

Mā tō tātou takiwā  
**For our District**

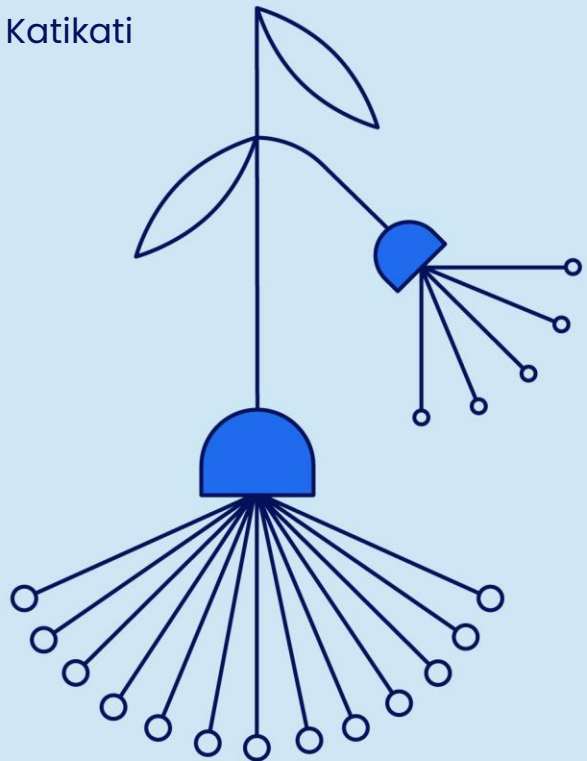
## **Katikati Community Board**

Pōari ā Hapori o Katikati

KKC23-4

Wednesday, 31 May 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, 31 May 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>
<b>6</b>	<b>Public Excluded Items .....</b>	<b>4</b>
<b>7</b>	<b>Public Forum.....</b>	<b>4</b>
<b>8</b>	<b>Minutes for Confirmation .....</b>	<b>5</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 5 APRIL 2023**

**File Number:** A5278499

**Author:** Jahneisha Osborne, Governance Support Administrator

**Authoriser:** Greer Golding, Governance Manager

#### **RECOMMENDATION**

1. That the Minutes of the Katikati Community Board Meeting held on 5 April 2023 as circulated with the agenda be confirmed as a true and correct record.
2. That the Chairperson's electronic signature be inserted into the confirmed minutes.

#### **ATTACHMENTS**

1. Minutes of the Katikati Community Board Meeting held on 5 April 2023

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
KATIKATI COMMUNITY BOARD MEETING NO. KKC23-3  
HELD IN PĀTUKI MANAWA, 21 MAIN ROAD, KATIKATI  
ON WEDNESDAY, 5 APRIL 2023 AT 7.00PM**

## **1 PRESENT**

Chairperson J Clements, Member A Earl, Member T Sage, and Cr R Joyce

## **ABSENT**

Member N Mayo, and Cr A Henry

## **2 IN ATTENDANCE**

J Holyoake (Chief Executive Officer), G Golding (Governance Manager) and J Denyer (Mayor).

## **3 APOLOGIES**

Nil

## **4 CONSIDERATION OF LATE ITEMS**

Nil

## **5 DECLARATIONS OF INTEREST**

Nil

## **6 PUBLIC EXCLUDED ITEMS**

Nil

## **7 PUBLIC FORUM**

### **7.1 EWEN LUSKY – COUNCIL STAFF SALARIES**

Mr Lusky was in attendance and spoke regarding Council's staff salaries he raised the following points:

- He was of the belief that, to reduce future rates increases, staff salaries should be decreased.
- He queried what value the ratepayers get from Council for funding staff salaries.

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**7.2 JIM DAVISON – CHAIRPERSON, KATIKATI WAR MEMORIAL HALL**

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Mr Davison provided an update on the Katikati War Memorial Hall, and noted the following points:

- The hall was an asset owned by the Hall Committee, and was currently operating well, with 80 bookings for April.
  - The hall's overall financial position was healthy.
  - Maintenance had been underway, including upgrades to backstage dressing rooms, and to internal spouting's.
  - The earthquake rating for the hall was 33% of a new building standard, which corresponded to a rating of Grade D (20-34%).
  - The Committee had contacted Council previously regarding what action needed to be undertaken but had not heard back. The Committee had funding and contractors available for these upgrades but required advice on what needed to be done to earthquake-proof the building.
  - The Committee was ready to upgrade the building as soon as possible, despite receiving a letter stating that works did not need to be completed until 2035.
  - Without earthquake-proofing, the hall must display an Earthquake Prone Building (EPB) notice. It was believed that this would cause unnecessary concern for the hall's users.
  - If the hall doesn't display the notice, they could face a fine of up to \$20,000.
  - It was requested that the Community Board assist the Committee in seeking information on what was required to earthquake-proof the hall. The Chief Executive Officer advised that he would follow this up directly with the Committee.
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**8 MINUTES FOR CONFIRMATION****8.1 MINUTES OF THE KATIKATI COMMUNITY BOARD MEETING HELD ON 8 FEBRUARY 2023**

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Cr Joyce queried whether there was an update to resolution KKC23-2.6. It was noted that this was included to be assessed through the Policy and Planning work programme.

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**RESOLUTION KKC23-3.1**

Moved: Cr R Joyce

Seconded: Member A Earl

That the Minutes of the Katikati Community Board Meeting held on 8 February 2023 as circulated with the agenda be confirmed as a true and correct record, with the below amendment.

- 8.1 Brodie Davis – Project Parore
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**CARRIED**

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## **9 REPORTS**

### **9.1 CHAIRPERSON'S REPORT – APRIL 2023**

The Board considered a report dated 5 April 2023 from the Chairperson. The report was taken as read, noting the following:

- It was noted Mr Davison's name was incorrect in the report. It should be Jim Davison, not Jim Boyes.
- The Board requested a tour of the parks and reserves in the Katikati-Waihi Beach Ward, facilitated by Council staff.
- The Board requested a presentation from staff regarding the Market Square concept plans and landing, so that the Board can remain up to date. It was noted that the current plans were a draft, and public consultation would happen in due course.
- A meeting would be arranged by the Board to invite organisations to provide their opinions regarding Moore Park upgrades.
- There was discussion regarding bus stops in Katikati, and the need for bus shelters rather than just benches. This would be discussed further at a Community Board workshop, and raised at a future meeting.
- It was noted that the legislative requirement to advertise meetings is fulfilled. The Board decided to additionally advertise on digital platforms, rather than in the Katikati Advertiser.
- The Christmas Garlands item would be a funding request on the next Community Board agenda, rather than a grant application. This would come out of the Street Decorations Account.

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### **RESOLUTION KKC23-3.2**

Moved: Member A Earl

Seconded: Member T Sage

That the Chairperson's report dated 5 April 2023, titled 'Chairperson's Report – April 2023' be received.

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**CARRIED**

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### **9.2 COUNCILLOR'S REPORT – APRIL 2023**



The Board considered a report dated 5 April 2023 from Cr Henry. The report was taken as read, noting the following:

- Since the report was written, Council had begun public consultation on the Annual Plan. Submissions can be made by individuals, and the Community Board.
- There was no 'Have Your Say' event currently planned for Katikati, but there was one set for Te Puke, Waihi Beach, and Te Puna.
- The Chief Executive Officer suggested that the public make submissions on the Annual Plan to Council.
- Waka Kotahi's speed management plan may not progress as originally planned, as noted in the agenda.
- The Three Waters update was not provided at the Katikati-Waihi Beach Community Forum on 27 March 2023.

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### RESOLUTION KKC23-3.3

Moved: Member A Earl

Seconded: Member T Sage

That the Councillor's report dated 5 April 2023 titled 'Councillor's Report – April 2023' be received.

**CARRIED**

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### 9.3 GRANT APPLICATION – APRIL 2023

The Board considered a report from the Governance Support Administrator. The report was taken as read.

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### RESOLUTION KKC23-3.4

Moved: Chairperson J Clements

Seconded: Member A Earl

1. That the Governance Support Administrator's report dated 5 April 2023 titled 'Grant Application – April 2023' be received.
2. That the Katikati Community Board approve the grant application from Grow On Katikati for **\$1,150.00 including GST** to assist with the purchase of a laptop, and website development and hosting. This grant will be funded from the Katikati Community Board Grants Account, subject to all accountabilities being met.

**CARRIED**

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**9.4 INFRASTRUCTURE SERVICES REPORT KATIKATI COMMUNITY BOARD APRIL 2023**

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The Board considered a report from the Executive Assistant Infrastructure. The report was taken as read, noting the following points:

- It was queried whether the Highfields Stormwater Pond project had exceeded the allocated funding, or whether it was within the budget. Council would investigate this and provide an answer to the Board.
- The Diggelman Park project in the Projects Priority table referred to the increase in number of carparks. The resealing of the road had already taken place. This item would be discussed at the Board's next workshop.
- The Tetley Road Footpath project was not part of the Annual Plan or Long Term Plan (LTP). It was queried what the cost of the Rereatukahia Road/Marshall Road construction would be. An answer could not be provided, and this would be followed up.
- The Agapanthus in the Katikati Hot Springs Road Cemetery had not yet been trimmed. There was a service request put in during September 2022 regarding this.
- No groups had yet been approached regarding establishment of Community Resource Recovery Centres, as Council was still studying the feasibility of this.

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**RESOLUTION KKC23-3.5**

Moved: Member T Sage

Seconded: Member A Earl

That the Deputy Chief Executive's report dated 5 April 2023, titled 'Infrastructure Services Report Katikati Community Board April 2023', be received.

**CARRIED**

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**9.5 KATIKATI FINANCIAL REPORT – FEBRUARY 2023**

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

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**RESOLUTION KKC23-3.6**

Moved: Member T Sage

Seconded: Member A Earl

That the Financial Business Advisor's report dated 5 April 2023, titled 'Financial Report Katikati – February 2023', be received.

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**CARRIED**

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**The Meeting closed at 8:31pm.**

**Confirmed as a true and correct record at the Katikati Community Board meeting held on 31 May 2023.**

.....  
Chairperson J Clements

**CHAIRPERSON**

## 9 REPORTS

### 9.1 CHAIRPERSON'S REPORT – MAY 2023

**File Number:** A5376651

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

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

#### RECOMMENDATION

That the Chairperson's report dated 31 May 2023, titled 'Chairperson's Report – May 2023' be received.

### Annual Plan

The Community Board proposal for the Annual Plan has been submitted and a presentation made to Council. The focus on the presentation was renewal, rejuvenation and resilience based on equity of rates across all three wards and efficiency of spend. The priorities as stated in the Katikati Community Board submission to the Annual Plan are:

- Develop the Market Square and the Landing to attract visitors.
- Commercial/industrial land availability – to make it easier for businesses to establish and jobs to be created in the town.
- Attracting young families to Katikati – actively attract and appeal to younger families to move to Katikati. Needs investment in facilities and jobs to help achieve this.
- Facilities – allow for a range of sport codes along with toilet facilities. Need hard surface courts (for netball/basketball/tennis) at Moore Park.
- Support increased medical centre facilities to meet increased demand.
- Development of Beach Road Northern Harbour boat ramp area as an integrated facility.

Our survey for input into the Annual Plan highlighted that inflation and interest rate increases are putting pressure on the average household, and constraint regarding rate increases is important, noting a 7.4% increase is too high. Our Board is of the firm belief that any cuts should be evenly spread across the District along with equity of spend.

**Construction of Shared Pathway from the Yeoman Bridge to Park Rd Reserve**

At the recent Parks & Reserves site visit/tour with the Reserves and Facilities Manager, the progress on this project was discussed with the Board. The 'temporary' construction access road, or 'service road', is shown in the picture below.

The purpose of this temporary construction access road is to allow the contractor to establish their machinery on site and to bring in materials for the construction of the shared pathway.

It was noted that there is a Geotech cloth under the metaled accessway, which along with the metal will be removed at the completion of the project following which this part of the reserve will be reinstated in grass.





Once the concrete has cured, then the soil will be aligned with the concrete edge to level the pathway, and there are plans in place to widen the boardwalk to be the same width.

### **Elder Housing**

A community meeting is planned for 30 May 2023 to discuss the proposed design options. This will take place from 12pm to 2pm at Diggelmann Park, next to the redevelopment site. Councillors and Council staff will be on hand to explain what the plans are.

### **Coronation and Tree Planting**

There was a tree planting ceremony held in Diggelmann Park, to commemorate the Coronation of King Charles III. The Board has queried the possibility of this park being rezoned as a reserve, and it was noted that the park currently has a status of 'fee simple', as identified in the Katikati/Waihi Beach Reserve Management Plan. In order to change the status, Council would be required to go through the Reserves Act process to give it a Reserves Act classification.



**Market Square**

The Market Square plans are currently being prepared by Boffa Miskell, and it is intended that there will be a recommendation to proceed with the project at the next Community Board meeting in July 2023. This development, along with discussions on a synchronised traffic light at the Beach Road/State Highway 2 intersection, would be a positive improvement.

**Creative Community**

The Community Board wishes to encourage local creative/design thinking, to attract visitors and give the town a point of difference. Design needs to be part of our investment, so people stop and enjoy a unique and creative environment. The Katikati Open Air Art and the murals set a sound base. Besides creative seating, more murals and art in the parks, and creative road crossings, is needed, as is evident in many other towns.

The request for creative road crossings and street furniture will be referred to the Transport Activity Review that is currently in progress.

**Marshall Road Improvements**

The work that is being undertaken on Marshall Road is progressing but has been delayed by the weather and some unexpected re-alignment of infrastructure. The Industrial Park received attention at the Annual Plan presentation, and Council offered to work with the Community Board and land-owners to progress this. This is one of the entrances to the industrial area. A structure plan for the whole of the industrial area has been developed and we need to take it to the next stage.

**Bus Stops**

There are several bus stops where passengers are exposed to the elements and there is no seating – such as Park Road, RSA retirement village, Fairview etc. The Community Board has spoken to Tauranga City Council and some used bus shelters are available.

It was noted that the first step is for the Community Board to resolve to fund the costs of the refurbishments to the used bus shelters. All costs associated with the bus shelters are to be sourced from the Community Board roading account. Council is willing to liaise with Bay of Plenty Regional Council, who run the bus service. Approximated costs have been provided to the Community Board, but are not confirmed costs. There is also an opportunity for the Community Board to consider new bus shelters, instead of the used ones.

**Northern Inner Harbour**

The Community Board has held discussions with the Boat Club regarding the improvement of the jetty at the end of Beach Road, as well as the Northern Harbour Boat ramp. This would be a positive, as it would encourage a boating hub, a point for researchers in the Inner Harbour to meet, and an eco-agriculture knowledge base. The Community Board has written a letter of support regarding this issue. The Community Board submission to the Annual Plan, relating to the Beach Road Reserve, boat ramp, and property, is yet to be considered by Council.

**Parks and Reserves Tour**

The Community Board had a tour of the Parks and Reserves within the ward on 15 May 2023. The tour was informative and various issues were discussed:

- The RSA request for a seat and for water at the cemetery is being followed up.
- Kotahi Lane carpark area and adjoining car park needs development and a decision on the cherry trees. Information received from Council notes that Kotahi Lane and the cherry trees is a town centre/roading matter and can be inspected on a future town centre/roading visit. The carpark can be sealed funded from either the town centre fund or the Community Board's roading account. There has been previous consideration from the Board regarding the removal of the cherry trees, nothing that some of the trees are privately owned. If the Board wishes to propose this, then a resolution will need to be passed to this effect.
- The need for Kotahi Lane carpark area to be zoned for freedom camping and to be sealed needs to be explored. This request can be considered when the Freedom Camping Bylaw is next reviewed in 2025.
- There is a need to review and update the Moore Park Parks and Reserve Management Plan and get the input of all the interested parties. Staff will raise this with the Strategic Policy and Planning Programme Director, and will need to be considered in the Policy & Planning Work Programme.
- Many of the parks need toilet facilities or toilet facility upgrades along with some extra playgrounds, especially Moore Park. This will be referred to the Long Term Plan process in order to secure funding to undertake requested improvements.

**Industrial/Technology Park**

The Chair of the Community Board has liaised with interested parties and invited them to a meeting with Council to progress discussions on the Industrial/Technology Park in light of there being a structure plan in place. There has been a positive response to this initiative, of which the Community Board is supportive. The Community Board have made a submission to the Annual Plan regarding progress with the development of the industrial area. Council is yet to consider the submission.



**9.2 COUNCILLOR'S REPORT – MAY 2023****File Number:** A5412374**Author:** Anne Henry, Councillor**Authoriser:** John Holyoake, Chief Executive Officer**RECOMMENDATION**

That the Councillor's report dated 31 May 2023 titled 'Councillor's Report – April 2023' be received.

**Annual Plan (AP) 2023 –2024:**

Council consulted on the next AP for Western Bay of Plenty District Council between 30 March – 30 April. 310 submissions received, and 16 of those were presented to Councillors in Council Chambers. The topic that received the highest number of submissions was the Dave Hume Pool Cover, followed by the proposed rate increase of 7.41%

The Annual Plan Committee has considered this feedback and is now in the process of deliberating the options and issues associated with what has been heard from across the district. The next step for this Committee, is on 14 June 2023, where decisions need to be made on each of the options for this AP. Careful consideration will be taken on how each option will affect the final rate strike for 2023–2024 and what implications would that rate make to the following years of our 2021–2031 Long Term Plan. The decision that is reached becomes a recommendation to adopt the Annual Plan and Fees and Charges for 2023–2024 at the Council Committee Meeting 28 June 2023.

**Katikati – Waihi Beach Community Forum:**

This forum was a first for our ward – a gathering held without the constraints of Council formal meeting protocol. The event was well attended, with many residents from across our Ward. Participants were appreciative of the opportunity to be able to present their points and have interactive dialogue with others across the room. Some questions were able to be answered on the night, those that were not followed up by staff over the following days. There is importance of receiving any issue or concerns from our residents, is that it is then followed up so that loop can close. We are in new territory, so I am open to

suggestions on how these sessions can work best for you. Email me at [Anne.Henry@westernbay.govt.nz](mailto:Anne.Henry@westernbay.govt.nz) with your suggestions.

There were common themes shared during the first three ward forums. The main themes were service levels for our Roading and in our Parks and Reserves, general maintenance of stormwater infrastructure, CCTV cameras, and options for safer roads. At our first Community Committee on 4 May 2023, meeting, three resolutions were raised and referred to the appropriate Council Committees: CCTV policy review to the Strategy and Policy Committee, matters relating to levels of operational services and performance district-wide to the Projects and Monitoring Committee for a workshop, and the matter of local social procurement as part of the review of Council's procurement approach to the Audit, Risk and Finance Committee.

**Next Katikati – Waihi Beach Forum:**

7pm – Wednesday 14 June at Bowentown Boating Club.

The plan is to take the Forum meetings to a variety of locations, with the idea that more residents would have the opportunity to share their thoughts and experiences with us.

Hope to see you there.

Cr Anne Henry

### 9.3 REQUEST FOR FUNDING – KATIKATI WAR MEMORIAL HALL

**File Number:** A5283206

**Author:** Jahneisha Osborne, Governance Support Administrator

**Authoriser:** Greer Golding, Governance Manager

#### EXECUTIVE SUMMARY

A request has been received from Jim Davison on behalf of the Katikati War Memorial Hall, for the funding of new Christmas decorations for the Hall and Market Square (**Attachment 1**).

The request is for \$3,510.00, excluding GST, and will be put towards the supply of Christmas garlands and lights to replace those that are used at present, as they need replacing.

#### RECOMMENDATION

1. That the Governance Support Administrator's report dated 31 May 2023 titled 'Request for Funding – Katikati War Memorial Hall' 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 approve the funding request of \$3,510.00 from the Katikati War Memorial Hall Committee, to contribute towards the purchase of new Christmas garlands and decorations. This will be funded from the Katikati Community Board's Street Decorations budget.

#### OR

That the Katikati Community Board do not approve the funding request from the Katikati War Memorial Hall Committee.

#### BACKGROUND

Each year, a group of volunteers decorate the Katikati War Memorial Hall and the Market Square with Christmas decorations. The Christmas tree is the property of Katch Katikati, while the garlands, light filters, and lights are funded by the Hall Committee. The Hall Committee are requesting half the cost of ten new three metre garlands, at a total cost of \$7,020.00.

The Community Board currently have \$2,500.00 left in the Street Decorations budget for the 2022/2023 financial year.

### 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.

### ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication
Katikati War Memorial Hall	The applicant will be advised of the outcome of their respective funding request.

### FUNDING/BUDGET IMPLICATIONS

Budget Funding Information	Relevant Detail
Katikati Community Board Street Decorations Budget	<p>As part of the Katikati Community Board operating budget for 2022/23, the Board have allocated funds to a Street Decoration Budget as follows:</p> <p>Annual Budget      \$4,500.00</p> <p>Current Balance      \$2,500.00</p> <p>If the Katikati Community Board approves the Katikati War Memorial Hall Funding Request, it will leave a deficit of \$1,010.00 in the Street Decorations Account. The Finance team have advised that the deficit can be offset at the end of the financial year.</p>

## ATTACHMENTS

1. **Attachment 1 – Request for Funding Letter – Hall Christmas Garlands**  

9 March 2023

Mr John Clements  
Chairman  
Katikati Community Board  
Email: john.clements@westernbay.govt.nz  
Katikati

Katikati Memorial Hall Committee  
P O Box 385  
Katikati

Dear John

Christmas Garlands

Each year, a group of volunteers dress the Hall and Memorial Square with Christmas decorations which creates a worthy festive atmosphere for the town. The Christmas tree is the property of Katch Katikati while the garlands, red and green light filters and the fairy lights in the trees are funded by the Hall Committee.

Over the last seven years, the garlands have weathered to a point where they are passed their use by date while the light filters (which are also used during the ANZAC week) are constantly uplifted by light fingers.

The Hall Committee is willing to continue dressing the Memorial Square and perhaps adding some decorations to the main Hall entrance so as to extend the festive feeling to Market Square. In addition, the Committee would continue to provide the electricity to run the garlands, Christmas tree lights and up-lights and replace any light filters that go astray.

A financial contribution from the Katikati Community Board would be appreciated. For ten new 3 metre garlands, the cost is \$7,020 plus gst. If the Board could come up with half this amount (\$3,510 plus gst) it would lessen the costs faced by the Hall Committee. Considering that this investment will last for a good seven to eight years, we feel that the town would be getting excellent value for money from both the Hall's and Board's contribution.

I await your Board's reply

Yours sincerely

Jim Davison  
Chairman, Katikati memorial Hall Committee.

Hall Christmas garlands

#### 9.4 REQUEST FOR FUNDING – KATCH KATIKATI

**File Number:** A5409468

**Author:** Jahneisha Osborne, Governance Support Administrator

**Authoriser:** Greer Golding, Governance Manager

##### EXECUTIVE SUMMARY

A request has been received from Katch Katikati, to support the funding of 18 Matariki street flags for the 2023 celebrations (**Attachment 1**).

The cost of the flags is \$125.00+GST each, totalling \$2,250.00+GST.

##### RECOMMENDATION

1. That the Governance Support Administrator's report dated 31 May 2023 titled 'Request for Funding – Katch Katikati' 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 approve the funding request of \$\_\_\_\_ from Katch Katikati, to contribute towards the purchase of Matariki flags. This will be funded from the Katikati Community Board's Street Decorations budget.

##### OR

That the Katikati Community Board do not approve the funding request from Katch Katikati.

##### BACKGROUND

Sample designs of the flags have been provided in Attachment 1.

Katch Katikati have approached the Chairperson of Te Rereatukahia and the Manager of Te Rūnanga o Ngāi Tamawhariua for their suggestions on appropriate signage.

##### 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.

### ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication
Katch Katikati	The applicant will be advised of the outcome of their respective funding request.

### FUNDING/BUDGET IMPLICATIONS

Budget Funding Information	Relevant Detail				
Katikati Community Board Street Decorations Budget	<p>As part of the Katikati Community Board operating budget for 2022/23, the Board have allocated funds to a Street Decoration Budget as follows:</p> <table> <tr> <td>Annual Budget</td><td>\$4,500.00</td></tr> <tr> <td>Current Balance</td><td>\$2,500.00</td></tr> </table>	Annual Budget	\$4,500.00	Current Balance	\$2,500.00
Annual Budget	\$4,500.00				
Current Balance	\$2,500.00				

### ATTACHMENTS

1. **Attachment 1 – Request for Funding – Katch Katikati**  





17 May 2023

The Secretary  
Katikati Community Board  
C/- Western Bay of Plenty District Council  
Private Bag 12803  
Tauranga

Dear Community Board Members

On behalf of Katikati community, I would like to ask the Katikati Community Board for their support to purchase 18 Matariki street flags for this years celebrations.

The cost of the flags to suit the FlagTrax system are \$125+gst each. The total cost of \$2250+gst. These flags will last for a number of years.

I have attached the samples of what is available and I have asked the Te Rereatukahia Chair and Manager of Te Runanga o Ngai Tamawhariua for their suggestion of the most appropriate design for our community.

There is a deadline for early June to place the orders.

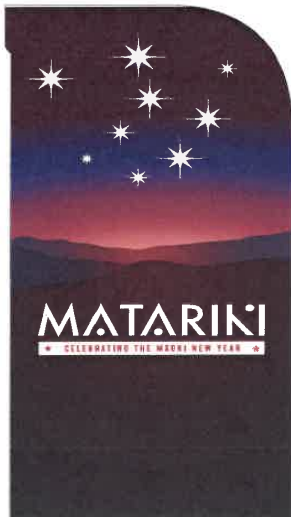
Katch Katikati is happy to keep coordinating the Main Street flags for Katikati, and I trust that the Board will consider this request favorably.

Yours faithfully

Jacqui Knight  
Katikati Promotions Manager

# MATARIKI Maori New Year

a



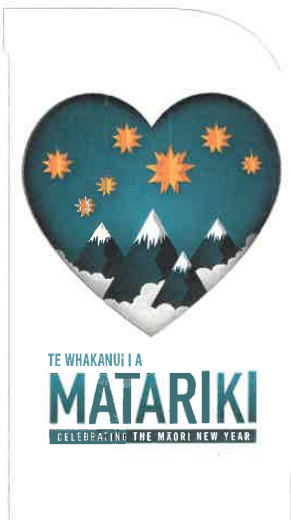
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c



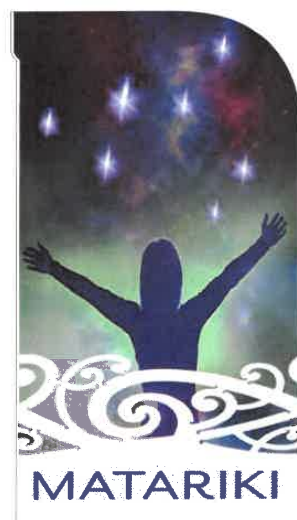
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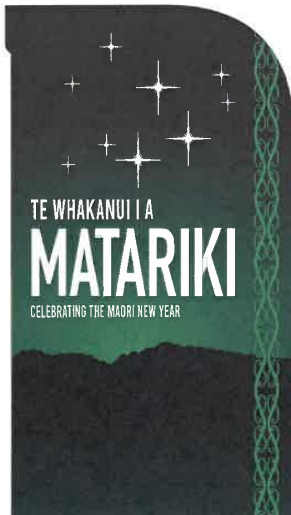
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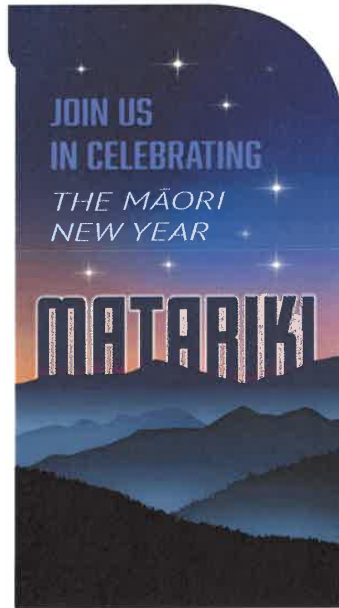
# MATARIKI Maori New Year

*New designs produced for 2022.*

j



k



l



m



n



o



**9.5 APPLICATION FOR ROAD NAMING 155, 149A, AND 149B TETLEY ROAD, KATIKATI****File Number:** A5388871**Author:** Rochelle Friend, Senior Consents Planner**Authoriser:** Natasha Ryburn, Environmental Consents Manager**EXECUTIVE SUMMARY**

1. Western Bay of Plenty District Council (Council) has received an application for a Road Naming.
2. The purpose of this report is to outline the proposal and the outcome of consultation, and to enable the Katikati Community Board to consider and provide feedback on the proposed road name options for 155, 149A and 149B Tetley Road, Katikati.

**RECOMMENDATION**

1. That the Senior Consents Planner's report dated 31 May 2023 titled 'Application for Road Naming 155, 149A, and 149B Tetley Road, Katikati' 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 consider and provide feedback on the proposed road name "*Matuku Place*".

**BACKGROUND**

3. In accordance with Council's Road Naming Policy, proposed road names are sent to the Community Board for consideration and feedback to assist delegated decision making.
4. The applicant has put forward proposed road names in relation to a new road to be vested to Western Bay of Plenty District Council and three private right of ways at the Magnolia Creek Development at 155, 149A and 149B Tetley Road, Katikati (refer Figure 1 below). The carriageways are currently being constructed and will provide access to 34 dwellings.





**Figure 1 – Location of proposed road and private ways**

5. As outlined in the application details, the Applicant has engaged with Mana Whenua (Ngāi Tamawhariua) in relation to the naming of the road to be vested (the Spine Road within Magnolia Creek subdivision – refer Scheme Plan in diagram below in Figure 3).

### PROPOSED ROAD NAMES

#### Road to be vested – “Matuku Place”

6. In accordance with the Road Naming policy Mana Whenua were invited to name the road to be vested. “Matuku Place” was put forward for consideration. No other names were put forward. The reason behind this name is Matuku (Swamp Bittern) have been discovered living in the swamp by this road. In the response to the consultation about the road naming Mana Whenua have outlined,

*“Swamp bitterns are secretive birds, which inhabit dense vegetation in freshwater swamps. They are rarely seen and their presence is often only detected from their call. As its name suggest, the little bittern is a tiny species, standing only 20cm tall. They are classified as ‘Threatened- Nationally Critical’ due to introduced predators and loss of habitat. That means they have the same threat classification as kāpapo and are more threatened than most species of kiwi. **We are led to believe there are only 04 of these birds residing in Katikati. 02 in the swamp/wetlands by this road 02 down by the Uretara River. Please accept Matuku as our name for the required road**” [emphasis added]*



**Figure 2 – Matuku (Swamp Bittern)**

### Private right of ways – name preferences

7. The Applicant has submitted the following names for the private right of ways (in order of preference). In terms of the rational for these names the application details outline that the name choices for the private right of ways reflect the quantity of planned planting and landscaping of the Magnolia Creek subdivision. (NB: Council encourages the Road Naming Policy to be applied to the naming of private ways, noting that Council is not empowered by legislation to require this).

	First choice	Second choice	Third choice	
<b>Access lot 40</b> – Right of way at the back (servicing Lots 15-17, 18-21)	Lily Pond Lane	Hydrangea Lane	Lemon Tree Lane	
<b>Access lot 41</b> – Right of way in the middle (servicing Lots 22-27)	Magnolia Way	Gardenia Lane	Lemon Tree Lane	
<b>Access lot 42</b> – Right of way at the front (servicing Lots 28-34)	Lime Tuff Lane	Mondo Grass Lane	Griselinia Lane	

**Figure 3 – Road Names preferences for Private Ways & related Scheme Plan** (Road to be vested shaded grey & private ways come off this)

**ASSESSMENT – SECTION 5 OF ROAD NAMING POLICY**

8. The proposed road names have been considered in accordance with the criteria set out in Section 5 of the Road Naming Policy (refer Attachment A). For the following reasons the proposed road names are considered to be:
  - a) sufficiently unique;
  - b) culturally appropriate; and
  - c) appropriate for emergency services.
9. There are no conflicts or duplication with the proposed “first choice” road names:
  - a) “Matuku Place” (road to be vested)
  - b) “Lily Pond Lane” (private way)
  - c) “Magnolia Way” (private way)
  - d) “Lime Tuff Lane” (private way).
10. The proposed road names are not the same as another road within this district, or immediately adjacent district. The proposed road names are easy to spell and pronounce, and they are less than 13 characters as per the road name suffix guide set out in Appendix A of the Road Naming Policy (refer Attachment A).
11. In accordance with Section 6 of the Road Naming Policy, the following consultation has been undertaken:
  - a) Council staff have researched and checked the names for any conflict or duplication with adjoining Councils (refer Attachment B).
  - b) The applicant has engaged with mana whenua for the proposed road name.
  - c) Land Information New Zealand (LINZ) have been consulted and confirm the proposed names are acceptable (refer Attachment C).
  - d) The application is referred to the Katikati Community Board for consideration and feedback to assist delegated decision making. The decision will be made under delegated authority (Environmental Consents Manager).

Under Delegated Authority, the following road names are suggested and proposed to be adopted:

- a) “Matuku Pl” for the spine road (road to be vested)
- b) “Lily Pond Ln” for Access lot 40 (private way)
- c) “Magnolia Way” for Access lot 41 (private way)
- d) “Lime Tuff Ln” for Access lot 42 (private way).

## ATTACHMENTS

1. **Attachment A – Road Naming Policy**  
2. **Attachment B – Road Name Analysis**  
3. **Attachment C – Email from Land Information New Zealand – Received 17/05/2023**  
 



## Council Policy



## Road Naming Policy

### 1 Relevant Legislation/Standard

Local Government Act 2002

Australian/New Zealand Standard on Rural and Urban Addressing (AS/NZS 8419:2011)

### 2 Interpretation

**Mana Whenua**

In the context of this policy, means Iwi or Hapū that exercise customary authority in an identified area within which a road name is sought. These Iwi and Hapū are identified by Council on the basis of interests described in current Iwi and Hapū Management Plans, Mana Whakahono ā Rohe Agreements and/or settlement deeds.

### 3 Policy Objectives

To ensure future road names are appropriate and determined through a sufficiently robust process that involves consultation with mana whenua and the Community Board. Appropriate road names are those that are sufficiently unique, culturally appropriate, and meet the requirements of emergency services.

### 4 General Approach

The road naming process requires balancing local views on meaningful road names with the naming requirements of emergency services, within a reasonable timeframe. It is acknowledged that road names have an enduring presence in our communities and should reflect the communities in which they are located. As such, this policy sets out the process to enable a range of community views to be considered, and acknowledges the importance of mana whenua being involved early in the decision-making process.

The scope of this policy applies to the naming of roads. Council also encourages the policy to be applied to the naming of private ways (noting that Council is not empowered by legislation to require this).

### 5 Decision Criteria

The decision criteria shall be used to guide decision-making on road names and will be made available to the applicant(s)/developer(s), mana whenua, and Community Boards, prior to their consideration and submitting of suggested name(s).

The decision criteria will also be used by Council's planner to guide their final recommendation.

The decision criteria are set out below:

## Council Policy



## Road Naming Policy

### 5.1 All road names should be sufficiently unique

- No road name shall be the same as another road name within this district or any immediately adjacent district;
- Road names should not be phonetically similar, or similar in spelling to any other road name within this district or any immediately adjacent district;
- The road name is generally easy to spell (for an average New Zealander);
- The road name is generally easy to pronounce (for an average New Zealander);
- The road name is of appropriate length:
  - Using a guide of approximately 13 characters, including the suffix
  - Larger names are allowed if considered historically and/or culturally appropriate

### 5.2 A road name should be culturally appropriate

- The road name relates to –
  - The location's history;
  - Significant people/whanau in the vicinity of the proposed road; and/or
  - Significant cultural landmark(s) within the vicinity or view from the area.
- The road name is culturally sensitive, in that it –
  - Is not inflammatory (against a culture/person etc);
  - Is consistent with mana whenua views and reflects the level of significance of that location to iwi/hapū; and
  - Is not historically inaccurate.
- The road name is not offensive, being –
  - Rude/objectionable;
  - Defaming; or
  - Incorrect culture/history/location.
- A name is correctly spelt, including the correct use of macrons.
- The number of Māori road names is fairly represented in the context of non-Maori road names within the area.

### 5.3 Appropriate for Emergency Services

- Easy to spell (for the average New Zealand resident);
- Easy to pronounce (for the average New Zealand resident); and
- Appropriate length: Discretion shall be used with respect to the length of the road name. In general road names should not be longer than 13 characters in length, however longer road names may be necessary where alternatives are inappropriate (such as particular location, cultural significance).

## Council Policy



### Road Naming Policy

- 5.4 The suffix of road names should be generally consistent with the Road Name Suffix Guide, as per Appendix A of this Policy.
- 5.5 Existing road names may be renamed, provided the re-naming process is consistent with this policy.

## 6 Policy procedures

- 6.1 For significant roads, such as State Highway revocations, Council can determine that wider public consultation shall be undertaken.
- 6.2 The following procedure shall apply for general road naming:
- Council provides the applicant (usually the developer) with contact details for the mana whenua who the applicant is required to engage with, and the Decision Criteria set out under this policy;
  - Applicant engages with mana whenua on proposed road names, and submits at least three road names with rationale for each name to Council;
  - Council planner checks for duplicates/conflicts with existing names within the Western Bay or neighbouring districts and consistency with Decision Criteria in this policy;
  - Where the proposed road will be sited within an area with a Community Board, the proposed names will be sent to that Community Board for consideration and feedback;
  - Planner's recommendation (to consider all views from consultation and guided by the Decision Criteria in Section 3 of this policy) is sent to staff member with delegated authority;
  - Decision signed under Delegated Authority.
- 6.3 If the planner's report concludes that more than 1 road name suggested in the process is appropriate, then the developer shall be consulted in order to decide the preferred name.
- 6.4 The road name will not be accepted if mana whenua have not been engaged in the process, or note that their engagement was insufficient (such as not reaching agreement with the applicant/developer/each other).
- 6.5 Delegated Authority shall be given to the Consents Manager, Policy, Planning & Regulatory Services Group Manager, the Deputy Chief Executive Officer, and the Chief Executive Officer. Only one signature is required by an officer with delegated authority to authorise a road name.

Group	Policy, Planning & Regulatory Services	Contact (3 <sup>rd</sup> Tier Manager)	Environmental Consents Manager	
Supersedes	N/A			
Creation Date	12/04/2018	Resolution Reference	PP11.2	
Last Review Date	N/A	Resolution Reference	N/A	
Review Cycle	First review in 2 years		Date	12/04/2020
Authorised by	Policy Committee		Date	12/04/2018

## Council Policy



## Road Naming Policy

### Appendix A: Road Name Suffix Guide

Type	Suffix	Description/usage
Alley	Aly	Usually narrow roadway in a city or town
Arcade	Arc	Covered walkway with shops along the sides
Avenue	Ave	Broad roadway, usually planted with side with trees
Boulevard	Blvd	Wide Roadway, well paved, usually ornamented with trees and grass plots
Circle	Cir	Roadway that generally forms a circle
Close	Cl	Short enclosed roadway
Court	Ct	Short enclosed roadway, usually surrounded by buildings
Crescent	Cred	Crescent shaped roadway, especially where both ends join the same thoroughfare
Crest*	Crest	A roadway running along the top or summit of a hill
Drive	Dr	Wide main roadway without many crossing streets
Esplanade	Esp	Level roadway alongside the sea, a lake or river
End*	End	A no exit street
Glade	Gld	Roadway usually in a valley of trees
Glen*	Glen	In narrow valley
Green	Grn	Roadway often leading to a grassed public recreation area
Grove	Grv	Roadway that features a group of trees standing together
Heights*	Hts	A roadway traversing high ground
Hill*	Hill	Applies to a feature rather than a route
Highway	Hwy	Highway Only
Lane	Ln	Narrow roadway between walls, buildings or a narrow country roadway
Lookout*	Lookout	A roadway leading to or having a view of fine natural scenery
Loop	Loop	Roadway that diverges from and rejoins the main thoroughfare
Mall	Mall	Wide walkway, usually with shops along the sides
Mead*	Mead	Mowed land
Meadows**	Meadows	Mowed land
Mews	Mews	Roadway in a group of houses; traditionally rural residential area converted to a residential area
Parade	Pde	Public roadway or promenade that has foot pedestrian facilities along the side
Place	Pl	Short, sometimes narrow, enclosed roadway
Promenade	Prom	Wide flat walkway, usually along the water's edge
Quay	Qy	Roadway alongside or projecting into water
Ridge	Rdge	A roadway along the top of a hill.
Rise	Rise	Roadway going to a higher place or position
Road	Rd	Open roadway primarily for vehicles; route between places
Square	Sq	Roadway which generally forms a square shape, or an area of roadway bounded by four sides
Straight**	Straight	Rural road
Street	St	An urban road
Terrace	Tce	Roadway on a hilly area that is mainly flat
Track	Trk	Walkway in natural setting; narrow country street that may end in pedestrian access
View*	View	Street with a view of significance
Vista**	Vista	Street with an outlook of significance
Walk	Walk	Thoroughfare for pedestrians
Way	Way	Only to be used for private roads
Wharf	Whrf	A roadway on a wharf or pier

*Derived from Australian/New Zealand Standard on Rural and Urban Addressing (AS/NZS 8419:2011), Whanganui Road Naming Policy (\*), and Western Bay of Plenty District road names (\*\*)*

ROAD NAMING ANALYSIS

RC12661V02(s)

Criteria “No road name shall be the same as another road name within this district or any immediately adjacent district”

	Road Name	Identifier	WBOPDC	TCC	Rotorua	South Waikato	Matamata - Piako	Hauraki	Whakatane	Thames Coromandel	Opotoki	Notes (NZ wide)
	Matuku Place		no	no	Matuku Street, Selwyn Heights (Place/Street) * *	No	no	no	no	No	no	“Matuku Place” = Mangawhai, Papaparaumu Beach, Atawhai Nelson Burnham, Papatoetoe Auckland.
1 <sup>st</sup> Choice	Lily Pond Lane	Lot 40	no	no	no	no	no	no	no	no	no	Far North, Haruru Waitangi
	Magnolia Way *	Lot 41	Magnolia Place, Te Puke (off Ben Keys)	Magnolia Place, Hairini, Tauranga	no	no	no	no	no	no	no	Te Aro, Wellington Ohakune
	Lime Tuff Lane	Lot 42	no	no	no	no	no	no	no	no	no	
2 <sup>nd</sup> Choice	Hydrangea Lane	Lot 40	no	no	no	no	no	no	no	no	no	Not easy to spell Hydrangea Cres, Silverdale
	Gardenia Lane *	Lot 41	no	Gardenia Drive, Mt Maunganui	no	no	no	no	no	no	no	Gardenia Grv, Fairview Heights, Auckland Gadenia Grove, Half Moon Bay, Auckland
	Mondo Grass Lane	Lot 42	no	Mondo Way, Welcome Bay	no	no	no	no	no	no	no	
3 <sup>rd</sup> Choice	Lemon Tree Lane *	Lot 40	Lemon Road, Paengaroa	Lemon Grove, Otumoetai	no	no	no	no	no	no	no	Kaikoura
	Lemon Tree Lane *	Lot 41	As above	As above	no	no	no	no	no	no	no	
	Griselinia Lane	Lot 42	no	no	no	no	no	no	no	no	no	

NOTES:

- \* ‘Magnolia Way’ (not the same but similar to) Magnolia Place, Te Puke and Magnolia Place, Tauranga (but geographically distinctive)
- \* ‘Gardenia Lane’ (not the same but similar) Gardenia Drive, Mt Maunganui (but geographically distinctive)
- \* ‘Lemon Tree Lane’ is similar to (not the same but similar) Lemon Road, Paengaroa and Lemon Grove, Otumoetai (but geographically distinctive)

\*\* WBOPDC is clearly distinct from Rotorua DC. Proposed Road name ‘Matuku Place’ is similar to ‘Matuku Street’, KK location is sufficiently geographically removed from Rotorua that ‘Matuku Place’ could maintain its own relevance and that confusion between KK WBOP vs Rotorua is clear. It is also a small development and the incidence risk is low given the low number of dwellings.

**EMAIL FROM LAND INFORMATION NEW ZEALAND**

**From:** Addresses <addresses@linz.govt.nz>

**Sent:** Wednesday, May 17, 2023 3:20 PM

**To:** Rochelle Friend [Rochelle.Friend@westernbay.govt.nz](mailto:Rochelle.Friend@westernbay.govt.nz)

**Subject:** RE: 2023-05-16 - URGENT - Road Naming query - 155, 149A and 149B Tetley Road, Katikati (WBOPDC)

Good afternoon Rochelle,

Thank you for the road name analysis provided. I have checked the proposed road names and my results are as follows:

**Road to be vested:**

- Matuku Place – acceptable.

**Access lot 40:**

- Lily Pond Lane – acceptable.
- Hydrangea Lane – acceptable.
- Lemon Tree Lane – acceptable.

**Access lot 41:**

- Magnolia Way – acceptable. Even though Magnolia Place is within WBoP district, there is a significant amount of distance between the two and they have different road types.
- Gardenia Lane – acceptable. Even though Gardenia Drive is within the Tauranga district, there is a significant amount of distance between the two and they have different road types.
- Lemon Tree Lane – acceptable.

**Access lot 42:**

- Lime Tuff Lane – acceptable.
- Mondo Grass Lane – acceptable.
- Griselinia Lane – acceptable.

I hope that helps 😊

Kind regards,  
Ngahi

**Ngahi Marks**

**Addressing Analyst**  
**Addressing and Properties**  
Location Information

[addresses@linz.govt.nz](mailto:addresses@linz.govt.nz) |



Wellington Office, Level 7, Radio New Zealand House, 155  
The Terrace  
PO Box 5501, Wellington 6145, New Zealand  
[www.linz.govt.nz](http://www.linz.govt.nz) | [data.linz.govt.nz](http://data.linz.govt.nz)



## 9.6 OPERATIONAL REPORT

**File Number:** A5415806

**Author:** Jahneisha Osborne, Governance Support Administrator

**Authoriser:** Greer Golding, Governance Manager

### EXECUTIVE SUMMARY

This report is an operational update from across Council for matters that relate to the Katikati Community Board area.

#### RECOMMENDATION

That the Governance Support Administrator's report dated 31 May 2023 titled 'Operational Report' be received.

### SERVICE REQUESTS

This section is to provide an overview of Service Requests for the Katikati Community Board area since the last meeting.

There has been one of each of the following subtypes of Service Requests raised and completed.

- District Plan Compliance
- Emergency Water Shutdown
- Illegal Sign
- Freedom Camping
- Development Engineering
- Event Application
- Graffiti in Reserve
- Debris from Kerbside Collection
- Public toilets

There has been one of each of the following subtypes of Service Requests raised and is under investigation.

- Known water leak.
- Flooding open drain
- General health matters
- Hairdresser
- Resource consent compliance
- Road surface defects
- Roading network general
- Subdivision/Land use

The table below shows Services Request's that are higher in numbers and have a mix of statuses.

<b>Service Request Subtype</b>	<b>Notes</b>	<b>Completed</b>	<b>Under Investigation</b>
Cesspit/Grill/Gutters and Rural Drains	Mostly referred to blocked drains that needed cleaning across Katikati	1	3
Unknown water leaks	Across Katikati	1	17
No water	Two in the same location.	1	5
Building compliance	Mix between illegal dwellings and water run off issues.	3	2
CCTV footage requests	Both Tanners Point Road	2	0
Damaged bin repair/replace	Across Katikati	7	2
Lost/stolen bins		3	2
Missed bin collection		0	7
General kerbside		2	1
Lighting State Highways	All were for the corner SH2 and Tuapiro Road	0	3
Dumped rubbish		1	1
Local road signs – Damaged/graffiti		1	1
Water metre/toby issue		0	4
Mowing and vegetation	Path overgrown Noble Johnston Drive and Park Road Reserve needs mowing.	2	0
Noise complaints	All were resolved	4	0
Reserves maintenance		12	6



**MATTERS ARISING FROM PREVIOUS COMMUNITY BOARD MEETINGS**

<b>Date raised</b>	<b>Issue</b>	<b>Comment</b>
December 2022	RSA Cemetery Seat – Service Request 10854	Reserves Officer has contacted the RSA President to discuss quotes, this will proceed once the RSA President is back in the country.
December 2022	Mulgan Street Lighting – Service Request 3644	Streetlight to be installed and was currently awaiting Westlink to carry out the action.

**COMPLETED MINUTE ACTION SHEETS**

<b>Date raised</b>	<b>Issue</b>	<b>Comment</b>
February 2023	KKC23-2.7 That the Katikati Community Board requests that Council reviews its tree protection policy for all significant trees on Council land that includes defining what a 'significant tree' is.	Matter can be considered through the development of a policy on street trees, which is on the Strategy and Policy Committee's work programme and is likely to be initiated later in 2023.
February 2023	KKC23-2.9 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).	ANZAC Day Wreath ordered from Katikati Floral Art Group on 24 February 2023. Community Board representative noted and will be contacted closer to ANZAC Day to discuss details. Invoice to be sent to accounts once received.

December 2022	KC23-2.4 That the Katikati Community Board approves up to \$2000 from the Street Decorations Account to Katch Katikati for the purchase of additional Christmas decorations for the Community Christmas Tree.	Invoice has been paid to Katch Katikati.
April 2023	KKC23-3.4 That the Katikati Community Board approve the grant application from Grow On Katikati for \$1,150.00 including GST to assist with the purchase of a laptop, and website development and hosting. This grant will be funded from the Katikati Community Board Grants Account, subject to all accountabilities being met.	Grant has been paid
April 2023	Katikati War Memorial Hall Earthquaking It was requested that the Community Board assist the Committee in seeking information on what was required to earthquake-proof the hall. The Chief Executive Officer advised that he would follow this up directly with the Committee	<p>The Hall has had the notice up for a couple of weeks and no community concerns have been raised regarding the notice. Council offered to have a letter sitting alongside the notice on display that outlines that the notice does not mean the building is unsafe. But the Hall Committee declined and will contact if they need it in future.</p> <p>Property Team Leader is going to meet with Jim and</p>

		<p>the Hall Committee regarding the next steps. Council has engaged an engineer and will work through the works required with the Committee. There is budget for the works in the Hall account, and the Committee have a qualified tradesperson engaged to undertake these (once they can confirm what is required).</p>
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**9.7 INFRASTRUCTURE SERVICES REPORT KATIKATI COMMUNITY BOARD MAY 2023****File Number:** A5379305**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 31 May 2023, titled 'Infrastructure Services Report Katikati Community Board May 2023', be received.
2. That the Katikati Community Board fund the installation of Tactile Pavers at the Beach Road zebra crossing, further to a request from a locally sight impaired resident. To be funded by the Community Board Roding account.
3. That the Katikati Community Board approve the amendments to the Projects Priority list as follows:

Projects Priority	Priority
Market Square	1
Bus Shelters	1
Kotahi Lane Sealing	1
Stage 1 Town Centre Village Pathways Upgrade – Katikati War Memorial Hall to Museum	1
Uretara Landing Reserve Upgrade	2
Stage 2 Town Plan – Pedestrian Refuse at the BP Service Station	2
Mulgan Street to Uretara Bridge Embankment	2

**ROADING****Transportation – Katikati Community Roding**

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

*What's Happened:*

The Board at their recent workshop discussed several items and initiatives that could be investigated to implement the town centre plan, to enhance the town centre and to improve the roding 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 several 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.

The Board are to resolve a change of road priority at the May 2023 meeting.

Katikati Community Board Roothing Current Account	Project Cost \$	NZTA Funding MIP LC/LR \$	Katikati Community Board \$	Status
<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>Completed Projects</b>				
Park Street Kea Crossing K22-4.8			\$60,000	Awaiting Final Costs
<b>Forecast Current Account Closing Balance 30 June 2023</b>			<b>\$285,016</b>	
Projects Priority			Priority	Status
Town Centre Village Footpath Upgrade (Town Centre Plan funded)			1	
Diggleman 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 have commenced and are on Schedule for completion by July 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 between Reretukahia Road and Marshall Road has been completed with a few snag items outstanding.

Construction of the length of Path between Layla Place and Marshall Road has now been awarded and will commence as resources become available.

Replacement of the path section on Reretukahia Road between Reretukahia Pa and Tetley Road is yet to be awarded. Negotiations with the contractor are ongoing.

**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 has yet to be completed.

*What's Next*

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

Also, as resources permit, 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-kāinga 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 completed. Feasibility assessment for pond conversion underway. The team have almost completed the feasibility assessment and are awaiting final confirmation on consent requirements.

*What's Next:*

The next steps will be to put together a methodology for the pond conversion in consultation with the community representatives and submit this to Regional Council and contractors for pricing.

### Western Water Renewals

*Description:* Renewal and upgrade of water infrastructure.

*What's Happened:*

The 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 are in the process of being 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 commenced the preliminary design on the upgrade.

*What's Next:*

Preliminary design is partially complete and procurement planning has begun by completing market assessment for design and build.

## OPERATIONS

### Western Solid Waste

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

### PAYT Tag

The newly designed PAYT (Pay as you Throw) tag has been introduced and to date no negative feedback has been received.

## Illegal Dumping

WBOPDC is still collaborating with other councils and agencies to create a plan with consistent education and communication messages as well as sharing best practices to reduce the cost of illegal dumping to all stakeholders. WBOPDC designed a new sign to be installed at scenic look-out areas to deter littering and illegal dumping. See sign below:



## Mobile Recycling Trailers

*What Happened:*

Two mobile recycling trailers continue to make their 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 consulted with the customers at each site during April 2023 and new rostered hours were introduced at the beginning of May 2023. To date the two trailers have diverted 3,425 tonnes of recyclables from Pongakawa site, 2,247 tonnes from Te Ranga School and 4,372 tonnes from Omanawa Hall site. That is a total of 10,044 tonnes of recyclables diverted from landfill since July 2022.

## Recycling & Greenwaste Centres

*What's Happened:*

The three recycle centres continue to operate with business as usual.

WBOPDC Kerbside Tonnes	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	Total Tonnes	Total Tonnes Diverted from landfill
Waste Tonnes	359	415	394	386	402	515	496	415	433	395	4210	
Recycle Tonnes	125	135	124	117	158	182	168	145	194	142	1490	
Glass Tonnes	75	97	101	105	103	150	191	144	147	117	1230	
Food Tonnes	32	37	47	31	45	42	53	57	42	37	423	
												3143



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

The feasibility study into Community-led Resource Recovery for the current recycling centres went to Council on 7 March 2023. Council recommendations copied below.

*What's Next:*

Staff is currently working with Envision to progress the recommendations and continue conversations with community groups and Tangata whenua.

**COUNCIL APPROVED DIRECTION**

1. *That the 'Community-Led Resource Recovery Feasibility Study' be received, as per Attachment 1.*
2. *That community-led resource recovery initiatives are delivered, and the initial actions be:*
  - a. *That Te Puke and Katikati/Athenree be progressed as two separate processes to recognise the different community groups and tangata whenua interests.*
  - b. *That a Council operated Community supported approach is progressed, whereby Council continues to operate the site(s) in the short-medium term (12-18 months) while working with industry experts and potential operator(s), for Te Puke and for Katikati/Athenree, with community groups being invited to take on the community activator role and community and tangata whenua invited onto advisory boards, and industry expertise is sought to work alongside the current team to expand activities on the existing sites; and*
  - c. *That a Community and Council hybrid approach, whereby Council continues to operate the current activities on the sites and community operates reuse retail activities, be progressed as soon as possible for Te Puke, through conversations with community groups.*

**Emergency Management**

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

*What's Happened:*

Council staff continue to support the establishment of their revitalised Community Response Team. The Senior Emergency Management Advisor attended a training afternoon with interested Community members.

The newly formed team was on alert during the recent weather event in May, and the Baptist Church was on standby but not required. On ground intelligence was obtained by the team for Council during the activation of the EOC, which proved very useful.

*What's Next:*

The Emergency Management team will continue to provide support to the newly formed group and continue working with the community to strengthen the capability of Community Led Centres capable of standing up during an emergency event in Katikati.

Commence work with the newly formed group to review the Katikati Community Guide to Emergencies.

Look at training opportunities for the newly formed Katikati Community Response Team to further enable them to assist the community in the event of an emergency.

Work on roll out of new tsunami maps for the community will take place in June / July, alongside a public education campaign of what to do and where to go in a tsunami response.

## ATTACHMENTS

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

Action Sheets Report

Division:

Committee:

Infrastructure Services Group

Katikati Community Board

Printed: May 2023

Meeting	Officer/Director	Section	Subject
Katikati Community Board 10/11/2021	Little, Kerrie	New Item	CCTV Applications

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 Council's 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.

May 2023

The sleeve for the pole has been installed. Staff are still waiting for Horizon to provide the power connection. The cost of the installation has increased.

The application for this year's round of the CCTV funding will open in July. Staff will inform the Board about the applications received for the Katikati area.

April 2023:

This camera will be installed on 13 April 2023.

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 year's 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.

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**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.

**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

**Action Sheets Report**

**Division:** Infrastructure Services Group  
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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> May 2023
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>
<p><b>RESOLUTION K22-2.6</b></p> <p>That the Katikati Community Board approve the investigation of options for the following roading and town centre projects:</p> <p><b>Priority 1:</b></p> <ol style="list-style-type: none"> <li>1. Town Centre Village Footpath Upgrade (Town Centre plan funded)</li> <li>2. Diggleman Park – Parking Upgrade</li> <li>3. Mulgan Street Footpath Installation</li> <li>4. Hyde Street Sealing</li> <li>5. Mulgan Street to Uretara Bridge Shared Path</li> </ol> <p><b>Priority 2:</b></p> <ol style="list-style-type: none"> <li>6. Kotahi Lane Car Park Sealing</li> <li>7. Kotahi Lane (Southern end) Parking Enhancement</li> <li>8. Uretara Landing Reserve Enhancement</li> </ol> <p>And that the Roothing Engineer West report back to the Board on progress.</p>			
<p><b>May 2023:</b></p> <p>The current Board are considering reprioritising several projects and staff are working with the Board accordingly.</p> <p>A new roading account priority list will be resolved in due course with consideration to the Town Centre fund approval, the Katikati 150 year anniversary, and the new Board with new ideas, it has been suggested that the roading account priorities could be reconsidered.</p> <p><b>April 2023:</b></p> <p>The moving workshop undertaken on Monday 20/02/23 to review the Community Boards roading account priority list. Members present at the workshop were Cllrs Henry Joyce and Community Board Members Clements and Earl.</p> <p>It was discussed that the following items would be removed from the priority list further to resolution:</p> <ul style="list-style-type: none"> <li>• Mulgan Street footpath extension</li> <li>• Hyde street sealing</li> <li>• Kotahi Lane car parking sealing</li> <li>• Kotahi Lane (Southern end) Parking Enhancement</li> </ul>			

**Action Sheets Report**

**Division:** Infrastructure Services Group  
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Other items may be considered for removal at the Community Boards discretion.

**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 several proposals.

**May 2022:**

Investigations are progressing with several contractors and suppliers.

<b>Action Sheets Report</b>	<b>Division:</b> Infrastructure Services Group <b>Committee:</b> Katikati Community Board	<b>Printed:</b> May 2023
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Meeting	Officer/Director	Section	Subject
<b>Katikati Community Board 8/02/2023</b>	<b>Hall, Ashley</b>	<b>New Item</b>	<b>Richard Logan – Fairview Estate</b>
<p>Mr Logan was in attendance to represent the community from Fairview Country Club and wanted to draw to Council's attention to the damage to the curb on 46 Sharp Road. There was also a 25 metres section of missing curbing about 100 metres closer to State Highway 2.</p> <p>Given the population in the area was now approaching about 450, traffic and pedestrian safety was becoming a concern. It would be good to explore whether a pedestrian area/path was possible. Reduced speed limits would also help.</p> <p>Was there any possibility to establish a cycleway from Waihi Beach to Tauranga? There was mention of an unused railway corridor that could possibly be used.</p> <p>The RSE accommodation across the road from Fairview Estate had been a good development, with positive neighbour engagement. Residents at Fairview estate were relatively unaffected by the recent rain.</p>			
<p><b>May 2023</b></p> <p>Council's Roading Engineer is currently working with the Fairview Estate Residents Committee to achieve several maintenance enhancements within the estate.</p> <p>Further to the installation of Community Speed limit and "50" signs within the estate, The official speed limits will be changed further to the Speed Management Plan review. There is currently no schedule for consultation and adoption on this matter.</p> <p>The Walking and Cycling Action Plan outlines Council's current proposals for alternative transport proposals</p>			
<p><b>April 2023:</b></p> <p>The Fairview Estate (Gleneagles Drive) has recently had some enhancement by way of installation of speed restriction signs. Further work is planned to enhance site visibility near the gateway.</p> <p>There will be no legal speed limit change at this estate or on the District's road network until the Speed Limit Plan consultation has been completed.</p>			



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

#### 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.

#### May 2023

There has been no change from previous update. The dog exercise area has been included in the concept plan that will be used for consultation. The Board will have the opportunity to provide feedback on the proposal through the consultation process.

#### April 2023:

Council has recently agreed to consult with the community on this site being a dog exercise area. The dog exercise area has been included in the concept plan that will be used for consultation. The Board will have the opportunity to provide feedback on the proposal through the consultation process.

#### 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 currently 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.

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**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.

**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.

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

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Meeting	Officer/Director	Section	Subject
Katikati Community Board 15/12/2022	Golding, Greer	New Item	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.			
May 2023:			

<b>Action Sheets Report</b>	<b>Division:</b> Infrastructure Services Group <b>Committee:</b> Katikati Community Board	<b>Printed:</b> May 2023
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Meeting	Officer/Director	Section	Subject
Katikati Community Board 15/12/2022	Ilze Kruijs	New Item	Recycling & Greenwaste Centres

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

#### May 2023:

Commodities received at Katikati Recycle Centre goes to:

1. Paper, cardboard and plastics – to Reclaim in Auckland;
2. Glass via Envirowaste to Visy in Auckland;
3. Tin and ali cans and car batteries to Metalco locally;
4. Batteries to E-Cycle in Auckland;
5. Fluorescent and energy saving tubes and bulbs to Interwaste in Auckland
6. Motor oil collected by Waste Petroleum Combustion
7. Greenwaste to Living Earth for composting in Paeroa

#### Companies we provide recyclables to (as taken from their websites):

- **Reclaim** is New Zealand's largest privately owned processor of recyclable materials. Privately owned and operated since 1975 by the same owners that identified the potential of diverting valuable materials from landfill. Starting out with paper and cardboard and expanding to all main recycling streams, Reclaim services clients nationally with plants out of Auckland, Wellington, and Christchurch.
- **Waste Petroleum Combustion (WPC)** is a family owned business that has been operating since 1984. The business has been under the management of Gavin and Debbie Thomas since 2011. In October 2021 WPC purchased ExOil, a waste oil recovery business located in Palmerston North. ExOil is now known as Waste Petroleum Combustion Limited (WPC). WPC collects waste oil throughout the North Island. This waste is recycled through either the Pukekohe or Palmerston North site.
- **E-Cycle Limited** is a New Zealand owned and operated company. We provide responsible, environmentally friendly recycling of end of life electronic products or electronic waste (e-waste), which includes almost anything with a plug or batteries. We also offer handheld battery recycling and packaging material recycling solutions.
- **Interwaste** is the only company in New Zealand offering a zero-to-landfill 100% recycling service for all forms of mercury lamps. Fluorescent lamps contain mercury, a highly toxic waste, which, if disposed of irresponsibly can pollute waterways and damage the environment. Interwaste provides an easy and effective service of fluorescent lamp disposal to ensure compliance with New Zealand regulations. The disposal of mercury in New Zealand is tightly regulated.

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- **Metalco Recyclers Limited.** Proudly New Zealand owned and operated offering service covering both Waikato and the Bay of Plenty. We are leaders in the scrap metal industry with purpose built recycling facilities – no disposal is too big or too small. Efficient, modern and professional scrap metal yards are located in the Bay of Plenty and Waikato.
- **Visy** Glass has manufacturing plants located in Brisbane, Sydney, Melbourne, Adelaide, and Auckland. We have a diverse product range, making glass packaging for Australia's world-renowned wine, beer, craft beer & cider, juice, soft drink, spirits, water, and food brands. Our large footprint and capacity is designed to offer you more flexibility, greater reliability and faster speed-to-market.

This MAS has been closed out.

<b>Action Sheets Report</b>	<b>Division:</b> Infrastructure Services Group <b>Committee:</b> Katikati Community Board	<b>Printed:</b> May 2023
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Meeting	Officer/Director	Section	Subject
<b>Katikati Community Board 5/04/2023</b>	<b>Page, Charlene</b>	<b>New Item</b>	<b>Jim Davidson – Katikati War Memorial Hall</b>
<p>Mr Davison provided an update on the Katikati War Memorial Hall, and noted the following points:</p> <ul style="list-style-type: none"> <li>• The hall was an asset owned by the Hall Committee, and was currently operating well, with 80 bookings for April.</li> <li>• The hall's overall financial position was healthy.</li> <li>• Maintenance had been underway, including upgrades to backstage dressing rooms, and to internal spouting's.</li> <li>• The earthquake rating for the hall was 33% of a new building standard, which corresponded to a rating of Grade D (20-34%).</li> <li>• The Committee had contacted Council previously regarding what action needed to be undertaken but had not heard back. The Committee had funding and contractors available for these upgrades but required advice on what needed to be done to earthquake-proof the building.</li> <li>• The Committee was ready to upgrade the building as soon as possible, despite receiving a letter stating that works did not need to be completed until 2035.</li> <li>• Without earthquake-proofing, the hall must display an Earthquake Prone Building (EPB) notice. It was believed that this would cause unnecessary concern for the hall's users.</li> <li>• If the hall doesn't display the notice, they could face a fine of up to \$20,000.</li> <li>• It was requested that the Community Board assist the Committee in seeking information on what was required to earthquake-proof the hall. The Chief Executive Officer advised that he follow this up directly with the Committee.</li> </ul>			
<p><b>May 2023</b></p> <p>The Hall has had the notice up for a couple of weeks and no community concerns have been raised regarding the notice. Council offered to have a letter sitting alongside the notice on display that outlines that the notice does not mean the building is unsafe. But the Hall Committee declined and will contact if they need it in future. The Property Team Leader is going to meet with Jim Davidson and the Hall Committee regarding the next steps. Council has engaged an engineer and will work through the works required with the Committee. There is budget for the works in the Hall account, and the Committee have a qualified tradesperson engaged to undertaken these (once they can confirm what is required).</p>			

**9.8 KATIKATI FINANCIAL REPORT – APRIL 2023****File Number:** A5362447**Author:** Ezelle Thiart, Financial Business Advisor**Authoriser:** Allan Carey, Finance Business Partner Lead**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 April 2023 (**Attachment 1**).

Total operational costs are under budget YTD.

**RECOMMENDATION**

That the Financial Business Advisor's report dated 31 May 2023, titled 'Financial Report Katikati – April 2023', be received.

**Grant payments made to date:**

<b>Resolution</b>	<b>Description</b>	<b>\$</b>
KKC22-1.9	Katikati Community Patrol – purchase of new vehicle	1,000
KKC23-3.4	Grow on Katikati	1,150
<b>2022/23 Grants</b>		<b>2,150</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
KKC22-1.5	Contingency	Approve up to \$400 for costs relating to the Katikati Community Board community engagement function and presentation evening.	400
KKC23-2.9	Contingency	Approve a wreath for the ANZAC Day Service, up to the value of \$200.	200
KKC23-2.4	Street Decorations	Approves up to \$2000 from the Street Decorations Account to Katch Katikati for the purchase of additional Christmas decorations for the Community Christmas Tree. (Spent \$1,739)	261
<b>Total outstanding operational commitments</b>			<b>1,861</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>

**Committed – Reserves expenditure:**

<b>Resolution</b>	<b>Description</b>	<b>\$</b>
	2022/23 Closing balance before committed expenditure	78,263
K22.4-7	Approve funding of \$50,000 towards costs related to the new Katikati Community Sport and Recreation Centre on the Moore Park Sports Ground in Katikati.	(50,000)
	<b>2022/23 Closing balance after committed expenditure</b>	<b>28,263</b>

## ATTACHMENTS

1. **Financial Report Katikati – April 2023**  

<b>Western Bay of Plenty District Council</b> <b>Income and Expenditure Statement</b> <b>For the period ended 30 April 2023</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	☑	0	0
Conference Expenses	0	1,020	1,020	☑	1,224	0
Contingency - [see breakdown below]	511	1,710	1,199	☑	2,052	431
Grants	2,150	6,850	4,700	☑	8,220	12,875
Mileage Allowance	560	1,710	1,150	☑	2,052	0
Salaries	23,545	23,280	(265)	⊗	27,936	28,465
Security	287	5,570	5,283	☑	6,684	719
Street Decoration	1,739	3,860	2,121	☑	4,632	0
Inter Department Charges	33,550	33,550	0	☑	40,260	39,168
Operating Costs	62,342	77,550	15,208	☑	93,060	81,658
<b>Total Operating Costs</b>	<b>62,342</b>	<b>77,550</b>	<b>15,208</b>	☑	<b>93,060</b>	<b>81,658</b>
<b>Total Direct Costs</b>	<b>62,342</b>	<b>77,550</b>	<b>15,208</b>	☑	<b>93,060</b>	<b>81,658</b>
<b>Total Costs</b>	<b>62,342</b>	<b>77,550</b>	<b>15,208</b>	☑	<b>93,060</b>	<b>81,658</b>
<b>Income</b>						
Rate Income	85,189	77,550	7,639	☑	93,060	101,063
<b>Total Direct Income</b>	<b>85,189</b>	<b>77,550</b>	<b>7,639</b>	☑	<b>93,060</b>	<b>101,063</b>
<b>Net Cost of Service</b>	<b>22,847</b>	<b>0</b>	<b>22,847</b>	☑	<b>0</b>	<b>19,405</b>
<b><u>Contingency - breakdown</u></b>				☑ <i>Favourable Variance</i>		
				⊗ <i>Non Favourable Variance</i>		
Katikati Community Plan and Town Centre Plan presentation and celebration evening	316					
Food for function and presentation evening	196					
<b>Year to date contingency costs</b>	<b>511</b>					
<b><u>Community Board Reserves</u></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><u>Town Centre Development Reserves</u></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><u>CE Miller Estate Restricted Reserves</u></b>						
<b>Opening Balance - Surplus (Deficit)</b>	<b>9,888</b>					
No transactions to date	0					
<b>(Decrease) Increase in year</b>	<b>0</b>					
<b>Closing Balance - Surplus (Deficit)</b>	<b>9,888</b>					