

Mā tō tātou takiwā
For our District

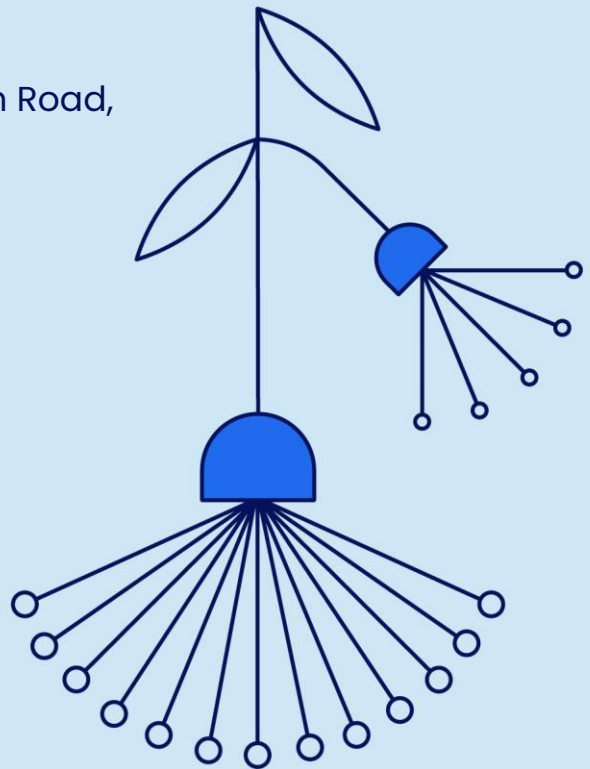
Waihī Beach Community Board

Poari ā Hapori o Waihī Beach

WBC24-1

Monday, 26 February 2024, 5.30pm

Waihī Beach Community Centre, 106 Beach Road,
Waihī Beach



Waihi Beach Community Board

Membership:

Chairperson	Ross Goudie
Deputy Chairperson	To be confirmed
Members	Heather Marie Guphill Dani Simpson Wayne Stevenson Cr Anne Henry Cr Allan Sole
Quorum	3
Frequency	Eight weekly / Workshops as required

Role and Purpose of Community Boards:

- To represent, and act as an advocate for, the interests of their communities.
- To 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 Waihi Beach Community Board Meeting will be held in the Waihi Beach Community Centre, 106 Beach Road, Waihi Beach on:
Monday, 26 February 2024 at 5.30pm

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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 relationship management system as a service request, while those requiring further investigation will be referred to the Chief Executive.

8 PRESENTATIONS

8.1 PRESENTATION – PIPPA COOMBES – LIVEWELL WAIHI BEACH

File Number: A5977049

Author: Rosa Leahy, Governance Advisor

Authoriser: Greer Golding, Governance Manager

8.2 PRESENTATION – WAIHĪ BEACH EVENTS AND PROMOTIONS

File Number: A5977060

Author: Rosa Leahy, Governance Advisor

Authoriser: Greer Golding, Governance Manager

8.3 PRESENTATION – DONNA PFEFFERLE – LIFEGUARD SERVICES WAIHI BEACH

File Number: A5977053

Author: Rosa Leahy, Governance Advisor

Authoriser: Greer Golding, Governance Manager

8.4 PRESENTATION – TE WHĀNAU Ā TAUWHAO KI OTAWHIWHI

File Number: A5977057

Author: Rosa Leahy, Governance Advisor

Authoriser: Greer Golding, Governance Manager

9 MINUTES FOR CONFIRMATION

9.1 MINUTES OF THE WAIHĪ BEACH COMMUNITY BOARD MEETING HELD ON 4 DECEMBER 2023

File Number: A5953878

Author: Pernille Osborne, Senior Governance Advisor

Authoriser: Greer Golding, Governance Manager

RECOMMENDATION

1. That the Minutes of the Waihi Beach Community Board Meeting held on 4 December 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 Waihi Beach Community Board Meeting held on 4 December 2023

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
WAIHĪ BEACH COMMUNITY BOARD MEETING NO. WBC23-7
HELD IN THE WAIHĪ BEACH COMMUNITY CENTRE, 106 BEACH ROAD, WAIHĪ BEACH
ON MONDAY, 4 DECEMBER 2023 AT 6.30PM**

1 PRESENT

Chairperson R Goudie, Member H Guptill, Member D Simpson, Cr A Henry and Cr A Sole

2 IN ATTENDANCE

A Henderson (General Manager Corporate Services), C Crow (General Manager Infrastructure Services), K Little (Operations Manager), A Hall (Roading Engineer West), P Osborne (Senior Governance Advisor) and R Leahy (Governance Advisor)

15 members of the public including:

Mayor J Denyer

W Stevenson (Incumbent Waihi Beach Community Board Member)

J Clements (Katikati Community Board Chairperson)

3 APOLOGIES

Nil

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Nil

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

7.1 DENIS HENDERSON AND SUE PARKER - ATHENREE ACTION GROUP

Mr Henderson and Ms Parker were in attendance to discuss the aspirations of the Athenree Action Group. The following points were noted:

Mr Henderson attended the Board meeting in August 2023 and presented a proposal on upgrading the footpaths and Waione Reserve in Athenree.

The group requested that in addition to the proposal, Council considered developing a sport facility in Athenree, such as a basket ball hoop or tennis courts.

Some members of the public did not support having a hard canopy structure. A sail that could be taken down during the winter months and not obstruct the view could be considered.

The Board requested to meet with the Athenree Action group to discuss priorities and a path forward.

7.2 JIM COWEN – VARIOUS ISSUES

Mr Cowen, a Waihi Beach resident, was in attendance to discuss various issues. The following points were noted:

- The intersection at Edinburgh Street was dangerous and lacked visibility for drivers and pedestrians.

Previously, different options had been investigated to address the Edinburgh Street intersection. The Transportation Area Engineer would raise the concerns with senior management.

Mr Cowen raised a concern regarding the time it took for contractors to complete the works on the gazebo at Coronation Park. Reserve contracts were generally awarded based on a fixed price quote.

The humps on the existing cycleway in Bowentown could have been flattened when the contractors were in to remove the logs.

7.3 ANTHONY THOMPSON – VARIOUS ISSUES

Mr Thompson, a resident of Waihi Beach, was in attendance to discuss various issues. The following points were noted:

- There was a public meeting in Katikati to discuss the Land Transport Plan. It was requested that Council advised the public of any changes to transport policies.
 - There was a Stormwater Liaison Group meeting on 29 November to discuss stormwater upgrades in Waihi Beach. The public would be consulted once further work had been completed.
-

7.4 KEITH HAY – COMMUNITY-LED RETREAT AND ADAPTATION FUNDING SUBMISSION

Mr Hay was in attendance to discuss the Community-led Retreat and Adaptation Funding submission:

- Mr Hay was concerned that the submission had not been socialised with a majority of Councillors.
 - Mayor James Denyer responded to pātai as below:
 - The Select Committee suggested that holiday homes could be acquired with no compensation. The submission put forward provided an alternative solution that would be more fair.
 - The submission was discussed at a workshop. Councillors were invited to put their views forward on this submission. The Mayor and one other Councillor submitted their views to staff on this topic. The Mayor socialised his response to seven Councillors prior to the submission being submitted.
-

7.5 TRISHA COATES – VARIOUS ISSUES

Ms Coates, a Waihi Beach resident, was in attendance to discuss various issues. The following points were noted:

- Ms Coates was concerned that the footpath on Beach Road between the service station and school was in a bad state.

The Transportation Area Engineer would investigate the concerns and when the footpath was due to be rehabilitated.

Ms Coates requested that the Community Board fund a printed copy of the Community Board agenda to put in the library.

She understood seven pensioner housing units would be demolished. The area would be infilled and contoured so residents could use that area for parking.

A workshop with Councillors on the pensioner housing portfolio would take place next year including options for Waihi Beach.

7.5 GRAEME MCGREGOR – ATHENREE MARINA

Mr McGregor was in attendance to discuss removing the Athenree Marina. The following points were noted:

The old marina structures in Athenree needed to be removed (As shown in Tabled Item 1 Council had undertaken consultation on the Athenree marina.

Mr McGregor requested that as part of the works to the marina and seawall, Council removed the old marina structures.

8 PRESENTATIONS

8.1 PRESENTATION – WAIHĪ BEACH LIFEGUARD SERVICES

Donna Pfefferle was in attendance to speak on behalf of Waihi Beach Lifeguard Services regarding the proposed Beach safety signs and personal safety equipment at Waihi Beach.

Lifeguard Services requested to install signage in dangerous areas along Waihi Beach.

There were 26 sites identified for signage, noting that some of those locations would contain a floatation device. The location of signs were considered based on incidents and swimmer data.

Theft of the floatation devices was a concern, however, they felt this was a lower risk due to equipment being easily identified as belonging to Lifeguard Services. It was noted that in other areas where the devices have been installed (Napier and Wellington) the community were watchful to ensure they were not stolen.

The cost of the floatation devices was estimated at around \$5000 and would be funded by Lifeguard Services.

Lifeguard Services sought funding from Council towards the signage.

8.2 PRESENTATION – DOUG LONGDILL – ALTERNATIVE WAIHĪ BEACH RUBBISH BINS

Mr Longdill, Member of Local Environment Society was in attendance to discuss the alternative Waihi Beach Rubbish Bins.

There was a lack of recycling facilities in the Waihi Beach village.

Other councils in New Zealand were active in providing facilities for recycling.

There were issues with contamination, however, there were various strategies such as signage, education and design to address this issue.

The Operations Manager would investigate options for recycling facilities in Waihi Beach.

8.3 PRESENTATION – TE WHĀNAU Ā TAUWHAO KI OTAWHIWHI

Representatives from Te Whānau ā Tauwhao ki Otawhiwhi were unable to attend the meeting.

9 MINUTES FOR CONFIRMATION

9.1 MINUTES OF THE WAIHI BEACH COMMUNITY BOARD MEETING HELD ON 9 OCTOBER 2023

RESOLUTION WBC23-7.1

Moved: Member D Simpson

Seconded: Member H Guptill

1. That the Minutes of the Waihi Beach Community Board Meeting held on 9 October 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.

CARRIED

10 REPORTS

10.1 WAIHI BEACH COMMUNITY BOARD WORKSHOP NOTES – 17 NOVEMBER 2023

It was noted that the Board's workshop notes were now being published to provide greater transparency.

10.2 WAIHI BEACH COMMUNITY BOARD CHAIRPERSON'S REPORT – DECEMBER 2023

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

RESOLUTION WBC23-7.2

Moved: Chairperson R Goudie

Seconded: Cr A Henry

- a. That the Chairperson's report dated 4 December 2023 titled 'Waihi Beach Community Board Chairperson's Report – December 2023' be received.

CARRIED

10.2.1 PENSIONER HOUSING

The Operations Manager responded to pātai as below:

There were 40 people on the waiting list for pensioner housing (district wide).

Consultation on pensioner housing in Waihi Beach would be undertaken with the Board once the project progressed.

10.2.2 STORMWATER ISSUES

The Board requested an update on whether the Tui Park pump was working to full capacity.

A concern was raised regarding the condition of the stormwater ponds in Bowentown after the contractors had completed the works. Further works were being conducted on the ponds and the Board requested information on if the same contractors were being used.

10.2.3 ENTRANCEWAY SIGNS PROJECT

The Transportation Area Engineer had spoken to the Athenree Road landowner and was requested to contact the lessee of the land.

The original location for the Waihi Beach entranceway sign was no longer suitable. The Transportation Area Engineer would make contact with the landowner further down the road, to determine if that was an appropriate location.

10.2.4 PROPOSAL TO LEASE BOWENTOWN SEAFORTH ROAD SOUTH RESERVE

The Board felt that it was important for the existing tenants in the area to be comfortable with the proposal.

Waihi Beach Coastguard was in support of a Lifeguard building being developed on the Bowentown Seaforth Road South Reserve.

The Waihi Beach Coastguard had not submitted on the proposal, however their views were considered as they were an affected party.

RESOLUTION WBC23-7.4

Moved: Member D Simpson

Seconded: Member H Guptill

1. That the Waihi Beach Community Board approve for Attachment 1 of this report, to be included in their verbal submission to Council on the 'Proposal to Lease Bowentown Seaforth Road South Reserve'
2. Councillor A Henry and Councillor A Sole abstained from voting.

CARRIED

10.2.5 TUNA AVENUE OUTDOOR SHOWER

- The Board requested a decision on funding an outdoor shower at Tuna Avenue be made at a future meeting, following further clarification and discussion at a workshop.
-

10.2.6 NO STOPPING MARKS

- There was no certainty on when the next review of the Traffic and Parking Enforcement Bylaw would take place.
 - Developers should be responsible for installing yellow lines when they were required within a new development.
 - The General Manager Infrastructure Services had requested a legal opinion on the Traffic and Parking Enforcement Bylaw, as he felt there should be a mechanism to put parking provisions in place without a full bylaw change. This policy change would be put forward to Councillors following legal opinion.
-

10.3 WAIHI BEACH COMMUNITY BOARD COUNCILLOR'S REPORT - DECEMBER 2023

The Board considered a report from Councillor Henry. The report was taken as read, with the below update:

- Council agreed to delay the adoption of the Long Term Plan until September 2024.
-

RESOLUTION WBC23-7.5

Moved: Cr A Henry

Seconded: Cr A Sole

3. That the Councillor's report dated 4 December 2023 titled 'Waihi Beach Community Board Councillor's Report – December 2023' be received.

CARRIED

10.4 WAIHI BEACH PROJECTS AND OPERATIONS REPORT – DECEMBER 2023

The Board considered a report from the Senior Governance Advisor. The report was taken as read with further discussion on items as listed below.

RESOLUTION WBC23-7.6

Moved: Chairperson R Goudie

Seconded: Cr A Henry

1. That the Senior Governance Advisor's report dated 4 December 2023 titled 'Waihi Beach Projects and Operations Report – December 2023' be received

CARRIED

10.4.1 BEACH ROAD SAFETY ENHANCEMENTS

- The expected costs for the delivery of the project would be provided at the end of the design phase.
 - There was a risk of unforeseen costs during the delivery phase if a detailed design was not conducted.
-

RESOLUTION WBC23-7.7

Moved: Cr A Sole

Seconded: Member D Simpson

2. That the Waihi Beach Community Board approve up to \$40,000 from the Waihi Beach Community Board Roading Account, for costs relating to the detailed design of the Beach Road Double Bus Bay and confirmation of the pedestrian refuge positioning, noting that this is part of the Safety Enhancement Project.

CARRIED

10.4.2 WAIHI BEACH LIBRARY

The General Manager Infrastructure Services advised the Board that a new design was being drafted that fell within budget. Consultation on the project with the Board would be undertaken once the design had progressed further.

10.5 2024/2025 ANNUAL OPERATING BUDGET

The Board considered a report from the Senior Governance Advisor, who noted that the table in the recommendation needed to be updated to remove the 'Security' and 'Street Decorations' budget line, and add 'Miscellaneous' with a proposed budget of \$3,084.

The report was taken as read with further discussion as below:

- The Board did not regularly use their conference budget or mileage allowance.
 - There was significant pressure to reduce overall rates for Western Bay of Plenty residents.
 - The Board agreed to reduce their operating budget by removing \$2,000 from the 'Conference' budget line, and \$1,000 from the 'Mileage' budget line.
-

RESOLUTION WBC23-7.8

Moved: Member D Simpson

Seconded: Member H Guptill

1. That the Senior Governance Advisor's report dated 4 December 2023 titled '2024/2025 Annual Operating Budget' be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That it be recommended to the Annual Plan and Long Term Plan Committee that the Waihi Beach Community Board 2024/2025 Annual Operating Budget be:

4. OPERATING COSTS	5. 2024/2025	6.
7. Conference	8. 1,056	9.
10. Contingency	11. 2,056	12.
13. Grants	14. 5,140	15.
16. Mileage Allowance	17. 3,140	18.
19. Miscellaneous	20. 3,084	21.
22. Salaries	23. Determined by Remuneration Authority	
24. Inter Departmental Charges	25. Determined by Overhead Cost Allocation	
26. TOTAL OPERATING COSTS	27.	28.

29.

CARRIED

10.6 WAIHI BEACH COMMUNITY BOARD - FINANCIAL REPORT OCTOBER 2023

The Board considered a report from the Financial Business Advisor. The report was taken as read with further discussion as listed below.

The Board was advised to wait until they had confirmation that all the invoices had been received and paid from the WBC22-2.5 project (Water Refill Stations) before resolving to release the funds back into the Reserve Account.

RESOLUTION WBC23-7.9

Moved: Member H Guptill

Seconded: Member D Simpson

- a. That the Financial Business Advisor's report dated 4 December 2023 and titled 'Waihi Beach Community Board – Financial Report October 2023', be received.
- b. That the Waihi Beach Community Board approve for the remaining funds from the below resolutions, to be released back into the Reserve Account:
 - a. WBC22.15 with remaining funds of \$20.00; and
 - b. WBC20-5.11 with remaining funds of \$3,194.00.

CARRIED

The Meeting closed at 9:03pm.

Confirmed as a true and correct record at the Waihi Beach Community Board meeting held on 26 February 2024.

.....
Chairperson R Goudie

CHAIRPERSON

10 **REPORTS**

10.1 **WAIHĪ BEACH COMMUNITY BOARD WORKSHOP NOTES – 11 DECEMBER 2023 AND 9 FEBRUARY 2024**

File Number: A5974870

Author: Rosa Leahy, Governance Advisor

Authoriser: Greer Golding, Governance Manager

EXECUTIVE SUMMARY

The Waihi Beach Community Board workshop notes from 11 December 2023 and 9 February 2024, have been provided as **Attachment 1 & 2** for transparency.

ATTACHMENTS

1. **Waihi Beach Community Board Workshop Notes – 11 December 2023** [!\[\]\(4a3b13191e07f3624da874511dc1663c_img.jpg\)](#) 
2. **Waihi Beach Community Board Workshop Notes – 9 February 2024** [!\[\]\(5c3a5e24b594485fbf944def50019a12_img.jpg\)](#) 

WAIHĪ BEACH COMMUNITY BOARD**WORKSHOP**

DATE:	Monday, 11 December 2023 at 9.00am
HELD:	Onsite – Wilson Road
MEMBERS PRESENT:	R Goudie (Chairperson), H Guptill, D Simpson, Councillor A Henry and Councillor A Sole
OTHERS	W Stevenson and Councillor R Joyce
STAFF IN ATTENDANCE:	G Allis (Senior Manager), K Little (Operations Manager), A Hall (Transportation Area Engineer), P Osborne (Senior Governance Advisor) and R Leahy (Governance Advisor)

Topic	Discussion	Action	Outcome
Wilson Road Carpark – Police Station	Staff were of the understanding that the new landowner had signed the agreement for the rock abatement works to be done. The discussion that took place noted the below points:	Confirmation to be sought on whether the agreement had been signed.	The Board were informed, via email on 12 December 2023, that the landowner had not yet signed the agreement, however this did not affect the agreed direction to continue the process to change the status of the car park from fee simple to road.

Topic	Discussion	Action	Outcome
	<ul style="list-style-type: none">• Convert the carpark to a road to allow an easement over it.• There was a memorial on the title, which had not been through the Māori Land Court to see whether there was a claim over it.• Whether there was a need to rescind old Council resolutions and put forward a new one once appropriate.• Whether the Police Station accessway through the carpark should be closed, or whether this would affect emergency services. <p>The overall agreement was that access to the apartments directly off Wilson Road be closed. New access will be granted through the 22 Wilson Road property once the carpark is converted to a roadway.</p>		

Topic	Discussion	Action	Outcome
Edinburgh Street Bridge – Over 2 Mile Creek	<p>The discussion that took place noted the below points:</p> <ul style="list-style-type: none">• Safe access for pedestrians needed to be provided for from the street to the bridge. This would require certain carparks to be removed and redesigned.• The cost of the pedestrian bridge was estimated at \$300,000.• This project could begin following work currently being undertaken on the Edinburgh Street property for 2 Mile Creek, noting that pre-work/preparation could take place sooner.• Look into how many additional carparks could be established on the Edinburgh Street side of 2 Mile Creek.		

Topic	Discussion	Action	Outcome
Wilson Road Carpark – The Porch	<p>The owner of the Snell Crescent property was not interested in selling unless there was an opportunity for a land swap. 37 Edinburgh Street had been identified as a potential property for consideration, noting that 3 metres would need to be retained to allow for the pathway from Wilson Road to Edinburgh Street to be achieved.</p> <p>It was noted that Snell Crescent qualified as medium density where Edinburgh Street was zoned commercial. This meant that resource consent would be required, and it would be unlikely that the Snell Crescent owner would be satisfied with the restrictions/boundaries.</p> <p>It was noted that to gain access through the Snell Crescent property would cost up to</p>	<p>The Board to consider the priorities for the community to ensure they are spending Community Board funds on projects that are of high priority for the community.</p> <p>Staff to provide options of the discussion through a staged process, including the 2A Snell Crescent and the 2/2A Snell Crescent option.</p>	

Topic	Discussion	Action	Outcome
	<p>1.5Million, which did not include the driveway itself.</p> <p>The Board queried whether this could be look at as a staged approach.</p> <p>Look at the opportunity to remove the disability carparks and add more around the Police Station.</p> <p>Approach the real estate agent on the righthand side (when exiting carpark) to see if they would consider removing the big sign for safety reasons, to help with visibility when exiting the carpark.</p> <p>Removal of the carpark on the righthand side (when exiting the carpark) to help with current visibility issues.</p>		

Topic	Discussion	Action	Outcome
	Extending the current gravel carpark to help with the “bogginess” on the lefthand side. Was there a possibility to include some fencing around the waterflow area.	The Transportation Area Engineer to provide options to the Board at the upcoming workshop.	
Town Centre Plan	Staff understood that that Waihi Beach Town Centre Plan was included in the work programme for Council’s Community Team.	Confirmation on when the Waihi Beach Town Centre Plan Review was due to take place.	
Dillon Street Bridge – Traffic Safety Concerns	There was concern that increasing the traffic from Edinburgh Street onto Dillon Street would make previously raised concerns worse. The Board wished to see what options could be considered to help address these concerns, noting that consent would be required for a speed bump, and funding options would also need to be considered.	The Transportation Area Engineer to look into what options would be suitable to help address the current safety concerns and minimise future concerns.	

Topic	Discussion	Action	Outcome
General Feedback	<p>The Board were given the opportunity to provide feedback to staff following the first year. The following points were noted:</p> <ul style="list-style-type: none">• They would like to see if there was an opportunity to start the formal meetings earlier ie. 5/5.30pm.• Found the latest Projects and Operations Report easier to read.• Happy with the workshop notes being included in the formal agendas.• The onsite workshops with appropriate staff were really beneficial.• More information (whenever possible) for members, especially those that are newer.	<p>Advisors to look at moving the formal meetings to an earlier start time.</p> <p>Advisors to continue to plan upcoming workshops and ensuring appropriate staff are available to attend when possible.</p>	<p>The new start time for Community Board meetings has been confirmed for 5.30pm.</p>

WAIHI BEACH COMMUNITY BOARD WORKSHOP

DATE:	9:00am, Friday 9 February 2024
HELD:	Waihi Beach Community Centre
FORUM MEMBERS PRESENT:	R Goudie (Waihi Beach Community Board Chairperson), Member W Stevenson, Member D Simpson, Member H Guptill, Cr A Henry and Cr A Sole
STAFF IN ATTENDANCE:	G Allis (Senior Manager), A Hall (Transportation Area Engineer), K McGinity (Senior Policy Analyst) and R Leahy (Governance Advisor)

Topic	Discussion	Action
Entranceway Signs	<p>It was no longer appropriate to have the Athenree Road entranceway sign at the location where the Board originally agreed it be placed.</p> <p>The Board supported installing the sign near the Athenree Homestead or Waiaou Road.</p> <p>A new site location for the Waihi Beach Road entranceway sign had been found. The new site location required clearing gorse and existing signage. The site was also windy, so may require additional provision for the sign.</p>	<p>The Transportation Area Engineer to contact the Athenree Homestead and investigate placing the sign near Waiaou Road.</p>
Lifeguard Building	Lifeguard Services, Coastguard and Pio Shores had worked together to come up with a location for the Lifeguard Services building at Bowentown Seaforth Reserve.	N/a

Waihi Beach Community Board – Workshop Notes

1

	The Community Board supported the new location.	
Elderly Housing	<p>The Board raised a concern about not being involved in organising the blessing for the demolition of the Elderly Housing Units.</p> <p>The Board expressed a desire to see the units replaced and would like this included in the Long-Term Plan.</p>	N/a
Stormwater Liaison Meeting	<p>The Board was concerned that they were unable to view the modelling from the last Stormwater Liaison Meeting.</p> <p>The Board requested a copy of the modelling ahead of the next meeting.</p>	Governance Team to speak to General Manager Infrastructure Services about obtaining a copy of the modelling for the Board.
Levels of Service	The Board was concerned about the level of services for mowing and emptying rubbish bins in Waihi Beach, particularly during the busy summer period.	The Transportation Area Engineer to investigate increasing the level of service between mid-December to mid-February
Representation Review	<p>There was agreement among the Board that their membership shouldn't be reduced.</p> <p>The Board expressed a desire to remain independent and not combined with the Katikati</p>	N/a

	<p>Community Board. A Community Board that covered the whole Ward area would prevent any representation from Waihi Beach as the voter base was greater in Katikati.</p> <p>There was agreement among the Board that the Community Board should have greater involvement in Council workshops.</p> <p>Some Members felt that the Community Forums were surplus to requirements.</p> <p>The Representation Review was an opportunity to showcase how the public could engage with Council.</p> <p>The Community Board requested greater involvement in engaging with the community to form better consultation.</p> <p>Establishing a Māori Ward forms part of the representation review. Figures on the Māori population came from Statistics New Zealand.</p> <p>There was an opportunity for staff and the Community Board to hold a stall at an upcoming market to engage with the public on the representation review.</p>	
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Priority Projects	Staff presented the Board with a list of priority projects for Waihi Beach Staff were advised to undertake further investigations into these projects.	N/a
Tuna Avenue Outdoor Shower	The Board requested that a recommendation on installing an outdoor shower at the toilets on Tuna Avenue be included in the next agenda.	N/a
Athenree Road – Safety Concerns	<p>There were concerns about the safety of Athenree Road, due to speeding drivers.</p> <p>Athenree Road was too narrow near the 50km sign.</p> <p>The Board was advised that they could fund gating the 50km signs, which may assist in slowing down the traffic.</p>	<p>The Transportation Area Engineer to investigate options to slow traffic down in this area.</p>

The workshop closed at 12:30pm.

10.2 ELECTION OF DEPUTY CHAIR TO THE WAIHI BEACH COMMUNITY BOARD**File Number: A5950920****Author: Pernille Osborne, Senior Governance Advisor****Authoriser: Greer Golding, Governance Manager****EXECUTIVE SUMMARY**

The purpose of this report is for the Waihi Beach Community Board to elect a Deputy Chairperson, due to the resignation of the Deputy Chairperson who was appointed at the Waihi Beach Community Board Inaugural meeting held 7 November 2022.

RECOMMENDATION

1. That the Senior Governance Advisor's report dated 26 February 2024 titled 'Election of Deputy Chairperson to the Waihi Beach Community Board' be received.
2. That the Waihi Beach Community Board elects _____ as the Deputy Chairperson of the Waihi Beach Community Board.

BACKGROUND

1. The position of Deputy Chairperson for the Waihi Beach Community Board is now vacant following the resignation of Alan Kurtovich, who was appointed as Deputy Chairperson at the Inaugural meeting on 7 November 2022. Pursuant to Clause 21(5)(e), Schedule 7 of the Local Government Act 2002 (LGA 2002) the Board must ensure that the business conducted at a meeting must include a Deputy Chairperson.
2. Resolution WB22-IN.5 of the Waihi Beach Community Board meeting on the 7 November 2022 approved using System B for the election of the Deputy Chairperson. That in accordance with Clause 25(4), Schedule 7 of the LGA 2002.

System B:

- a) requires that a person is elected or appointed if he or she receives more votes than any other candidate; and
- b) has the following characteristics: i. there is only 1 round of voting; and ii. if 2 or more candidates tie for the most votes, the tie is resolved by lot.

10.3 WAIHĪ BEACH COMMUNITY BOARD CHAIRPERSON'S REPORT – FEBRUARY 2024**File Number:** A5973789**Author:** Ross Goudie, Community Board Chairperson**Authoriser:** Adele Henderson, General Manager Corporate Services**RECOMMENDATION**

1. That the Chairperson's report dated 26 February 2024 titled 'Waihi Beach Community Board Chairperson's Report – February 2024' be received.
2. That the Waihi Beach Community Board endorse site 2A as the preferred location for the Lifeguard Services Building at Bowentown Seaforth Reserve (shown as **Attachment 1** of this report).
3. That the Waihi Beach Community Board approve up to \$2500 from the Waihi Beach Reserve Account towards a push button shower at Tuna Avenue (Roadside of Toilet Block)

OR

That the Waihi Beach Community Board approve up to \$5000 from the Waihi Beach Reserve Account towards a deluge handle shower at Tuna Avenue (Beachside of the Toilet Block).

Lifeguard Services Building – Bowentown Seaforth Reserve

Over the Christmas/New Year period, the Community Board worked with the Surf Club and other community groups to resolve the issue of where the preferred Lifeguard Services building be located Bowentown Seaforth Reserve. There is now an agreed site, clear of sewerage lines with good access and not impinging on other activities in the area. The solution of this issue was greatly helped by Rose Fox with her planning skills.

I wrote to Council's Reserves and Facilities Manager on behalf of the Community Board to express our support for site 2A. As a Community Board, we would like to formally endorse the plan for site 2A (**Attachment 1**), as per recommendation 2.

Entranceway Signs Project

The potential site locations for the Welcome to Waihi Beach signs has progressed, and Council staff continue to work on this project.

An update relating to this project has been provided in the Projects and Operations Report of this agenda.

Levels of Service – Rubbish Bins and Mowing

The Community Board received many complaints regarding service issues with overflowing rubbish bins and a lack of mowing of reserves. We now have a good understanding of the present Levels of Service and have requested a greater level of service over the busy holiday period. Council staff are currently investigating this request.

Beach Road Safety Enhancement Projects (Bus Stops)

In late 2023, the Community Board approved funds to design a two-bus bay, north of the present school entry at Waihi Beach School and a road crossing south of Brown's Drive. Boffa Miskell are working on the design, and we are looking forward to the final work.

An update relating to this project has been provided in the Projects and Operations Report of this agenda.

Stargazing Platforms & Dam Trails

At the 11 December 2023 workshop, Community Board members had a tour of the new stargazing platforms and tracks within the dam catchment. Members were also updated on possible connections to Waihi for walking and cycling.

Town Centre Plan and Projects

The Community Board and staff had an onsite workshop to walk over the many projects within Wilson Road and associated areas, looking at the 15-year-old Town Centre Plan and planning the present reality. A list of projects was then presented to the Board at our workshop on 9 February 2024 and we look forward to seeing how they progress. The community will be informed on these projects once they have been finalised.

LTP Submission

The Community Board LTP submission will advocate for the projects in our area including Stormwater, Climate Change Planning, the Athenree-Waihi Beach shared path and pensioner housing.

Tuna Avenue – Outdoor Shower

Last year, the Board requested staff investigate the possibility of having an outdoor shower installed at the Tuna Avenue toilet block. The idea was discussed at the Board's workshop on 9 February 2024.

A recommendation has been included in this report for the Boards consideration.

The Reserves and Facilities Officer West has provided the below estimates relating to the installation of an outdoor cold water shower.



Push button shower – Roadside of the toilet block.
\$1,500 +GST



Deluge handle shower – Beach side of the toilet block. (Quoted Nov 2022)
\$3,980.15 +GST

Representation Review

The Community Board has had an update on the upcoming Representation Review including the establishment of a Māori Ward/s. Staff attended our 9 February 2024 workshop and the Board provided feedback on our role as a Community Board. Staff and the Community Board will hold a stall at an upcoming market (yet to be determined date) as an opportunity to engage with the public and hear their feedback.

Wilson Road Retailers

The Community Board wishes to meet with all commercial properties regarding their Christmas programme and other celebrations or promotions, plus any other ongoing issues in the Wilson Road shopping area.

ATTACHMENTS

1. Site Plan – Lifeguard Services Building



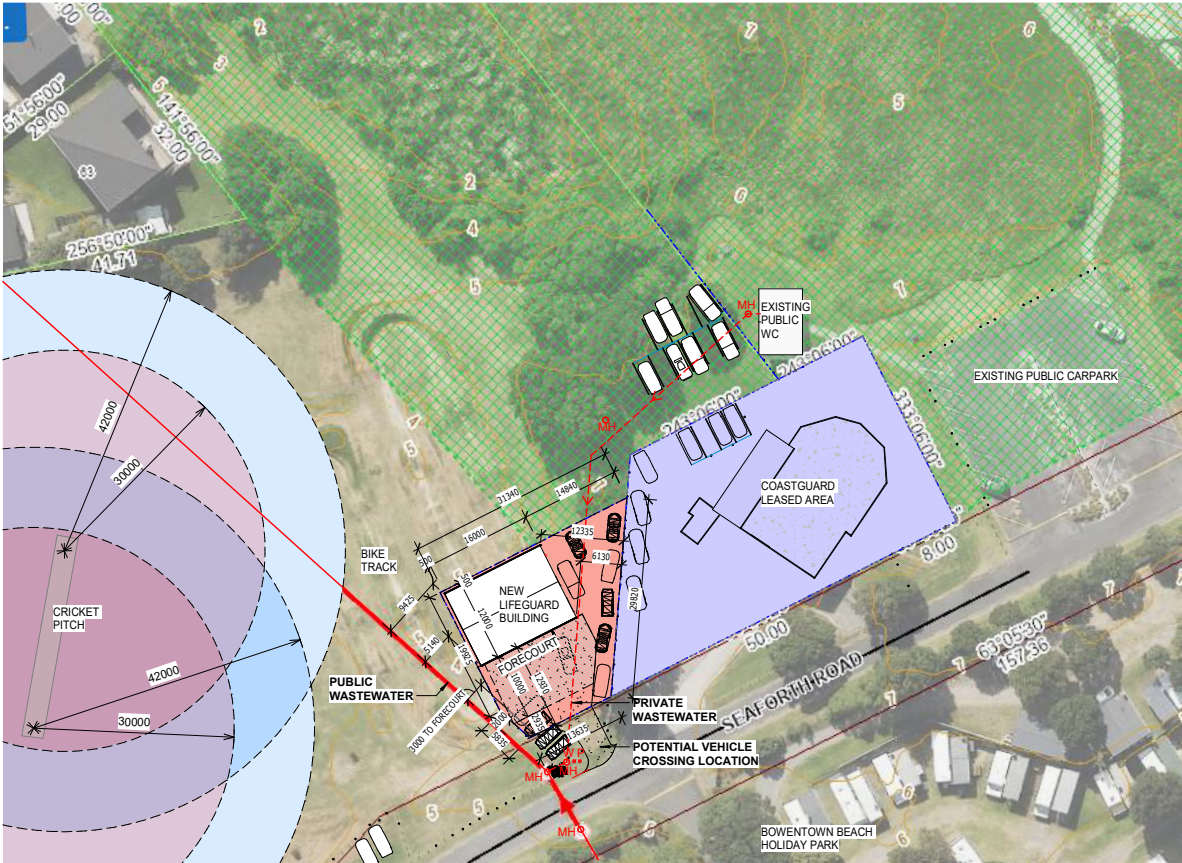
CLUB FROM NORTH



FRONT ENTRY



FROM PUBLIC CARPARK



1 SITE LOCATION PLAN PROPOSED
(PLAN) 1 : 500 at A1

SITE 2 ADJACENT TO COASTGUARD.

1. The building is located parallel with Seaforth Road and approximately 13.0m from the road boundary. It shares a common boundary with the Coastguard leased area.
2. It has been sited to avoid both the wastewater mains and the wastewater pipe from the Public Toilets.
3. The roller doors for gear storage face the roadside and there is a 10.0m forecourt for access and manoeuvring in front of this. Ambulance parking adjacent to this. Manoeuvring and turning can occur on-site allowing front-in/front-out vehicle movements to Seaforth Road.
4. There is space for Lifeguard parking within the site, plus space for emergency vehicles. The parking/forecourt area to be bollarded on the western side to maintain a 3.0m minimum clearance from the wastewater mains pipe which goes across the reserve.
5. Access to the surf beach from the building can be done through the reserve past the eastern side of their building, and to the path without using Seaforth Road.
6. Enough separation from the Coastguard site is provided to avoid conflict of use and allows for futureproofing for both organisations.
 - a. Co-location will enhance their ability to work together, while ensuring each has enough room for their own activities.
7. The existing bike track is impacted (as it was for Site 1 also) however, as this is being re-furnished and re-designed by the lifeguard service, the overall impact to this community asset is therefore negligible and may well result in improvements. Cricket Pitch not affected.
8. The location of the building is more recessive within the reserve than Site 1, and leaves the reserve visually open, which local community groups are happy with.
9. Proximity to Services connections is good.
10. Earthworks to establish a level building platform is required. Could be combined with the earthworks required to re-form the bike track.

ADDITIONAL NOTES

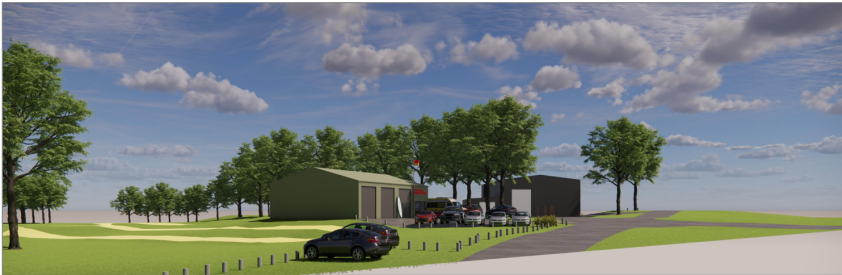
1. Lease boundary, vehicle crossing and pavement extents are shown indicatively only, to demonstrate feasibility of the site and intent. Confirmation of ground levels, surveyed location of wastewater pipes, input from WBLGS of their needs and consideration of traffic impact & etc., may result in changes to this proposed layout. Further work is required.
2. Building location is relatively well resolved pending surveyed confirmation of services location. We anticipate any adjustments as a result to be minor.
3. The road frontage west of the wastewater mains pipe has not been utilised in this plan, this could provide overflow emergency parking in a major emergency event, if removable bollards are installed. Leaving this clear provides a visually open access to the reserve and directs pedestrian traffic away from the driveway intersections.



FROM FIELD



BIRDSEYE OF SITE



FROM SEAFORTH ROAD

Rose Fox
architect

Client
Waihi Beach Lifeguard Services Inc.

Address
Main Beach, 2 Beach Road, Waihi Beach, 3611

Legal Description

NOTES

REVISIONS

A	SITE LAYOUT AMENDED	26.10.2023
B	CONCEPT FOR LEASE	13.01.2024

SITE ARRANGEMENT
AND 3D VIEWS

BOWENTOWN LIFEGUARD
BUILDING

PROJECT NUMBER 2305

SCALE at A1=As indicated

DRAWING No.	A10.01
CURRENT REVISION	B
DATE ISSUED	13.01.2024

FOR LEASE APPROVAL

10.4 WAIHĪ BEACH COMMUNITY BOARD COUNCILLOR'S REPORT – FEBRUARY 2024**File Number:** A5977012**Author:** Allan Sole, Councillor**Authoriser:** Adele Henderson, General Manager Corporate Services**RECOMMENDATION**

That the Councillor's report dated 26 February 2024 titled 'Waihi Beach Community Board Councillor's Report – February 2024' be received.

Welcome to you all today and in particular Wayne to his first Community Board meeting. Since our last meeting we have had the festive season and we have had a very good number of visitors.

Festive season issues

Over this time, I received a number of complaints from people concerned about the delivery and standard of service.

This includes dogs on the beach when they are not permitted, and the number of cars parked on the beach south side of the beach access point at the north end (Surf Club end). Anzac Bay also had its share.

There was one sign missing at the north end, but that was replaced promptly regarding vehicle access.

The fixed bins from one end of town to the other were overflowing, which created issues with seagulls feeding from them. Along with the strong winds at times the rubbish spread down the street, in particular into the town centre.

Staff have advised me that they looked at increasing the Level of Service for these bins to twice a day over the Christmas break and through to mid-February. After a discussion with the Transportation Area Engineer, it was noted that a proposal for Council to fund the additional service could be presented.

I hope to see this extended to all long weekends when we have our visitors in very large numbers. They are the economic driver of our little area.

I also had very good comments passed on to me regarding the staff at the Athenree Recycle Centre.

Stormwater

Waihi Beach storm water issues are important to us all and staff and the Waihi Beach Stormwater Liaison Group are making progress on what work is to be done. There is a lot more modelling and costing to do in order to understand the potential end results.

Long Term Plan (LTP)

Council continues to work on the LTP, which is our planning document for the next ten years. As you know all councils are challenged with how they will fund future work due to huge cost increases and our main funding source being rates. There will be more on this in the future as we come out to consult with you.

It is important that people know when we do these budgets, they have to be a balanced done in accordance the Local Government (Rating) Act and other relevant legislation.

Representation review

Another piece of work currently being undertaken is the Representation Review. This is to come up with how council will look for the next six years. This includes the want/need of Community Boards, and their boundaries.

Two parts of the review have been decided by Council one being that it would be a first past the post election and the other was the establishment of Māori Ward/s.

Pre-engagement will take place from mid-March to mid-April.

Three waters

Three waters will be replaced by the "Local Water Done Well" program and this is likely to see us join with other councils in the area to manage our waters in a Council Controlled Organisation (CCO). This will enable us to keep control of our Council assets and leverage funding and services at a more favourable rate.

We will have more to tell you once we know about the work program ahead.

10.5 WAIHI BEACH COMMUNITY BOARD – ANZAC DAY COMMEMORATION 2024

File Number: A5954587

Author: Pernille Osborne, Senior Governance Advisor

Authoriser: Greer Golding, Governance Manager

EXECUTIVE SUMMARY

The Waihi Beach Community Board is required to make a decision regarding attendance and presentation of a wreath at the ANZAC Service in Waihi Beach on ANZAC Day, Thursday 25 April 2024.

RECOMMENDATION

1. That the Governance Advisor's report dated 26 February 2024, titled 'Waihi Beach Community Board – ANZAC Day Commemoration 2024', 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 Waihi Beach Community Board provide a wreath for the ANZAC Day Service, to be paid from the Waihi Beach Community Board Contingency Account (up to the value of \$350).

OR

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

4. That represents the Waihi Beach Community Board at the ANZAC Day Service in Waihi Beach on 25 April 2024.

BACKGROUND

Community Boards participate in ANZAC Day Services in their respective areas. Community Board Chairpersons are requested to liaise with their appointed Board Councillors to co-ordinate the representation at services across the Western Bay of Plenty District Council region on Thursday 25 April 2024.

In previous years the Community Board has been approached on an annual basis to fund the wreaths. This year we have looked at sustainable options that require additional funds in the first instance, however, can be used for up to six years going forward. This would allow the Community Board to reallocate their yearly funds as desired.

SIGNIFICANCE AND ENGAGEMENT

1. The Local Government Act 2002 requires a formal assessment of the significance of matters and decision in this report against Council's Significance and Engagement Policy. In making this formal assessment there is no intention to assess the importance of this item to individuals, groups, or agencies within the community and it is acknowledged that all reports have a high degree of importance to those affected by Council decisions.
2. The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.
3. In terms of the Significance and Engagement Policy this decision is considered to be of low significance because it does not meet the threshold of the significance policy.

ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication
Waihi Beach Returned Services Association	Governance Services will inform the Waihi Beach Returned Services Association of the Waihi Beach Community Board representatives attending the Waihi Beach ANZAC Services to be held on 25 April 2024.
General Public	No consultation is planned. The report recommendation and Community Board decision are publicly available.

ISSUES AND OPTIONS ASSESSMENT

Option A To fund an ANZAC Wreath	
Assessment of advantages and disadvantages including impact on each of the four well-beings <ul style="list-style-type: none"> • Economic • Social • Cultural • Environmental Costs (including present and future costs, direct, indirect and contingent costs).	<p>Each Community Board has funded the cost of an ANZAC Day Wreath in previous years. The cost of a wreath is considered to be minor and provides economic, social and cultural support to the community for this event. The wreath will be prepared by a local florist. There would be no environmental impact.</p>

Option B To not fund an ANZAC Wreath	
Assessment of advantages and disadvantages including impact on each of the four well-beings <ul style="list-style-type: none"> • Economic • Social • Cultural • Environmental Costs (including present and future costs, direct, indirect and contingent costs).	<p>The Community Board may choose to not fund an ANZAC Day Wreath. This would not provide the same level of economic, social and cultural support to the community for this event. There would be no environmental impact.</p>

STATUTORY COMPLIANCE

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

FUNDING/BUDGET IMPLICATIONS

Budget Funding Information	Relevant Detail
Up to \$350.00 allocated from the Board Contingency Account.	The funding of up to \$350.00 for a wreath to be laid by Waihi Beach Community Board Representatives on ANZAC Day 2024.

10.6 WAIHI BEACH PROJECTS AND OPERATIONS REPORT – FEBRUARY 2024**File Number:** A5967507**Author:** Pernille Osborne, Senior Governance Advisor**Authoriser:** Cedric Crow, General Manager Infrastructure Services**EXECUTIVE SUMMARY**

The purpose of this report is to provide the Waihi Beach Community Board with an overview of the Infrastructure Projects currently being undertaken in the Waihi Beach area, as well as to provide an overview of the operational matters from across Council that relate to the Waihi Beach area.

RECOMMENDATION

1. That the Senior Governance Advisor's report dated 26 February 2024 titled 'Waihi Beach Projects and Operations Report – February 2024' be received.
2. That the Waihi Beach Community Board approve for the remaining funds committed to resolution WBC23-6.11, being \$19,064, to be reallocated to the Wilson Road Carpark Extension project (Stage 2).
3. That the Waihi Beach Community Board approve an additional \$20,000 from the Waihi Beach Community Board Roading Account for the completion of the Wilson Road Carpark Extension project (Stage 2).

ROADING ACCOUNT

Waihi Beach Community Board Roading Current Account		\$
Current Account Opening Balance 1 July 2023		174,718
Allocation for 2023/24		157,020
Interest for 2023/24		7,862
Subtotal		339,600
Committed Projects		
Albacore Reserve Path – in design stage		
Wilson Road car park – rolled metal extension – Stage 1 (WBC23-6.11)		25,936
Dillon Street shared path bridge and footpath extension		163,155
Beach Road Double Bus Bay detailed design and pedestrian Refuge positioning.		40,000
Committed Projects Total		229,091
Forecasted Current Account Closing Balance 30 June 2024		110,510

Non Committed Projects	
Waihi Beach gateways project – Consultation	TBA
Wilson Road car park – rolled metal extension – Stage 2	40,000
Total Non Committed Projects	40,000

PROJECT UPDATES – ROADING

BEACH ROAD SAFETY ENHANCEMENT PROJECTS		
Project Description	Staff Comment/Update	Progress Level
The Board, together with Waihi Beach School representatives raised concerns around the safety on Beach Road. The Transportation Area Engineer along with Councils contractor have been brought in to investigate the safety enhancement options.	At the 4 December 2024 Meeting the Board resolved \$40,000 towards the cost of providing a detailed design of the bus stop and location of the pedestrian refuge. The contract was Boffa Miskell, they have since begun the survey work and produced a concept plan.	In progress – on track

TOWN CENTRE DEVELOPMENT – WILSON ROAD TO EDINBURGH STREET		
Project Description	Staff Comment/Update	Progress Level
Progress the shared path from Wilson Road to Edinburgh Street with a bridge over Two Mile Creek.	<p>There is no further update in relation to this project.</p> <p>Engagement:</p> <p>A workshop was held on 9 February 2024 with appropriate staff to further discuss options relating to this project.</p>	On hold

WILSON ROAD CARPARK (BEHIND THE PORCH)		
Project Description	Staff Comment/Update	Progress Level
Extend the gravel carpark on Wilson Road (behind The Porch) to create more carparks.	<p>Work on the original extension (Stage 1) was completed prior to Christmas 2023.</p> <p>At the Board's workshop on 11 December 2023, the Board requested that further investigation be taken for an additional extension to the carpark (Stage 2). This would create an additional 8-10 carparks, as well as embankment maintenance.</p> <p>Fotheringhames was contacted to provide a cost estimate to the Board. The Board was advised that the estimate for further works would cost an additional \$35,000. As Stage 1 of the project came under budget, the Board can reallocate the remaining funds (being \$19,064), to Stage 2 of the project. This means that the Board would only require an additional \$20,000 to finish the project.</p> <p>A plan for the additional works has been included in Attachment 1, and two recommendations, in relation to the funds, have been included in this report for the Boards consideration.</p>	In progress – on track

WILSON ROAD CARPARK (BEHIND THE PORCH) ENTRY/EXIT		
Project Description	Staff Comment/Update	Progress Level
Improve the visibility of the entry/exit point of the carpark	To improve the visibility issues with the entry and exit to the carpark, one or two carparks on Wilson Road may need to be removed and replaced with a	In progress

on Wilson Road (behind The Porch)	footpath extension and sight rails. The Roding Engineer will consult with adjacent retailers and develop a plan to present to the Community Board.	
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DILLON/EDINBURGH STREET INTERSECTION		
Project Description	Staff Comment/Update	Progress Level
Address the safety concerns at the Dillon Street – Edinburgh Street intersection.	The Roding Engineer will develop a concept plan to reduce the speed through this area.	In progress

ANZAC BAY ROAD UPGRADE		
Project Description	Staff Comment/Update	Progress Level
There were discussions at the previous meeting regarding the road from the Bowentown roundabout going south towards Anzac Bay failing. There is a dedicated fund in the LTP for road rehabilitation, and the Board requested that this piece of road be scheduled for the 2024/2025 year.	No further update to what was previously reported on in the 4 December 2023 Agenda.	On hold

MINUTE ACTION SHEETS – ROADING

SHARED PATH ENHANCEMENTS		
Meeting Date	Description	Latest Update
19 April 2022	<p>The Board confirmed the below priorities for shared path enhancements:</p> <p>Anzac Bay/Bowentown Reserve</p> <p>Dillon Street / 2 Mile Creek Shared Path Bridge</p> <p>Seaforth Road – From Dillon Street to The Loop path widening</p> <p>Albacore Reserve to Estuary – new path and cycle refuge on Seaforth Road</p>	<p><u>Albacore Reserve to Estuary</u></p> <p>Work will commence with a heritage check, following this report a route through albacore park to the estuary cycle path will be developed. A cost estimate for this project for the physical works is being sought and the Board will be notified.</p>

WAIHĪ BEACH ENTRANCEWAY PROJECT		
Meeting Date	Description	Latest Update
9 October 2023	<p><u>Resolution WBC23-6.6</u></p> <p>That the Waihi Beach Community Board approve the Entranceway Project design in principle, noting that changes may be required to address safety restrictions and material once locations are confirmed.</p>	<p>The location for the Entranceway Signs was discussed at the Board's workshop on 9 February 2024. The Board requested the Roding Engineer investigate placing the Athenree Road entranceway sign near the Athenree Homestead or Waiau Road. The Board has recommended to the Roding Engineer a location for the Waihi Beach Road entranceway sign .</p>

PROJECT UPDATES – WATER SERVICES

STORMWATER – PIO SHORES		
Project Description	Staff Comment/Update	Progress Level
<p>Investigate options to reduce flooding in Pio Shores in consultation with Pio Shores Association, obtain a Resource Consent if required, and implement the solution.</p> <p>The Board requested a walk around tour of the Pio Shores pump station upgrade once the works were completed.</p>	<p>Following site inspections in late November the weather was warm enough and the Shore Skinks were active.</p> <p>Works required to get the pumpstation running at the new design capacity:</p> <ul style="list-style-type: none"> - Reshape / relevel the dune basin to meet soakage requirements. These have now been completed following the November inspections. - Move the level transmitter to a lower level – In progress – expected to be completed Mid Feb - Replant the dune crest to ensure it isn't eroded away – expected to be completed End of April <p>The major works have been completed, but we have tidy up items that need to be completed before the Pumpstation is operating at the new designed rate – please note even with only 1 pump running the pumping capacity has been increased from 44l/s to 56l/s.</p> <p>Staff will liaise with the Project Manager and Community Board regarding a suitable time for an onsite tour of the pump station.</p>	In progress

TWO MILE CREEK		
Project Description	Staff Comment/Update	Progress Level
Erosion protection of the backs of Two Mile Creek	<p>Contractors have successfully completed construction works on six properties so far and works are progressing well. Beach Contractors (BCL) are due to finish downstream (Phase 1) works by June 2024 and it is intended to continue upstream works thereafter. It is estimated that upstream works (Phase 2) will take another six months to complete, therefore, if all goes to plan the works should be completed by end of this calendar year (2024).</p> <p>In another positive development, council has received 100% easement sign-off from upstream property owners, and survey works have been completed. Tonkin and Taylor are currently working on documentation for the Resource Consent application and will expedite the process to get it approved as soon as possible.</p> <p>Council has also engaged Thrive to complete the planting plan for Te Mata Reserve, as required by current Two-Mile Creek Resource Consent for off-site planting. The Reserves team will coordinate with its volunteers to implement this plan, enhancing the overall appearance of the reserve for the general public and also assist in improving the health of the stream.</p>	In progress – on track

MINUTE ACTION SHEETS – WATER SERVICES

PIO SHORES PUMP STATION UPGRADE		
Meeting Date	Description	Latest Update
9 October 2023	The Board requested a walk around tour of the Pio Shores pump station upgrade once the works were completed.	This MAS has been closed off as it is being reported on as an on-going project.

JO HALL – STORMWATER ISSUES		
Meeting Date	Description	Latest Update
9 October 2023	Ms Hall advised the Board that she had contacted Council 12 months ago regarding the drain outside 25 Wilson Road, which was blocked. She was advised that the project was on the schedule of stormwater works. She requested an update on when these works would start and if regular maintenance could be undertaken on the drain.	Council is aware of issues with drainage in the Wilson Road Reserve. Council have engaged consultants to undertake a survey and provide a concept design for improved drainage in this area.

PIO SHORES PUMP STATION SKINKS		
Meeting Date	Description	Latest Update
9 October 2023	The Board requested an update on when the Department of Conservation would relocate the	This MAS has been closed off as it is being reported on as an on-going project.

	Shore skinks found near the Pio Shores Pump Station.	
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PROJECT UPDATES – RESERVES

COMMUNITY MARA KAI		
Project Description	Staff Comment/Update	Progress Level
A proposal for a Community Mara Kai (Food Garden) at the Waihi Beach Plunket and Beach Road Recreation Reserve.	<p>There is no further update in relation to this project.</p> <p>Engagement:</p> <p>The applicant and all submitters to the public consultation process have been advised of the process being put on hold.</p>	On hold

PROJECT UPDATES – WAIHI BEACH TRAILS

WAIHI BEACH TO ATHENREE CROSSING		
Project Description	Staff Comment/Update	Progress Level
Project planning to construct a walkway/cycleway crossing between Waihi Beach and Athenree.	A progress meeting was held with iwi representatives at Otawhiwhi marae late last year. Support for the project remains. A further hui to confirm cultural design elements and how they will be implemented was requested, which will be arranged (as soon as possible) for February 2024.	On hold

NEW SHARED PATH WITHIN WATER CATCHMENT RESERVE		
Project Description	Staff Comment/Update	Progress Level
This future shared path (primarily for cyclists) will connect between the Dam Loop Trail and the top of the Forest Loop trail (then onto the Boundary trail and connection to Hauraki District).	The Waihi Beach Mountain Bike Club has been engaging with local iwi including Ngāti Tara Tokanui to discuss the proposal, given the archaeological and cultural landscape of the Catchment.	Planning on-going noting no current construction budget.

WAIHĪ-WAIHĪ BEACH CONNECTION		
Project Description	Staff Comment/Update	Progress Level
Hauraki District Connection to Waihi Beach	Continuing to progress – no further updates available at this stage.	On-going. Subject to third party private landowner interest

CITRUS AVENUE TO SEAFORTH ROAD		
Project Description	Staff Comment/Update	Progress Level
Implementation of a Waihi Beach Structure Plan new water main and shared path along the 3-Mile Creek unformed road.	Planning is underway for the water-main and the shared path, however implementation is dependent on the timing of the proposed subdivision (we do not want a bridge to nowhere). It is very likely that construction will be delayed well beyond June 2024.	In progress – construction planned for 2024

MINUTE ACTION SHEETS – WAIHI BEACH TRAILS

WAIHI BEACH HISTORICAL TRAIL INFORMATION PROJECT		
Meeting Date	Description	Latest Update
29 November 2021	The Board sought an update from staff (following the meeting) on the panel that MishMish was producing for the Waihi Beach Historical Trail Information Project.	Discussions recently resumed before Christmas. Ngāti Tara Tokanui are very clear that they do not want Māori content within the sign panel. Staff will review the content and make any appropriate edits before production.

PROJECT UPDATES – OPERATIONS

WAIHĪ BEACH LIBRARY		
Project Description	Staff Comment/Update	Progress Level
Updated design to being developed to lesson scope.	Detailed design work for this project is being undertaken.	In progress

PENSIONER HOUSING REMEDIATION WORKS		
Project Description	Staff Comment/Update	Progress Level
Remediation works for the 11 Elder Housing units affected by the 29 May floods.	Tenants have now moved back into the four refurbished units. Demolition of the seven units that were deemed unsafe commence on Monday, 12 February 2024. This project will no longer be reported on.	Complete

EMERGENCY MANAGEMENT		
Project Description	Staff Comment/Update	Progress Level
Support the Waihi Beach Community to be resilient in the event of an emergency	<p>The Community Guide for Emergencies has been reviewed and updated in consultation with Waihi Beach North End and Bowentown Community Response Teams. An updated tsunami map was developed based on feedback from the Community Response Team and updated guides have been printed and distributed to the community.</p> <p>Athenree Community Response Team have also updated and distributed their new Community Guide for Emergencies.</p> <p>Council staff have attended the Waihi Beach Market to promote personal preparedness for emergencies and to provide public education on local hazards and their impacts on households.</p> <p>Support to the Waihi Beach Community to promote community resilience is ongoing</p>	On-going

PROJECT UPDATE – SOLID WASTE

Nationwide kerbside standardisation – started 1 February 2024		
Project Description	Staff Comment/Update	Progress Level
Standardisation of kerbside collections	<p>The Ministry for the Environment is standardising kerbside recycling rules nationally so there is less confusion and easier for people to do the right thing. From 1 February 2024 what does (and does not) go in your kerbside recycling will be the same no-matter where you live around the country. The aim is to reduce the amount of recyclable items that end up in landfill because they are contaminated, or they are put in the wrong bin.</p> <p>The good news is, here in the Western Bay, very little has changed because we are ahead of the game and already meeting most of the new requirements.</p> <p>So, what <i>is</i> changing?</p> <ul style="list-style-type: none"> • Aerosol cans must now go in your red lid rubbish bin, as most recycling plants in New Zealand don't have the equipment needed to compact them safely. • Aluminum and tin foil trays also go in the red lid rubbish bin, as their size, shape and weight mean they are often unable to be sorted by machinery. • Another change in the Western Bay is how you line your food scraps bin. Plain brown paper bags are preferred, as the inks in newspapers and other printed materials often contain heavy metals and/or microplastics and we want to keep these out of the food chain. 	In progress – started on 1 February 2024

	If you've got any questions, see our kerbside webpage, or try our handy recycling search tool .	
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ESTABLISHING COMMUNITY RESOURCE RECOVERY CENTRES		
Project Description	Staff Comment/Update	Progress Level
Waste management that meets the needs of the community and protects the environment for present and future generations	<p>Chrome Collective is preparing to start a six-month resource recovery trial at the Katikati Recycling centre site. The trial will run from 7 March 2024 to end of August 2024, during open days at the KKRC. The centre will be open from 9 am to 4 pm on Thursdays and Saturdays to receive goods. The recycling centre will operate as usual for recycling and greenwaste to be dropped off.</p> <p>Chrome Collective is running the trial with a grant from the Waste Minimisation Levy with the aim to establish what resources are available in the community with a view to set up a retail facility onsite. Chrome Collective have a list of goods and materials that the community will be able to drop off during the trial. Most items can be dropped off for free and others will have a small charge. Chrome Collective is working with the wider resource recovery network that have established CRRC's. Initially the resources will be collected from the KKRC site by the Seagull centre in Thames that will distribute the goods to existing CRRC's. Chrome Collective will also collect materials to upcycle and sell for the benefit of the people with disabilities that they create vocational pathways for. The intention of the trial, and establishment of a CRRC in Katikati is not intended to compete with local Op shops and other community organisations. Goods and resources that are on the list include e-waste and</p>	Progressing - On-going

	soft plastics. Council is supporting Chrome Collective with the trail and more communication and advertising will follow soon.	
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SERVICE REQUESTS

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

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

1. Reserves & Properties – Bollards	11. Building Administration – Build/Portal Enquiries
2. Stormwater – Flood	12. Building Administration – Old/Historic Building Consents
3. Building Inspectors – General Enquiry	13. Communications – General Enquiry
4. Land Development Engineering – General Enquiry	14. LGOIMA Request
5. Reserves & Properties – Harbour Structures	15. Water – Laboratory Report Requests
6. Reserves & Properties – Park and Playground Equipment	16. Water Pressure to Low or High
7. Refuse – General	17. Water Connection Application
8. Road Surface Defects – Unsealed Local Road	18. Wastewater – Pumpstation Issue or Blockage
9. Consents Administration – Resource Consents	19. Resource Consent Compliance
10. Resource Concept Enquiries	20. Compliments – Road Network

There has been one of each of the following subtypes of Service Requests raised, which are **under investigation**.

1. Local Roads – Bridges / Structures Replacement or Maintenance	2. Waihi Beach Creek Flooding/ Maintenance
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The table below shows Services Request's that are higher in numbers and have a mix of statuses.

Service Request Subtype	Notes	Completed	Under Investigation/ Scheduled for Completion
Cesspit/Grill/Gutters & Drains – Replacement/Maintenance	Various maintenance requests from across Waihi Beach including two on Hinemoa Road.	1	5
All Water Leaks	Various reports from across the across the area.	54	0
All Water Leaks – Known Issue	Various reports from the area including three on Seaforth Road.	6	0
Water – Emergency Shutdown	Service Requests from contractor advising of emergency shutdowns for water.	6	0
Water – Taste/ Smell/ Quality	Various reports from across the area.	3	0
Water – No water	Two reports of no water in the area.	2	0
Water – No water known issue	Various reports from across the area including four on Athenree Road and seven on Seaforth Road.	21	0
Water – Meter/ Toby Issue (not leak)	Various reports from across the area.	3	0
Water – Reinstatement after Works	Two enquiries from Waihi Beach.	2	0
Water – General	General water related enquiries	2	0
Wastewater – General	General enquiries related to wastewater.	7	0
Wastewater – Odour complaint	Various reports from across the area.	4	0

Sewage Overflow/ Spill on Ground/ Dump Station	Various reports from across the area.	5	0
Sewer Pipe Block/ Damaged/ Broken	Two reports in Waihi Beach.	2	0
Stormwater – Flooding open drain/ culvert	Reports relating to stormwater flooding of open drains and culverts.	2	0
Stormwater – General enquiries	General enquiries related to stormwater	13	0
Local Roads – Barriers and Rails Replacement/Maint enance	Two reports of broken barriers or rails, both on Wilson Road.	1	1
Local Roads – General	General Enquires related to local roads.	11	3
Local Roads – Road Surface Defects	Various reports of road surface defects on sealed local roads.	2	2
Local Roads – Lighting Replacement or Maintenance	Various reports from across the area including four on Citrus Avenue.	3	7
Local Roads – Request for Non- urgent Tree Trimming or Removal	Various requests for tree trimming or removal.	0	11
Local Road Signs – Damaged/ Graffiti	Various reports across the area.	4	1
Local Road – Vegetation (not trees)/ Mowing	Various reports across the area.	0	3
Wasps/ Bees – Footpath & Roads	Two reports of wasp nests in the Waihi Beach area.	2	0
Litter & Bins – Shopfront/ Carpark/ Rest Area	Various reports across the area including several on Wilson Road.	3	5

(Replacement & Maintenance)			
Reserves & Properties – BBQ's/ Switches / Powerpoints	Various reports relating to broken BBQ's including three on Brighton Reserve.	4	0
Building Compliance	Various complaints relating compliance with the Building Act.	3	2
Compliance & Enforcement – Bylaw Issues	Complaints relating to dogs on the beach.	3	0
Building Administration Enquiries	Enquiries relating to Code Compliance Certificates, processing and general enquiries.	12	0
Building Counter Enquiry	General, technical, and vetting enquiries.	10	1
Compliance & Enforcement General	General enquiries relating to compliance & enforcement.	8	1
Compliance & Enforcement – Freedom Camping	Various reports from across the area of freedom campers affecting reserves or roads.	11	0
Noise Complaints	Various reports from across the area.	26	0
Liquor Licence	Various enquiries from across the area.	2	0
Reserves & Properties – Cycleways on Reserves	Reports relating to cycleway obstruction or damage.	2	0
Litter/ Litter Bins or Dumping in Reserves	Various reports from across the area.	10	1
Reserves & Properties – Mowing	Various reports from across the area.	19	0

and Vegetation (not trees)			
Reserves & Properties – Plumbing: toilets/ Taps/ Waitui/ Irrigation	Various reports across the area including two at Brighton Reserve.	4	0
Reserves – General	Various general enquiries related to Reserves.	25	0
Reserve Buildings/ Roads/ Tracks/ Furniture	Various reports from across the area.	4	0
Reserve Signs	Various reports related to reserve signs.	2	0
Reserves Request for Information	General requests for information relating to reserves.	2	0
Public Toilets – Hygiene/ Paper	Various reports from across the area.	3	0
Kerbside Collective – Damaged Bin Replace or Repair	Various reports from across the area.	17	0
Kerbside Collective – Missed Collection	Various reports from across the area including five on Beach Road.	13	0
Kerbside Collective – Lost or Stolen Bins	Various reports from across the area.	10	3
Kerbside Collective – General	General enquiries relating to kerbside collection.	3	0
Kerbside Collective – PAYT Tag Issue	Various reports from across the area.	5	0
Footpaths – Replacement or Maintenance	Various reports relating to footpath damage across the area.	0	7
Policy & Planning – General Enquiry	General enquiries related to policy and planning.	2	1

Properties – General Enquiry	General enquiries related to properties.	2	0
Building Administration	General enquiries related to building administration.	31	0
Rates	General enquiries related to rates.	5	0
Water Revenue	General enquiries related to water revenue.	3	1
Health – General	Various reports from across the area.	1	1
Pensioner Housing	Various requests relating to pensioner housing.	12	0
Parking query	Various reports related to parking compliance across the area.	8	1
Illegal Dumping & Carcasses	Various reports from across the area.	2	0
Customer Service Planning	Duty Planner enquiries.	37	3

MATTERS ARISING FROM PREVIOUS COMMUNITY BOARD MEETINGS (NOT MINUTE ACTION SHEETS)

This section relates to any matters arising from prior Community Board meeting where a Minute Action Sheet was not raised.

Date raised	Matter/Issue	Comment
December 2023	The Board requested to meet with the Athenree Action group to discuss priorities and a path forward for their desired projects.	The Community Board Chair will arrange an appropriate time to meet with the group.
August 2023	The Board requested the Cycleways Manager to attend the next Community Board meeting to discuss the Athenree - Waihi Beach crossing.	Updates on the Athenree-Waihi Beach Cycleway are being reported on under the 'Project Updates – Waihi Beach Trails' section of this report. The Cycleways Manager will be invited to attend a Community Board meeting once the project has progressed. This matter will now be closed off.
June 2023	Public Forum – Rock Revetment – Two Mile Creek There was a query regarding whether the walk bridge across to Edinburgh Street was still going to be built. The Chairperson advised that there would be more information available by the next meeting.	This matter will now be closed off as information on this is provided in the 'Project Updates' section of this report.

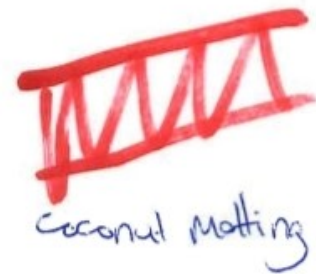
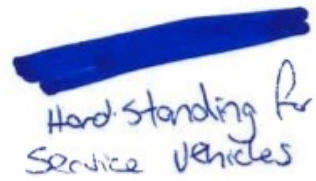
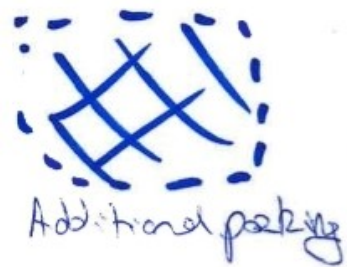
COMPLETED/OUTSTANDING MINUTE ACTION SHEETS (NOT IN INFRASTRUCTURE REPORT)

This section relates to any Minute Action Sheets that are currently outstanding, as well as completed Minute Action Sheets since the last Community Board meeting.

Date raised	Matter/Issue	Comment
August 2023	The Board requested to resolve some of the historical funding allocations back into the budget.	<p>The Board resolved to release the remaining funds from WBC22.15 and WBC20-5.11 back into the Reserves Account.</p> <p>The Board will consider releasing the remaining funds from WBC22.2.5 back into the Reserves Account once they have confirmed all the invoices have been received and paid.</p>

ATTACHMENTS

1. **Concept Plan – Additional Works – Wilson Road Carpark**  



10.7 WAIHĪ BEACH COMMUNITY BOARD – FINANCIAL REPORT DECEMBER 2023**File Number:** A5960245**Author:** Ezelle Thiart, Financial Business Advisor**Authoriser:** Allan Carey, Finance Business Partner Lead**EXECUTIVE SUMMARY**

This report provides the Community Board with a two-monthly monitoring of its operational budget. Attached are the financial statements for the period ended 31 December 2023 (**Attachment 1**).

Noted total operational costs are under budget year to date.

RECOMMENDATION

That the Financial Business Advisor's report dated 26 February 2024 and titled 'Waihi Beach Community Board – Financial Report December 2023', be received.

Grant payments made to date:

Resolution	Description	\$
WB23-5.7	Sustainable Waihi Beach More Info	1,500
	2023/24 Total grants paid to date	1,500

Committed – Operational expenditure:

Resolution	Description	\$
WBC22-1.3	Approve the purchase of a fold out gazebo from the Contingency Account.	250
WBC22-1.6	Approve from the Contingency account for venue hireage costs relating to the Te Mata Care Group meetings for the next 12 months.	300
	2023/24 Total operational commitments	550

2023/24 Reserve analysis:

Resolution	Description	\$
	2023/24 Opening balance	147,667
WB22-2.5	Refund relating to the purchase and installation of water refill stations in Waihi Beach.	2,956
	2023/24 Closing balance	150,623

Committed – Reserves expenditure:

Resolution	Description	\$
	2023/24 Closing balance before committed expenditure	150,623
WB17.5.3	Funding for engagement of local landscaper to provide assessment of Waihi Beach Road entranceway on current conditions and to provide recommendations.	(2,000)
WB20-3.9	Fund up to \$3,000 for meetings in relation to the Community Plan. (In progress)	(3,000)
C20-11.7	Funding for 'Live Well Waihi Beach' up to \$30,000 be funded from Waihi Beach Community Board Reserve Account. (Note: \$29,712 paid as at 30 June 2021).	(288)
WB22-2.5	Fund up to \$23,045.75 (incl. GST) for costs relating to the purchase and installation of water refill stations in Waihi Beach. (Note: \$6,357 paid as at 30 June 2023)	(16,689)
WB22-3.10	Funding up to \$12,000 for additions to the Broadlands Block Shared path project, from the Waihi Beach Community Board Reserve Account.	(12,000)
	2023/24 Closing balance after committed expenditure	116,646

ATTACHMENTS**1. Waihi Beach Community Board – Financial Report December 2023** [!\[\]\(a53675cc5c2e261c15cd0ff292897931_img.jpg\)](#) [!\[\]\(055b4bf2ba263e3f96f770ddf319f41a_img.jpg\)](#)

Western Bay of Plenty District Council Income and Expenditure Statement For the period ended 31 December 2023 Waihi Beach Community Board						
	Year to Date				Full Year	Last Year
	Actual \$	Budget \$	Variance (Unfav)/Fav \$		Budget \$	Actual \$
Direct Costs						
Conference Expenses	0	1,080	1,080	☑	2,160	0
Contingency - [see breakdown below]	49	1,080	1,031	☑	2,160	6,942
Grants	1,500	2,694	1,194	☑	5,388	4,409
Mileage Allowance	0	2,694	2,694	☑	5,388	1,083
Miscellaneous Expenses	0	1,614	1,614	☑	3,228	370
Salaries	11,228	11,664	436	☑	23,328	23,672
Inter Department Charges	19,338	19,338	0	☑	38,676	36,912
Operating Costs	32,115	40,164	8,049	☑	80,328	73,388
Total Costs	32,115	40,164	8,049	☑	80,328	73,388
Income						
Rate Income	43,291	40,158	3,133	☑	80,316	83,638
Total Direct Income	43,291	40,158	3,133	☑	80,316	83,638
Net Cost of Service	11,177	(6)	11,183	☑	(12)	10,250
<u>Contingency – breakdown</u>						
WB23-4.5 Survey Monkey fee in relation to community feedback collected	49			☑	Favourable Variance	
				⊗	Unfavourable Variance	
Year to date contingency costs	49					
<u>Miscellaneous – breakdown</u>						
No transactions	0					
Year to date miscellaneous costs	0					
<u>Community Board Reserves</u>						
Opening Balance – Surplus (Deficit)	147,667					
WB22-2.5 Refund relating to freestanding Accessible Water Fountain	2,957					
(Decrease) Increase in year	2,957					
Closing Balance – Surplus (Deficit)	150,623					