

Mā tō tātou takiwā  
**For our District**

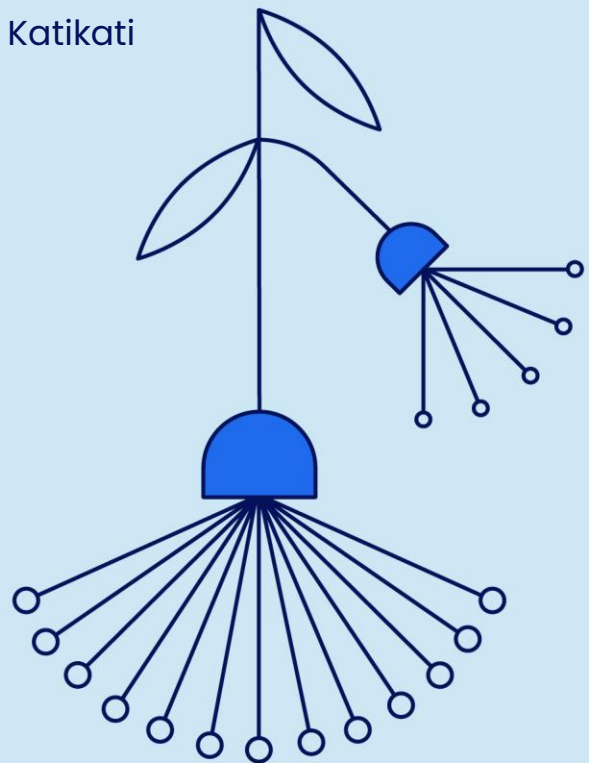
## **Katikati Community Board**

Poari ā Hapori o Katikati

KKC23-3

Wednesday, 5 April 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, 5 April 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>
8.1	Minutes of the Katikati Community Board Meeting held on 8 February 2023 .....	5
<b>9</b>	<b>Reports .....</b>	<b>14</b>
9.1	Chairperson's Report – April 2023.....	14
9.2	Councillor's Report – April 2023.....	17
9.3	Grant Application – April 2023.....	20
9.4	Infrastructure Services Report Katikati Community Board April 2023 .....	22
9.5	Katikati Financial Report – February 2023 .....	36

**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 8 FEBRUARY 2023**

**File Number:** A5191876

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

**Authoriser:** Greer Golding, Governance Manager

#### **RECOMMENDATION**

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.

#### **ATTACHMENTS**

- 1. Minutes of the Katikati Community Board Meeting held on 8 February 2023**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
KATIKATI COMMUNITY BOARD MEETING NO. KKC23-2  
HELD IN THE CENTRE - PĀTUKI MANAWA, 21 MAIN ROAD, KATIKATI  
ON WEDNESDAY, 8 FEBRUARY 2023 AT 7.00PM**

**1 PRESENT**

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

**2 IN ATTENDANCE**

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

**OTHERS IN ATTENDANCE**

Mayor J Denyer

Cr M Grainger

Cr A Sole

Project Parore

D Peterson (Chairperson)

B Davis

17 Members of the Public

**3 APOLOGIES**

**APOLOGY**

---

**RESOLUTION KKC23-2.1**

Moved: Chairperson J Clements

Seconded: Member N Mayo

That the apology for absence from Member T Sage be accepted.

**CARRIED**

---

**4 CONSIDERATION OF LATE ITEMS**

Nil

## 5 DECLARATIONS OF INTEREST

Nil

## 6 PUBLIC EXCLUDED ITEMS

Nil

## 7 PUBLIC FORUM

### 7.1 RICHARD LOGAN – FAIRVIEW ESTATE

- 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.
  - 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.
  - 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.
  - 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.
- 

### 7.2 KEITH HAY – KATIKATI WAIHI BEACH RATEPAYERS ASSOCIATION

- It was understood that funding for the proposed elder housing had recently been approved, however, at the time the Kauri tree at the north east corner was felled, the funding had not yet been approved by the government. Had proper procedures been followed?
- Why were ratepayers expected to make up the shortfall for this elder housing project and why did Council not ask the community what they felt they need most in terms of using the funding?

Cr Henry:

- Cr Henry reminded Mr Hay that Council had gone out for public consultation on elder housing during the last triennium and there had been an overwhelming response that the funding should be used for elder housing.
- 

## 8 PRESENTATION

### 8.1 BRODY DAVIS – PROJECT PARORE

- A large part of the work done was in partnership with Bay of Plenty Regional Council (BOPRC) which was very effective due to the fact that they had significant funding.
- Target areas were riparian planting, anything that promoted bringing birdlife back, and targeting areas where there would be the most impact.
- At the moment the project was working to create more partnerships with the three northern Tauranga Moana marae.
- It was important to reach out to communities because the project was community based and driven. The project had a great team of people building networks and this needed to continue and spread to outer regions and catchment plans.
- Project funding was for farm stock exclusion fencing, pest eradication/management and planting. Work was being done to better align these components.
- There were multiple water testing groups involved in the project who were helping to collect data for BOPRC.
- A key aspect of the project was with local hapu and finding out where their main focus was. Leading this was working on building more collaboration with catchment plans.
- An important part of the project was to communicate and engage with the community and schools about what was being done and where.
- At the moment, Katikati Primary School was engaged with the project to help them develop a design for the gully at the bottom of the school. There could be an opportunity to link the cycleway to the school.
- The project was aware that the Katikati Community Board may have funding available to support them going forward.

---

## 9 MINUTES FOR CONFIRMATION

### 9.1 MINUTES OF THE KATIKATI COMMUNITY BOARD MEETING HELD ON 15 DECEMBER 2022

#### RESOLUTION KKC23-2.2

Moved: Member N Mayo

Seconded: Member A Earl

That the Minutes of the Katikati Community Board Meeting held on 15 December 2022 as circulated with the agenda be confirmed as a true and correct record.

**CARRIED**



## 10 REPORTS

### 10.1 CHAIRPERSON'S REPORT – FEBRUARY 2023

The Board considered a report dated 8 February 2023 from the Chairperson. The report was taken as read.

---

#### RESOLUTION KKC23-2.3

Moved: Chairperson J Clements

Seconded: Cr R Joyce

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

**CARRIED**

---

#### 10.1.1 KAURI TREE REMOVAL

The Chief Executive Officer responded to questions as follows:

- The land was a 'park' and the title was fee simple. It was not a reserve, however, was *managed* as a reserve. This however did not suggest that Council would not treat this whenua/tree with respect.
  - Council did not ever take decisions to cut down trees lightly and would adhere to its policy of replacement.
  - Council's Reserves and Facilities Manager was passionate about the environment and its protection.
  - The intention was that the felled tree would be given to Te Rereatukahia Marae where it would be given a new lease of life.
- 

#### 10.1.2 PENSIONER HOUSING

- Cr Joyce provided an overview of the meeting that had been held that day for Elected Members to discuss Elder Housing. A robust discussion had been held that covered Council's communication and that the Elder Housing funding was part of the Long Term Plan and as such would continue to progress.
  - Cr Joyce said that no one could change what Council had agreed upon in the Long Term Plan except Council, and that a policy change would be decided by Council, not staff. He believed that the Council that was in place at the moment would make sure those decisions were made at Council.
-

---

**10.1.3 CHRISTMAS DECORATIONS FOR THE COMMUNITY CHRISTMAS TREE**

---

**RESOLUTION KKC23-2.4**

Moved: Member N Mayo

Seconded: Cr A Henry

1. 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.

**CARRIED**

---

**10.2 COUNCILLOR'S REPORT – FEBRUARY 2023**

The Board considered a report dated 8 February 2023 from the Councillor who took the report as read noting the following:

- He would like to see a review of Council's protection policy for all significant trees on Council land. He noted that Hastings District Council had just adopted a similar 'tree removal policy'.
- 

**RESOLUTION KKC23-2.6**

PART 1

Moved: Cr R Joyce

Seconded: Member A Earl

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

**CARRIED**

---

**RESOLUTION KKC23-2.7**

PART 2

Moved: Cr R Joyce

Seconded: Cr A Henry

2. 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.

**CARRIED**

---

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

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

The resolutions were taken in parts as follows:

---

**RESOLUTION KKC23-2.8**

## PART 1

Moved: Member N Mayo

Seconded: Member A Earl

1. That the Senior Governance Advisor's report dated 8 February 2023, titled 'Katikati Community Board – ANZAC Day Commemoration 2023', be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.

**CARRIED**

---

**RESOLUTION KKC23-2.9**

## PART 2

Moved: Member N Mayo

Seconded: Cr R Joyce

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).

**CARRIED**

---

**RESOLUTION KKC23-2.10**

## PART 3

Moved: Member N Mayo

Seconded: Cr A Henry

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

**CARRIED**

---

**10.4 INFRASTRUCTURE SERVICES REPORT KATIKATI COMMUNITY BOARD FEBRUARY 2022**

The Board considered a report from the Executive Assistant Infrastructure. The report was taken as read.

Cemetery Katikati Hot Springs Road

The Chief Executive Officer responded to a question as follows:

- It was important to keep in mind that this was only an option that was being explored/assessed and nothing more. It was purely an investigative process and was by no means a 'preferred option' at this point in time.
- 

**RESOLUTION KKC23-2.11**

Moved: Cr R Joyce

Seconded: Member N Mayo

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

**CARRIED**

---

**10.5 KATIKATI FINANCIAL REPORT - DECEMBER 2022**

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

It was noted that there was some committed reserve funds from the last triennium that had not been captured in the financial report. Staff would follow this up to ensure it was reflected correctly in the next financial report.

---

**RESOLUTION KKC23-2.12**

Moved: Cr R Joyce

Seconded: Cr A Henry

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

**CARRIED**

---

**The Meeting closed at 8:16pm.**

**Confirmed as a true and correct record at the Katikati Community Board meeting held on 5 April 2023.**

.....

Chairperson J Clements

**CHAIRPERSON**

Unconfirmed

## 9 REPORTS

### 9.1 CHAIRPERSON'S REPORT – APRIL 2023

**File Number:** A5191990

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

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

#### RECOMMENDATION

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

#### Annual Plan

The Community Board looks forward to submitting to the Annual Plan. The Katikati community knows that costs and inflation have gone up, and there will be tension between this reality and Council being able to fulfil the commitment of no more than 4% annual increase in rates as per the Long Term Plan.

Inflation and interest rate increases are putting pressure on the average household and constraint in respect of rate increases is important. Our Board is of the firm belief that any cuts should be evenly spread across the district. This Community Board has made a list of what we want to advocate to keep in the plan for our community and updated the project plan.

#### Availability of Agendas

The Community Board is concerned about the availability of its agenda to the public. iPads will now be available to the public at Community Board meetings to view the agendas on. The agendas can also be viewed on Western Bay of Plenty District Council's website. The Board believes in open and transparent communication between governance and management, and with our community. It is imperative that we respect our community with open and transparent communication and information.

#### Parks and Reserves Maintenance

There have been a number of complaints received regarding the parks and reserves maintenance. Recent weather has not helped, but this has been an ongoing problem and Community Board members are having to deal with the frustration.

#### Market Square

The second set of concept plans have been released and whilst the design looks impressive for a village green some changes need to be made for it to meet the original market square concept. It will potentially be a significant benefit for the town.

**Creative Community**

The Community Board wishes to work with local creative organisations to encourage the development of a creative community. Katikati Open Air Art and the murals set a sound base, and we need to build on this with creative seating, more murals and art in the parks. Design needs to be part of our investment, so people stop and enjoy a unique and creative environment. One such proposal is to build more seats and tables using the environment as a creative source – the eel is a good example; the avocado initiative is another.

**Marshall Road Improvements**

The work that is being undertaken on Marshall Road is well overdue as the road had deteriorated. This is one of the entrances to the industrial area and highlights that we need a structure plan for the whole of the industrial area, divided into phases as there are some landowners that wish to progress development and others more reticent.

**Bus Stops**

There are a number of bus stops where passengers are exposed to the elements and there is no seating – Park Road, Fairview etc. There are other points where the bus stops are passed their rural use-by date, such as Te Rereatukahia and Tuapiro bus stops. Poor bus stops deter people from using public transport and the Community Board would like Council to pursue installing adequate bus stops/shelters.

**Northern Inner Harbour Conservancy**

The Community Board has held discussions with conservation groups regarding the establishment of an inner harbour conservancy and return kai to the inner harbour. This concept was proposed some time ago and is now being resurrected. This would be a positive as it would encourage eco-agriculture and research in the area. This group is presenting at the Community Forum on 27<sup>th</sup> March.

**Social Procurement**

Whilst the Council has always engaged with local contractors, the Community Board wishes to progress, so that small local businesses can undertake work within the Ward. Social procurement is the conscious decision to support local small businesses so that they can thrive and grow. They must meet Council standards and be competitive. Small businesses do not have the large overheads of big business, so we advocate for this to increase. This may include grass and reserve management, stationery supply etc. so that we build local entrepreneurship. Project Parore advocated for this at the February Community Board meeting.

**Bird Walk Rock Walling**

This project is now complete and should prevent erosion on the southern side of the riverbank. This section of the walkway has a new layer of chip seal which is very adequate for walkers and cyclist. The contract was conducted with minimum disruption to the walkway and the contractors must be complemented on their work.

**Town Walk**

The Community Board had a walk through the town and surrounds with the Roading Engineer which was informative. Whilst the pavements are acknowledged as being an unattractive patchwork, they meet the functional standards – not something that sits comfortably with the Community Board but expensive to upgrade. Kotahi Lane will have road chips spread as a maintenance task and we want to work with Parks and Reserves to open up the area next to it as a reserve and have a public toilet for travellers and local walkers. A replacement sign with the revised Western Bay of Plenty District Council branding will indicate the parking area. We were informed that there is a Katikati Townsman employed by Downers – something the Community Board has been asking for, but this is the first time it has come to light. The Community Board wishes to see the list of tasks and meet with the person on a regular basis.

**Advertising – Katikati Advertiser**

If the Katikati Community Board wishes to place an advertisement in the Katikati Advertiser, the funding will need to come from a Katikati Community Board budget. A quote has been provided for approximately \$135.00 per advertisement, as of February 2023.

**Funding Request – Christmas Garlands**

A funding request was received from the Chairman of the Katikati Memorial Hall Committee, Jim Boyes. The request was for Christmas garlands and decorations.

Each year, a group of volunteers dress the Memorial Hall and the Memorial Square with Christmas decorations, which creates a festive atmosphere for the town. The Christmas tree is the property of Katch Katikati, while the garlands and decorations are funded by the Katikati Memorial Hall Committee.

The committee has requested \$3,510.00 + GST from the Community Board, which is half the cost of ten new, 3-metre garlands.



**9.2 COUNCILLOR'S REPORT – APRIL 2023****File Number:** A5192013**Author:** Anne Henry, Councillor**Authoriser:** John Holyoake, Chief Executive Officer**RECOMMENDATION**

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

**The Annual Plan (AP) 2023–2024 Process**

In December, early discussion began for the next Annual Plan. Reviewing our work and projects streams through Annual Plan reviews provides the opportunity to update plans in the Long Term Plan (LTP). The next AP will be Year 3 of the current LTP for 2021–2031.

Council is in the process of examining the financial implications of draft issues and options, viewing draft budgets and our fees and charges. When those are resolved and the average annual rate increase for the following year is struck, the level of materiality and significance for the community is then assessed, and a final decision for an approach for community consultation on the AP is decided. The adoption of the AP consultation document and supporting information for community consultation will be endorsed by Elected Members before it moves into a formal public consultation process from 30 March– 30 April 2023. Look out for the Annual Plan Consultation media releases and Facebook posts, for notification of the time frame.

After the period of receiving submission has closed, ideas and information received will be collated and considered by Elected Members. Then after amendments have been approved and updates made, the completed Annual Plan for 2023–2024 will then go before Council for adoption, on a date yet to be set in June.

**Waka Kotahi – NZTA Interim Speed Review**

The current results for Waka Kotahi's Draft Interim Speed Management Plan can be found on the link below:

[Interim State Highway Speed Management Plan 2023 – 2024 consultation draft \(nzta.govt.nz\)](https://www.nzta.govt.nz/interim-state-highway-speed-management-plan-2023-2024-consultation-draft)

Waka Kotahi have stated in this review, under the section for the Bay of Plenty Region, that Western Bay of Plenty is one of the fastest growing areas of New Zealand, also stating that maintaining safe and reliable connections, within the region and to neighbouring regions (in particular Waikato and Auckland) is critical to supporting both the regional and national economy. Ensuring the Bay of Plenty's state highways are safe, is their priority for the region.

The following roads speed changes from this review are ones that would most effect travel in the northern end of Western Bay of Plenty District Council.

1. SH2 Regional boundary to Katikati speed change from 100kmph to 90kmph.  
Permanent 2023-2024 from the regional boundary with Waikato.
2. SH2 Katikati Main Street speed change from 50km/h to 40km/h.  
Permanent 2023-2024 from Beach Road to Digglemann Park.
3. SH2 Barrett Road intersection speed zone (ISZ) from 80km/h to 60 km/h. Variable 2023-2024. On SH2, approaching intersection with Barrett Road & Plummers Road.
4. SH2 Snodgrass Road intersection speed zone (ISZ) from 80km/h to 60km/h. Variable 2023-2024. On SH2, approaching intersection with Snodgrass Road and Te Puna Quarry Road.
5. SH2 Te Puna to Bethlehem from 90km/h to 80km/h.  
Permanent 2023-2024 East of Te Puna Road to east of Wairoa River.

Consultation on the Draft Interim State Highway Speed Management Plan closed on 12 December 2022. Waka Kotahi is considering feedback from this consultation alongside existing information to finalise the interim plan and will share an update in early 2023.

**Staff Comment:**

*The Speed Management Plan is to focus on the most dangerous one percent of state highways, and make targeted changes to speeds around schools, marae and in townships that state highways transit.*

*Waka Kotahi will await guidance from the Ministry of Transport on specific amendments to Land Transport Rules.*

*The Waka Kotahi interim speed management plan is likely under a level of uncertainty following the Prime Minister's announcements last week on reprioritising projects. Council has lodged a submission on the Interim State Highway Speed Management Plan.*

**Western Bay of Plenty District Council Three Waters**

Our Council has advanced the preparation for the consequential event of transferring Three Waters staff, assets, and infrastructure into the administration of Entity B. Taumata Arowai is the new water entity that would be responsible for the delivery, protection, and compliance of Three Waters across New Zealand. Central Government is implementing this reform of water services through three pieces of legislation. The Water Services Legislation Bill is one of them and is designed to enable the delivery of water services to four new water services entities for New Zealand. Under this Act, the four new, publicly-owned Water Services Entities will eventually run all New Zealand's drinking water, wastewater, and stormwater services – currently operated by councils on behalf of their communities. This bill progressed through its submission stage, with submissions closing on 17 February 2023. Western Bay of Plenty District Council has made a submission towards this bill.

The other two pieces of legislation are:

- The Water Services Entities Act; and
- The Water Services Economic Efficiency and Consumer Protection Bill.

Council has also made submissions for both.

The Water Service Entities Act has established the new water entities, so they are ready to provide services from 1 July 2024.

An update was provided by Council staff on the work they are doing in the event of Council's three water assets and staff moving into one of the four new entities. This was delivered at the Katikati -Waihi Beach Community Forum on Monday 27 March 2023.

### 9.3 GRANT APPLICATION – APRIL 2023

**File Number:** A5228220

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

**Authoriser:** Greer Golding, Governance Manager

#### EXECUTIVE SUMMARY

The Katikati Community Board is required to make a decision regarding applications for Community Board Grant Funding. One application has been received.

The application and supporting information relating to the Community Board Grants has been forwarded to members, separate to this agenda.

#### RECOMMENDATION

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 \$..... 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.

**Or**

That the Katikati Community Board do not approve the grant application from Grow On Katikati.

#### BACKGROUND

The Katikati Community Board has funding of \$8,000 available for disbursement to community organisations for the 2022/2023 financial year. The balance as of 5 April 2023 is \$7,000.

Grow On Katikati has submitted an application for funding of \$2,000 to assist with the purchase of a laptop, and website development and hosting. Grow On Katikati is a community group helping to create food resilience in Katikati. The group consists of over 100 members, two staff members and 25 volunteers.

Grow On Katikati's volunteers sow seeds and raise seedlings for the community, while also running a seed library. The group also hosts workshops, movie nights, children's seedling clubs, and talks to share knowledge on growing and food resilience. Grow On Katikati currently has two old, refurbished laptops. A new laptop is needed to communicate effectively across multiple platforms.

**ENGAGEMENT, CONSULTATION AND COMMUNICATION**

<b>Interested/Affected Parties</b>	<b>Completed/Planned Engagement/Consultation/Communication</b>
Grow On Katikati	The applicant will be advised of the outcome of their respective grant application.

**FUNDING/BUDGET IMPLICATIONS**

<b>Budget Funding Information</b>	<b>Relevant Detail</b>
Community Board Grant Funds	<p>The Community Board will consider applications for the distribution of funding before the end of the financial year.</p> <p>Annual Budget      \$8,000.00</p> <p>Current Balance      \$7,000.00</p>

**9.4 INFRASTRUCTURE SERVICES REPORT KATIKATI COMMUNITY BOARD APRIL 2023****File Number:** A5209028**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**

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

**ROADING****Transportation – Katikati Community Roading**

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

*What's Happened:*

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

*What's Next:*

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

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

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

**Marshall Road Urbanisation Project**

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

*What’s Happened:*

Apex Civil Limited have been engaged to carry out construction.

*What’s Next:*

Construction has commenced.

**Tetley Road Footpath**

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

*What’s Happened:*

WestLink have been engaged to carry out construction.

*What's Next:*

Construction of the shared path has now commenced. Progress was delayed due to the extended periods of adverse weather. It is now expected that project will be completed in April 2023.

**RESERVES****Reserves – Cemetery Katikati Hot Springs Road**

*Description:* Develop cemetery to meet demand.

*What's Happened*

Staff were recently tasked with assessing the suitability of the land for potential Papakainga housing in addition to it's 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 papakainga 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 kainga purposes.

**ASSET & CAPITAL****Highfields Stormwater Pond Development Trial**

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

*What's Happened:*

Groundwater monitoring completed. Feasibility assessment for pond conversion underway.

*What's Next:*

The team are working towards completing outlet modifications, dredging the pond, and retaining wall. This work will likely need consent and the team are working with Bay of Plenty Regional Council on what consents and assessments are needed.

**Western Water Renewals**

*Description:* Renewal and upgrade of water infrastructure.

*What's Happened:*

Contract has been awarded to Loveridge Ltd to upgrade the water network along Middlebrook Drive. Investigations are underway on Wharawhara Road intersection improvements which are scheduled to be built next financial year.



*What's Next:*

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

**Katikati WWTP Upgrade**

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

*What's Happened:*

Katikati WWTP has had some ongoing compliance issues. The UV upgrade has been completed and is performing well. Lutra have commenced the preliminary design on the upgrade.

*What's Next:*

Upgrade the WWTP to meet resource consent. The upgrade will consist of a specifically designed nitrogen removal plant recently trialled at the plant. Complete preliminary design and identify what additional design is needed before starting procurement.

**OPERATIONS**

**Western Solid Waste**

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

**Recycling & Greenwaste Centres**

*What's Happened:*

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

December 2022 was one of the busiest months for kerbside collections. The unseasonal wet summer weather meant tonnages for January 2023 and February 2023 were lower than had been planned for.

<b>WBOPDC Kerbside Tonnes</b>	<b>Dec 2021</b>	<b>Jan 2022</b>	<b>Feb 2022</b>	<b>Summer 2022</b>		<b>Dec 2022</b>	<b>Jan 2023</b>	<b>Feb 2023</b>	<b>Summer 2023</b>	<b>Difference 2022-23</b>
<b>Waste Tonnes</b>	392	400	467	<b>1259</b>		515	496	415	<b>1426</b>	167
<b>Recycle Tonnes</b>	177	155	142	<b>474</b>		182	168	145	<b>495</b>	21
<b>Glass Tonnes</b>	147	235	129	<b>511</b>		150	191	144	<b>485</b>	-26
<b>Food Tonnes</b>	58	65	63	<b>186</b>		42	53	57	<b>152</b>	-34

**PAYT Tag**

The new designed tag has been distributed to the WBOPDC service centres and to date feedback has been positive. Old PAYT tags will continue to be sold through retailers and once old stock is exhausted, new tags will be supplied, which is expected to occur in April.

**Illegal Dumping**

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.

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

**Establishing Community Resource Recovery Centres**

*What Happened:*

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

*What's Next:*

Assess the results from the feasibility report for next steps.

**Emergency Management**

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

*What's Happened:*

Council staff attended a meeting to support the creation of a Community Response Team in Katikati.

Katikati Baptist Church was activated as a Community Led Centre during Cyclone Gabrielle response – although not used by anyone from the community, was great to see how quickly it could mobilise staff to open the venue and man it in the event it was required.

*What's Next:*

The Team will continue to engage with the newly formed group to officially re-establish a Katikati Community Response Team.

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

Once a team has been officially created work with them to review the Katikati Community Guide to Emergencies

Looking 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 the coming months along with a public education campaign of what to do and where to go in a tsunami response.

## ATTACHMENTS

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

<b>Action Sheets Report</b>	<b>Division:</b> Infrastructure Services Group <b>Committee:</b> Katikati Community Board	<b>Printed:</b> April 2023
-----------------------------	--	----------------------------

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

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

**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 years funds are listed below:

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

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

**July 2022:**

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

**Action Sheets Report**

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

**Printed:** April 2023

**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 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> April 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>

**RESOLUTION K22-2.6**

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

**Priority 1:**

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

**Priority 2:**

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

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

**April 2023:**

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.

It was discussed that the following items would be removed from the priority list further to resolution:

- Mulgan Street footpath extension
- Hyde street sealing
- Kotahi Lane car parking sealing
- Kotahi Lane (Southern end) Parking Enhancement

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.

**Action Sheets Report**

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

**Printed:** April 2023

**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> April 2023
-----------------------------	--	----------------------------

Meeting	Officer/Director	Section	Subject
<b>Katikati Community Board 20/07/2022</b>	<b>Hall, Ashley</b>	<b>New Item</b>	<b>Kea Crossing - Park Road, Katikati</b>

**RESOLUTION K22-4.8**

That the Katikati Community Board approve for the design and construction of the Kea Crossing proposed for Park Road, Katikati, to be funded from the Katikati Community Board Rooding Account.

**April 2023:**

The Kea Crossing installation has been completed.

Travel Safe are currently awaiting confirmation from the school and NZ Police to co-ordinate training.

**February 2023:**

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

**November 2022:**

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



<b>Action Sheets Report</b>	<b>Division:</b> Infrastructure Services Group <b>Committee:</b> Katikati Community Board	<b>Printed:</b> April 2023
-----------------------------	--	----------------------------

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>

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.

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.

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.

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.

**April 2023:**

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.

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.

<b>Action Sheets Report</b>	<b>Division:</b> Infrastructure Services Group <b>Committee:</b> Katikati Community Board	<b>Printed:</b> April 2023
-----------------------------	--	----------------------------

Meeting	Officer/Director	Section	Subject
<b>Katikati Community Board 12 August 2020</b>	<b>Watson, Peter</b>	<b>Reports</b>	<b>Haiku Park – Develop Leased Area between Haiku Reserve, Donegal Place and Henry Road Cycle Trail</b>

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

Councillor Henry advised the Board that the Reserves and Facilities Manager would consult with residents in the street and owners of the houses whose fences are affected.

**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.

**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.

**Action Sheets Report**

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

**Printed:** April 2023

**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.

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

**9.5 KATIKATI FINANCIAL REPORT – FEBRUARY 2023**

File Number: A5164787

Author: Ezelle Thiart, Financial Business Advisor

Authoriser: Sarah Bedford, Financial Controller

**EXECUTIVE SUMMARY**

This report provides the Community Board with two-monthly monitoring of its operational budget. Attached are the financial statements for the period ended 28 February (**Attachment 1**).

Total operational costs are under budget YTD.

**RECOMMENDATION**

That the Financial Business Advisor's report dated 5 April 2023, titled 'Financial Report Katikati – February 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
<b>2022/23 Grants</b>		<b>1,000</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.	2,000
<b>Total outstanding operational commitments</b>			<b>3,600</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 – February 2023**  

