### **Proposed Pavement Upgrade**

The Community Board has been approached regarding the pavement development from Reruatukahia to Marshall Road. Whilst this is a positive it does not appear in the

Annual nor Long Term Plan and was not a development prioritised by the previous Community Board. Who is funding this and why were the other priorities not addressed? The ratepayers in the Friis and Layla developments do not have a pavement and the new housing development on Tetley appears to be in a similar position – is this also planned?

### **Mural Town**

Katikati has been recognised as the Mural Town for over 30 years due to the good work of Katikati Open Air Art. Other towns have caught up and some fear Katikati has been overtaken. Katikati wishes to be regarded as a creative community. There have been some creative suggestions regarding street signage including pavements.

### **Road Paint**

The Community Board would like Councillors to review the policy on road paint (including pavements) as it is not uncommon in New Zealand and internationally to selectively use different coloured paints to make them stand out making more appealing and safe.

### **Uretara Foot Bridge**

In relation to safety the Community Board requests that a rail be built on the foot bridge across the Uretara River to improve safety. Members of the community have raised a number of near misses and this needs to be addressed.

### **Sport Facilities – Moore Park**

A number of suggestions regarding facilities at Moore Park have been raised and the Community Board requests a copy of the current and future Moore Park Reserve Plan and would like to know when this will be reviewed. This is light of the \$500,000 that has been put into the Long Term Plan for this area for toilets and further development.

The Community Board is proposing that the Northern Harbour Boat Ramp marked in the Long Term Plan for \$4.5m be used to build the ramp at the end of Beach Road to support the Boat Club and enhance the property they purchased at the end of Beach Road. Toilet upgrade at this parking area is a matter of urgency as they are not in good repair.

### **Social Procurement**

The Community Board has asked for a copy of the procurement policy and would like to ask for a policy review to encourage social procurement. Obviously, this must be cost competitive but building local business should be a priority of Council and this can be enhanced through social procurement. The Community Board asks that this policy be reviewed.

*Staff Comment:*

*The current Procurement Manual is available on Council's [website](#). This manual is to be reviewed during 2023 to increase the consideration and inclusion of broader outcomes (including social procurement) when council is procuring its goods and services. The first step is setting new Procurement Principles associated with broader outcomes and*

*these are to be agreed with Council. Further details about the timetable for this has yet to be developed.*

**Kotahi Lane**

The car park and associated reserve on Kotahi Lane is currently underutilised. The Community Board would like the parking area to be sealed, fences to be removed and boulders put in place to restrict access and then signs highlighting it being a parking area and recreation park. Longer term tables and toilet need to be planned for.

**Cemetery**

There has been a request for a toilet to be built at the cemetery along with the chair that is to be funded by the RSA.

**9.2 COUNCILLOR'S REPORT – FEBRUARY 2023****File Number:** A5058566**Author:** Rodney Joyce, Councillor**Authoriser:** John Holyoake, Chief Executive Officer**RECOMMENDATION**

That the Councillor's report dated 8 February 2023 titled 'Councillor's Report – February 2023' be received.

**Removal of Kauri Tree**

There has been community concern expressed to Councillors and Community Board members regarding the recent felling of a kauri tree within Diggelman Park.

Councillors and the board were advised on 13 January that the kauri tree backing onto Diggelmann Park from the Heron Crescent elder housing village would be removed.

Subsequent advice from staff confirms that the downed kauri tree was actually situated on the Diggelmann Park side of the boundary fence with the elder housing village.

While the removal of the tree did not require a resource consent or a public process of consultation, residents have expressed concern that Diggelmann Park commemorates the logging history of the Katikati area, and that the kauri trees were planted to recognise our kauri milling history.

Reference has also been made to section 6.18.2 of the Katikati/Waihi Beach Ward Reserve Management Plan which relates to the protection of existing amenity trees and the requirement to undertaken replacement planting as required.

Staff advise that the kauri was removed to enable the Heron Crescent site to be cleared and civil works to be undertaken before the end of the summer earthworks season in anticipation of the elder housing redevelopment.

The Council is yet to consider specific redevelopment options for the site which will be accompanied by detailed financial costings. Staff anticipate that development options will be considered and decided on by Council in or around April 2023.

Redevelopment of Council's elder housing in Katikati was considered by Council during the last triennium (2019 to 2022) following District-wide community engagement on the future of Council's elder housing portfolio.

There was significant community support for Council retaining its district- wide elder housing portfolio and progressing staged redevelopment to increase the number of

homes. Complicating this has been the subsequent big rises in construction costs and interest rates.

Council also decided in the last triennium that the bulk of the government's "Better Off Funding" to our district of \$5.34m would be allocated to the redevelopment of Katikati's elder housing portfolio, starting with Heron Crescent (\$4.67m).

The balance of \$700,000 is allocated to progressing development/structure planning for Papakāinga projects across the district, with a view to ultimately securing Crown funding for capital costs.

In light of the concern expressed following the removal of the kauri tree, Councillors and staff will be exploring how to balance the need for more warm, dry, efficient elder houses in Katikati and protecting the things that make Katikati unique, like our kauri trees.

Councillors are also aware of the desire by Te Rereatukahia for a collaborative approach to addressing the dire housing situation for Tangata Whenua within Katikati. Conversations have commenced regarding the re-purposing of the units able to be removed from the Heron Crescent site for use within the Te Rereatukahia rohe (area).

Staff advise that they will pursue external funding sources to assist with this project. It should be noted that the units are not planned for relocation to the Hot Springs Road reserve area.

Council looks forward to working closely with Tangata Whenua and the wider community to explore both short term and longer-term options for whānau housing and progressing funding partnerships with key government agencies, such as Te Puni Kokiri and the Ministry for Housing and Urban Development.

I have asked for a review of protection policy in place for all significant trees on council land. Defining what is a significant tree and the process to remove such, if needed, should form part of the policy.

### **Annual Plan 2023/2024**

Council has begun the process of considering its annual plan for the next financial year (starting on 1 July, 2023).

Inflation and rising interest rates are contributing to significant cost-of-living increases for our residents and ratepayers and that is uppermost in the minds of Councillors.

The increases are also driving up costs for the council.

Inflation, interest rate escalations and predictions of the Reserve Bank 'engineering' a recession are all important factors that will feed into this year's budgeting process.

There is a lot of hard work to be done on the Annual Plan before it is approved for consultation late March/early April.

**9.3 KATIKATI COMMUNITY BOARD – ANZAC DAY COMMEMORATION 2023**

File Number: A5054348

Author: Pernille Osborne, Senior Governance Advisor – Board Secretary

Authoriser: Greer Golding, Governance Manager

**EXECUTIVE SUMMARY**

The Katikati Community Board is required to make a decision regarding attendance and presentation of a wreath at the ANZAC Service in Katikati on ANZAC Day, Tuesday 25 April 2023.

**RECOMMENDATION**

1. That the Senior Governance Advisor’s report dated 8 February 2023, titled ‘Katikati Community Board – ANZAC Day Commemoration 2023’, 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 the Katikati Community Board provide a wreath for the ANZAC Day Service, to be paid from the Katikati Community Board Contingency Account (up to the value of \$200).

OR

That the Katikati Community Board do not provide a wreath for the ANZAC Day Service.

4. That ..... represents the Katikati Community Board at the ANZAC Day Service in Katikati on 25 April 2023.

**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 Tuesday 25 April 2023.

**SIGNIFICANCE AND ENGAGEMENT**

1. The Local Government Act 2002 requires a formal assessment of the significance of matters and decision 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.



2. The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.
3. 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**

<b>Interested/Affected Parties</b>	<b>Completed/Planned Engagement/Consultation/Communication</b>
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 2023.
General Public	No consultation is planned. The report recommendation and Community Board decision are publicly available.

**ISSUES AND OPTIONS ASSESSMENT**

<b>Option A To fund an ANZAC Wreath</b>	
<p><b>Assessment of advantages and disadvantages including impact on each of the four well-beings</b></p> <ul style="list-style-type: none"> <li>• <b>Economic</b></li> <li>• <b>Social</b></li> <li>• <b>Cultural</b></li> <li>• <b>Environmental</b></li> </ul> <p><b>Costs (including present and future costs, direct, indirect and contingent costs).</b></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>
<b>Option B To not fund an ANZAC Wreath</b>	

<p><b>Assessment of advantages and disadvantages including impact on each of the four well-beings</b></p> <ul style="list-style-type: none"> <li>• <b>Economic</b></li> <li>• <b>Social</b></li> <li>• <b>Cultural</b></li> <li>• <b>Environmental</b></li> </ul> <p><b>Costs (including present and future costs, direct, indirect and contingent costs).</b></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>
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**STATUTORY COMPLIANCE**

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

**FUNDING/BUDGET IMPLICATIONS**

<b>Budget Funding Information</b>	<b>Relevant Detail</b>
<p>Up to \$200.00 allocated from the Board Contingency Account.</p>	<p>The funding of up to \$200.00 for a wreath to be laid by Katikati Community Board Representatives on ANZAC Day 2023.</p>

## 9.4 INFRASTRUCTURE SERVICES REPORT KATIKATI COMMUNITY BOARD FEBRUARY 2022

**File Number:** A5011121

**Author:** Tracy Harris, Executive Assistant, Infrastructure Group

**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

1. That the Deputy Chief Executive's report dated 8 February 2023, titled 'Infrastructure Services Report Katikati Community Board February 2023', be received.

### ROADING

#### Transportation – Katikati Community Roading

*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 newly elected Board are currently considering reviewing the listed roading account priority list. This review is further to a number of reasons such as the new Board's alternative objectives and vision for Katikati, and the recently announced plans of the 150-year Katikati anniversary and the approval of the Town Centre Plan funding.

Council have resolved to assist the Community board in prioritising capital projects, in line with Councils Levels of service and as funding and resources allow.

<b>Katikati Community Board Roading 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 2022</b>			<b>\$171,710</b>	
Allocation for 2022/23			\$167,640	
Interest 2023			\$5,666	
<b>Subtotal</b>			<b>\$345,016</b>	
<b>Committed Projects</b>			-	
Nil				
<b>Total Committed Projects</b>			-	
<b>Forecast Current Account Closing Balance 30 June 2023</b>			<b>\$345,016</b>	
<b>Projects Priority</b>	<b>Priority</b>	<b>Status</b>		
Town Centre Village Footpath Upgrade (Town Centre Plan funded)	1			
Diggelman Park – Parking Upgrade	1			
Mulgan Street Footpath Installation	1			
Hyde Street Sealing	1			
Mulgan Street to Uretara Bridge Shared Path	1			
Kotahi Lane Car Park Sealing	2			
Kotahi Lane (Southern End) Parking Enhancement	2			
Uretara Landing Reserve Enhancement	2			

### **Marshall Road Urbanisation Project**

*Description:* Upgrading of Marshall Road from Middlebrook Drive to Tetley Road including pavement rehabilitation, drainage improvements, retaining walls, new concrete footpaths and shared paths.

*What's Happened:*

Apex Civil Limited have been engaged to carry out construction.

*What's Next:*

Works will commence in early 2023.

### **Tetley Road Footpath**

*Description:* Construction of a 2.5m shared path between Reretukahia Road and Marshall Road.

*What's Happened:*

WestLink have been engaged to carry out construction.

*What's Next:*

Construction of the shared path has now commenced. Works are expected to be completed during February 2023.

**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. The Geotech assessment is nearing completion.

*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 or Papa kainga purposes.

**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 will be completed this year with the final report to be completed in the New Year.

*What's Next:*

The team are working towards completing outlet modifications, dredging the pond and retaining wall. These will need to be approved by Regional Council and is subject to contractor pricing.

**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 Middlebrook Drive. Investigations are underway on Wharawhara Road intersection improvements which are scheduled to be built next financial year.

*What's Next:*

Middlebrook Drive is complete. Wharawhara Road and SH2 intersection to be designed.

## 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. The UV upgrade has been completed and is performing well. Lutra have been engaged to design the next stage of upgrades and will begin work shortly.

### What's Next:

Upgrade the WWTP to meet resource consent. Preliminary works and geotechnical investigations are scheduled to begin in the new year along with design for the upgrade. The upgrade will consist of a specifically designed nitrogen removal plant recently trialled at the plant.

## OPERATIONS

### Western Solid Waste

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

### Recycling & Greenwaste Centres

#### What's Happened:

The Rubbish & Recycling Kerbside Collection Contract, introduced on 1 July 2021 is continuing to minimise waste to landfill – refer to the table below for waste data for 2022.

<b>WBOPDC Kerbside Tonnes</b>	<b>Jan 2022</b>	<b>Feb 2022</b>	<b>Mar 2022</b>	<b>Apr 2022</b>	<b>May 2022</b>	<b>Jun 2022</b>	<b>Jul 2022</b>	<b>Aug 2022</b>	<b>Sep 2022</b>	<b>Oct 2022</b>	<b>Nov 2022</b>	<b>Dec 2022</b>	<b>Total Tonnes</b>
<b>Waste Tonnes</b>	400	467	546	454	421	395	359	415	394	386	402	515	<b>5154</b>
<b>Recycle Tonnes</b>	155	142	98	143	139	141	125	135	124	117	158	182	<b>1659</b>
<b>Glass Tonnes</b>	235	129	30	100	127	126	75	97	101	105	103	150	<b>1378</b>
<b>Food Tonnes</b>	65	63	5	0	25	40	32	37	47	31	45	42	<b>432</b>

*What's Next:*

Council has been working with EnviroWaste to design a new improved PAYT tag. New PAYT tags will continue to look and work in the same way. The redesign is focussed on addressing a few easy improvements including:

- Alternative material that can withstand UV, rain and wind.
- New easy release design, similar to a luggage tag, that reliably breaks as the bin is emptied.
- Anti-copying watermarks that show up when the PAYT tag has been copied.

The current PAYT tags remains valid and won't be switched out for the new tags. Full media release and communications regarding the tags will be made during February 2023.

**Mobile Recycling Trailers***What Happened:*

Two mobile recycling trailers makes its rounds in the rural part of the district on a rostered basis. The trailers visit Omanawa Hall, Te Ranga School and BP Pongakawa. The next outing and what can be recycled can be found [here](#).

*What's Next:*

Council is gathering data and consulting with regular users to see if the trailer visit frequency and time on site is meeting the needs of the communities using the trailers.

**Establishing Community Resource Recovery Centres***What Happened:*

A feasibility study (with community and tangata whenua consultation) is underway to look at the viability of establishing community led resource recovery centres in Athenree, Katikati and Te Puke.

*What's Next:*

Assess the results from the feasibility report for next steps.

**Emergency Management**

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

*What's Happened:*

- Staff have met with the Kauri Point Community Response team to meet their new team member and to discuss their reviewed Kauri Point Community Response Plan.
- A Memorandum of Commitment has been created for St Pauls Church to confirm its use as a civil defence centre. This has been finalised and ready for signing.
- A children's activity pack was created and distributed online and at Katikati library to encourage emergency preparedness discussions in households over the summer holidays.

*What's Next:*

- The WBOPDC Emergency Management Team will be working with the community to strengthen capability of Community Led Centres capable of standing up during an emergency event in Katikati.
- A review of tsunami maps across the Bay of Plenty region are underway with proposed new maps to be presented to the community in coming months. This will be accompanied by an education plan for the communities in Western Bay of Plenty.

## ATTACHMENTS

1. **MAS Katikati Community Board February 2023**  



<b>Action Sheets Report</b>	<b>Division:</b> Infrastructure Services Group <b>Committee:</b> Katikati Community Board	<b>Printed:</b> February 2023
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Meeting	Officer/Director	Section	Subject
<b>Katikati Community Board 10/11/2021</b>	<b>Little, Kerrie</b>	<b>New Item</b>	<b>CCTV Applications</b>

The Board requested to view the CCTV camera applications for Katikati to see if there were any that the Board could help contribute funding towards. The Board had been asked by Councils CCTV working party to contribute 50% of the cost for a CCTV camera on the Corner of State Highway 2 and Tetley Road, Katikati. The Board passed a formal resolution to part fund the requested camera.

**February 2023:**

The camera that is being installed on the corner of Tetley Road and Rereatukahia Pa Road is still under action. Staff are waiting for contractors to thrust cabling under the road. This has been impeded by weather.

**November 2022:**

CCTV camera applications that were received but were not selected for installation from this years funds are listed below:

Katikati - Katikati Rugby & Sports Club
Katikati - Mayor Street / Uretara Domain (car park /freedom camping site)
Katikati - Ongare Point
Katikati - Tanners Point Boat Ramp
Katikati - Tanners Point Road and SH2
Katikati - The Arts Junction

Due to the original design by the contractor not allowing for the ducting, the camera that was proposed to be installed at the corner of State Highway 2 and Tetley Road, Katikati will now be installed on the corner of Tetley Road and Rereatukahia Pa Road. The estimated timeframe for installation is anticipated to be sometime in January 2023.

**July 2022:**

Halfway through the build of roundabout. Streetlights installed on Tetley Road but not on the other side. Camera installation is due approx. end of July.

**May 2022:**

Waka Kotahi (NZTA) is currently installing a roundabout on State Highway 2 and Tetley/Rae Road. The current quote is \$11,500, but this could change depending on design of RAB and confirmation from NZTA of ducting installation etc. Staff are awaiting a response from NZTA as to timeframe.

**Action Sheets Report**

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

**Printed:** February 2023

**March 2022:**

The CCTV installation at the intersection of Tetley and SH2 is on hold pending completion of the SH safety improvement traffic circle planned for this intersection. Conduiting for the proposed camera as been requested to be included in these works.

**January 2022:**

Below is a summary of the locations where CCTV cameras were requested in the Katikati area through the CCTV Application process., Katikati CCTV Applications.

- Intersection of SH2 and Tetley Road (confirmed - installation to be funded in 50/50 partnership with KKCB)
- Beach Road and Park Road intersection
- Main Road / Jocelyn Street
- Moore Park
- Morton Road Bus Shelter and Tennis Courts
- Pukakura Road / Beach Road
- Beach Road / Park Road intersection
- Beach Road Boat Ramp and Toilets
- Dave Hume carpark
- Fairview Road / Carisbrook Street intersection
- SH 2 / Kauri Point Road
- SH 2 / Tanners Point Road
- SH 2 / Tuapiro Road (confirmed installation to be funded by WBOPDC Compliance team with an additional camera being installed at Tuapiro Reserve funded by Reserves and Facilities)
- SH 2 / Busby Road
- Sharp Road / SH2

Please be aware that the above applications have been declined by the CCTV Working Party due to budgetary constraints and the Katikati Community Board would have to apply to Council to fund any additional cameras. Also, Council would need to approve acceptance of the ongoing maintenance and depreciation costs for any additional CCTV cameras.

<b>Action Sheets Report</b>	<b>Division:</b> Infrastructure Services Group <b>Committee:</b> Katikati Community Board	<b>Printed:</b> February 2023
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Meeting	Officer/Director	Section	Subject
<b>Katikati Community Board 30/03/2022</b>	<b>Hall, Ashley</b>	<b>Reports</b>	<b>Infrastructure Services Report Katikati Community Board March 2022</b>

**RESOLUTION K22-2.6**

That the Katikati Community Board approve the investigation of options for the following roading and town centre projects:

**Priority 1:**

1. Town Centre Village Footpath Upgrade (Town Centre plan funded)
2. Diggelman Park - Parking Upgrade
3. Mulgan Street Footpath Installation
4. Hyde Street Sealing
5. Mulgan Street to Uretara Bridge Shared Path

**Priority 2:**

6. Kotahi Lane Car Park Sealing
7. Kotahi Lane (Southern end) Parking Enhancement
8. Uretara Landing Reserve Enhancement

And that the Roading Engineer West report back to the Board on progress.

**February 2023:**

With consideration to the Town Centre fund approval, the Katikati 150-year anniversary, and new Board with new ideas, it has been suggested that the roading account priorities could be reconsidered.

**November 2022:**

A workshop will be held with the Board to discuss the town centre projects. There will need to be a further workshop and walk over with the Board to prioritise the above projects and set a programme that aligns with the budget.

**July 2022:**

The Board are yet to adopt the Town Centre plan. This will release funding for the prioritised enhancements. Notwithstanding these preliminary investigations and discussions have commenced on a number of proposals.

**May 2022:**

Investigations are progressing with a number of contractors and suppliers.

<b>Action Sheets Report</b>	<b>Division:</b> Infrastructure Services Group <b>Committee:</b> Katikati Community Board	<b>Printed:</b> February 2023
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Meeting	Officer/Director	Section	Subject
<b>Katikati Community Board 20/07/2022</b>	<b>Hall, Ashley</b>	<b>New Item</b>	<b>Kea Crossing - Park Road, Katikati</b>

**RESOLUTION K22-4.8**

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 Roding Account.

**February 2023:**

The construction of the Kea Crossing commenced in the beginning of January 2023. Construction is scheduled to be completed prior to the start of school term 1 .

**November 2022:**

The Kea crossing design has now been completed. The installation is scheduled for completion prior to the commencement of term 1, 2023.

<b>Action Sheets Report</b>	<b>Division:</b> Infrastructure Services Group <b>Committee:</b> Katikati Community Board	<b>Printed:</b> February 2023
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Meeting	Officer/Director	Section	Subject
<b>Katikati Community Board 12 August 2020</b>	<b>Watson, Peter</b>	<b>Reports</b>	<b>Haiku Park – Develop Leased Area between Haiku Reserve, Donegal Place and Henry Road Cycle Trail</b>

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

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.

**February 2023:**

A meeting with the Board has yet to be arranged. It should be noted that the lower part of the reserve is being considered as a potential dog exercise area.

**November 2022:**

Staff will arrange to meet with the Board to discuss the draft Concept Plan.

**July 2022:**

The data for this update is not available at this time due to staff absences from the office.

**May 2022:**

A meeting with the Board is being arranged.

**March 2022:**

Subject to Covid -19 requirements, staff would like to attend the next Community Board workshop to present the draft plan and seek feedback.

**January 2022:**

A draft plan has been received and is being reviewed by staff before presenting the plan to the Community Board, tangata whenua and other interested parties.

**November 2021:**

The concept plan is being managed by an external consultant due to current Reserves and Facilities project workload. The delivery of the draft plan is being rescheduled to the New Year at which time we plan to present a copy to the Board for feedback.

**August 2021:**

Projects are being rescheduled due to the recent Covid-19 lockdown.

**Action Sheets Report**

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

**Printed:** February 2023

**July 2021:**

Staff have received fee back from Tangata Whenua to input to the draft concept plan. A draft concept plan is expected to be ready for Board and stakeholder feedback by October 2021.

**May 2021:**

Staff note that the Board have requested a copy of the concept plan for the site.

Staff have recently met with Tangata Whenua to seek their input to the Concept Plan. A copy of the "draft" concept plan will be provided to the Board once it has been prepared.

**March 2021:**

Initial engagement with Tangata Whenua has been undertaken. Engagement with other community groups is planned. In the meantime, the site will be mowed with a flail mower where this is achievable.

**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.

**November 2020:**

The preliminary engagement is planned to take place in January/February 2021.

**September 2020:**

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

Due to other project workload, the concept plan implementation has been delayed until Autumn 2021, subject to project funds being approved.

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).

The adjoining property owners will be involved in the preliminary engagement process.

A 'Draft' concept plan will be prepared based upon the preliminary feedback, before seeking wider public feedback.

**9.5 KATIKATI FINANCIAL REPORT – DECEMBER 2022**

File Number: A5003059

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 period ended 30 December 2022 (**Attachment 1**).

Total operational costs are under budget YTD.

**RECOMMENDATION**

That the Financial Business Advisor's report dated 8 February 2023, titled 'Financial Report Katikati – December 2022', be received.

**Grant payments made to date:**

<b>Resolution</b>	<b>Description</b>	<b>\$</b>
	No transactions year to date	0
<b>2022/23 Grants</b>		<b>0</b>

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

<b>Resolution</b>	<b>Description</b>	<b>\$</b>
	2021/22 Opening balance	9,888
	No transactions year to date	0
<b>2022/23 Closing balance</b>		<b>9,888</b>

**Committed – Operational Expenditure**

<b>Resolution</b>	<b>Account</b>	<b>Description</b>	<b>\$</b>
K22-4.5	Contingency	Approve up to \$1,000 for cost relating to the Katikati Community Plan and Town Centre Plan presentation and celebration evening.	1,000
<b>Total outstanding operational commitments</b>			<b>1,000</b>

**2022/23 Reserve Analysis:**

<b>Description</b>	<b>\$</b>
2022/23 Opening balance	78,263
No transactions to date.	0
<b>2022/23 Closing balance</b>	<b>78,263</b>

**ATTACHMENTS**

- 1. Financial Report Katikati – December 2022**  



<b>Western Bay of Plenty District Council Income and Expenditure Statement For the period ended 31 December 2022</b>						
<b>Katikati Community Board</b>						
	Year to Date				Full Year	Last Year
	Actual \$	Budget \$	Variance (Unfav)/Fav \$		Budget \$	Actual \$
<b>Direct Costs</b>						
Additional Levels of Service	0	0	0	<input checked="" type="checkbox"/>	0	0
Conference Expenses	0	612	612	<input checked="" type="checkbox"/>	1,224	0
Contingency - [see breakdown below]	316	1,026	710	<input checked="" type="checkbox"/>	2,052	431
Grants	0	4,110	4,110	<input checked="" type="checkbox"/>	8,224	12,875
Mileage Allowance	0	1,026	1,026	<input checked="" type="checkbox"/>	2,052	0
Salaries	12,416	13,968	1,552	<input checked="" type="checkbox"/>	27,936	28,465
Security	287	3,342	3,055	<input checked="" type="checkbox"/>	6,684	719
Street Decoration	0	2,316	2,316	<input checked="" type="checkbox"/>	4,632	0
Inter Department Charges	20,130	20,130	0	<input checked="" type="checkbox"/>	40,260	39,168
Operating Costs	13,018	46,530	33,512	<input checked="" type="checkbox"/>	93,064	81,658
<b>Total Operating Costs</b>	<b>33,148</b>	<b>46,530</b>	<b>13,382</b>	<input checked="" type="checkbox"/>	<b>93,064</b>	<b>81,658</b>
<b>Total Direct Costs</b>	<b>33,148</b>	<b>46,530</b>	<b>13,382</b>	<input checked="" type="checkbox"/>	<b>93,064</b>	<b>81,658</b>
<b>Total Costs</b>	<b>33,148</b>	<b>46,530</b>	<b>13,382</b>	<input checked="" type="checkbox"/>	<b>93,064</b>	<b>81,658</b>
<b>Income</b>						
Rate Income	46,530	46,530	0	<input checked="" type="checkbox"/>	93,060	101,063
<b>Total Direct Income</b>	<b>46,530</b>	<b>46,530</b>	<b>0</b>	<input checked="" type="checkbox"/>	<b>93,060</b>	<b>101,063</b>
<b>Net Cost of Service</b>	<b>13,382</b>	<b>0</b>	<b>13,382</b>	<input checked="" type="checkbox"/>	<b>(4)</b>	<b>19,405</b>
<b>Contingency - breakdown</b>				<input checked="" type="checkbox"/>	<i>Favourable Variance</i>	
Katikati Community Plan and Town Centre Plan presentation and celebration evening	316			<input checked="" type="checkbox"/>	<i>Non Favourable Variance</i>	
<b>Year to date contingency costs</b>	<b>316</b>					
<b>Community Board Reserves</b>						
<b>Opening Balance - Surplus (Deficit)</b>	<b>78,263</b>					
No transactions to date	0					
<b>(Decrease) Increase in year</b>	<b>0</b>					
<b>Closing Balance - Surplus (Deficit)</b>	<b>78,263</b>					
<b>Town Centre Development Reserves</b>						
<b>Opening Balance - Surplus (Deficit)</b>	<b>514,161</b>					
No transactions to date	0					
<b>(Decrease) Increase in year</b>	<b>0</b>					
<b>Closing Balance - Surplus (Deficit)</b>	<b>514,161</b>					
<b>CE Miller Estate Restricted Reserves</b>						
<b>Opening Balance - Surplus (Deficit)</b>	<b>9,888</b>					
<b>(Decrease) Increase in year</b>	<b>0</b>					
<b>Closing Balance - Surplus (Deficit)</b>	<b>9,888</b>					